



East Rudham Parish Council

Meeting Minutes

Tuesday 15 March 2022, 7.15pm

Parish Councillors present: Tony Elburn (Chairman), Malcolm Pearson MBE (Vice Chairman), Sue Jones, Rachel Wade, Rosemary Weeks, John Dawson, Trevor Davis and Michael Chenery (County Councillor). Also in attendance: Jodie Bond (Parish Clerk), there were no members of the public.

1. Welcome and to receive apologies for absence

The Chairman welcomed those present.

Apologies were received from Chris Morley (Borough Councillor), apologies accepted.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations

There were none.

3. To approve the minutes of the meeting held on 15 February 2022

The minutes were approved without amendment and signed by the Chairman as a correct record.

4. To report progress on items not on the agenda from the last meeting

Clerk has reported the double yellow re-lining on Station Road to Highways.

5. Receive reports from Local PC, NCC Cllr & BCKL Cllr, if attending

Michael Chenery (County Councillor)

Cllr Chenery confirmed he would contribute £800 towards the Parish Partnership Scheme application for 20mph Flashing School Signs (Wig Wags). Confirmation has also been received from NCC that 50% of the application funds will be met by NCC. Clerk to finalise paperwork.

Chris Morley (Borough Councillor)

Report sent prior to meeting as follows:-

With the trend in inflation it may prove prudent to advise people to check, via the Borough website, if there are any grants that they wish to apply for, e.g Green Home Grant Scheme. Entitlements can also be checked on west-norfolk.entitledto.co.uk/home/start.

A Council Member colleague who does business in Poland is arranging a truck to go there in early April from Swaffham. If anyone interested and needs a way of helping, they can donate:

Hygiene products for women and children, Pampers(nappies), Blankets, Good bed linen, School supplies such as back packs, crayons, pencils (children are starting school in Poland), As new women and children's clothes. All items in cardboard boxes and contents marked. People may contact Cllr Morley for further details, and he can collect and deliver to Swaffham. (Mobile 07740940906).

6. Open forum for public participation: an opportunity to hear from members of the public

There were none.

7. To receive updates from council members

7.1 Jack's Lane Windfarm Community Fund

Cllr Pearson advised that there are no further updates.

Cllr Elburn will submit an application for a contribution towards the 20mph Wig Wags.

An application may also be considered in the future for the cemetery, such as grave markers etc.

7.2 SAM2 & Speeding

SAM2

February 2022

Location:	Village Green
85 th percentile	30.5mph
Max speed	85mph on 21 February at 3pm.
Average speed	26.9mph
Vehicle volume	97,200

Speed Watch

The Speed Watch team have caught 3 people speeding. Clerk to ask for a regular report of their findings to be sent across for the Councils information.

8. Open Spaces & Highways Issues

School Parking

Cllr Wade advised that school staff have not been parking in the school car park recently due to access issues, however, new matting is being installed in the very near future. Staff have been granted permission to temporarily park in the hall car park until the matting is installed.

Village Litter Pick

A village litter pick will be organised for one Saturday morning in early April, since the BC are able to collect bulk waste bags from the roadside again. Cllr Elburn to action.

8.1 Receive an update on the Queens Jubilee Event

Cllr Wade advised that the programmes are awaiting a foreword from the Chairman and volunteers are needed for distribution.

£1182 has been raised through sponsorship so far. We are awaiting the outcome of the funding bid from the BC and more money is hoped to be raised via ticketed events.

Local worthy causes and organisation that may benefit from receiving a small grant from the proceeds should get in touch with Cllr Wade.

8.2 Consider a request for an electric car charging point

It was agreed that an electric charge point would benefit the local community and visitors, and it could produce an income for the Parish Council if sited on the car park.

Cllr Pearson proposed setting up a working group to look into the options and possible funding streams together with Cllrs Wade, Jones, and Weeks and put a report together. This project will be considered for next year, due to budget restrictions this year.

- 8.3 To discuss the dismantling of the old preschool wall
Clerk reported this to the BC who has investigated, but has advised that based on their site visit they are unable to take this enquiry further. They will forward the details to Building Control for further investigation, due to concerns with safety.

9. Discuss and consider Village Projects

- 9.1 Approve installation of picnic benches on the Village Green
Following discussion, the Council RESOLVED to approve the installation of the picnic benches on the village green again this year. Full responsibility will be taken jointly by Janes Coffee Corner and The Crown.

10. East Rudham Cemetery

- A volunteer had been in touch to register their interest in helping to tidy the cemetery. Cllr Pearson will organise a working party to tidy it up, some time in May.
- Cllr Elburn advised that the hedge has been cut. The invoice for the work will be received in due course. All AGREED to approve the payment once received.

11. Newsletter

Following discussion, it was agreed that the newsletter will continue as is and not include content from West Rudham PC. It was noted that Cllr Wade would support a West Rudham newsletter if produced.

- 11.1 Review distribution method
Cllr Elburn asked whether the distribution method still suited members or whether it should be outsourced. All councillors confirmed they are happy to continue delivering them.
Cllr Jones will take on School Road and Cllr Davis is also happy to deliver some if and when needed.

12. Planning Matters

- 12.1 To receive results of applications.
- 21/01010/F | Change of use from butchers shop and premises to dwelling at J Kew Butcher
PC Comment – SUPPORTS | BCKLWN decision - PENDING
- 21/01011/F | Construction of four Dwellings
PC Comment – SUPPORTS with reservations | BCKLWN decision - PENDING
- 21/01012/F | Alterations and extension to dwelling at Old White Horse
PC Comment – OBJECTS | BCKLWN decision - PENDING
- 21/00498/FM | Land NE of 5 Eye Lane and S of The Bungalow Fakenham Road
Proposed residential development of 10 dwellings at - Amended Plans
PC comment – Our previous comment remains but in addition a note is to be added that with 10 more houses with access directly onto the A148 the speed limit should be reduced from 40mph to 30mph.
BCKLWN decision - PERMITTED
- 21/02172/F | 22 Bagthorpe Road East Rudham King's Lynn Norfolk PE31 8RA
Two detached houses including extended access
PC comment - SUPPORTS | BCKLWN decision – PERMITTED
- 12.2 To receive applications for consideration
There were none.

13. To receive and consider any correspondence

- Clerks and Council's Direct Magazine – Made available to councillors.
- Heating Your Home literature from the BC - Made available to councillors.

14. Financial Matters

The SSE electricity contract is due for renewal on 30th April. The renewal tender received was considerably higher than the current rate, and has expired already, due to the current state of the market. Following discussion, the Council RESOLVED to obtain and agree an updated tender as soon as possible before rates increase further. Clerk to action.

Cllr Pearson requested street lighting to be included on the next agenda so that further consideration can be given to cost reducing options, such as reducing the lighting period to reduce energy and costs (subject to this not incurring a penalty from the energy company).

14.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

Payment to	Description	Ref	Amount (£)
SSE	Electricity	DD	60.25
John W Doubleday	Mower Parts/Service	Online	145.47
PK Fencing	Play Area Fencing	Online	1344.00
K&M Lighting	Street Lighting Services (Mar)	Online	32.89
Tony Elburn	Mower Fuel and New Battery	Online	70.09
Jodie Bond	Salary (Feb-Mar)	Online	459.48
Hempton PC	Clerks Expenses Contribution	Online	20.47
Samantha Jackson	Payroll Agents Fee	Online	50.00
NALC	Annual Subscription	Online	153.18
	Total		£2335.83
Receipts from	Description		Amount (£)
Emma Duggan	Cemetery Fee	DC	630.00
Abbey Memorials	Memorial Fee	DC	55.00
	Total		£685.00

Cllr Elburn proposed that the Fakenham Auto Electrical invoice also be approved once received. All AGREED.

14.2 To receive report from councillor checking finances and note that payments are made online

Cllr Wade reviewed the finances and reported that they were in good order. Payments are made online; therefore, the audit checklist should be updated to reflect this. Clerk to action.

14.3 To appoint a councillor as Internal Audit Control Officer for the coming year

The Council RESOLVED to appoint Cllr Wade as the Internal Audit Control Officer for the coming year.

14.4 To approve annual subscriptions and direct debits for the coming year

Following consideration the Council RESOLVED to approve the continuation of the direct debit mandates and to renew subscription to NALC.

14.5 To review and approve the asset register
Following discussion, the Council RESOLVED to approve the asset register presented by the Clerk.

15. Review and approve the Information Audit
Following review, the Council RESOLVED to approve the Information Audit presented by the Clerk.

16. Receive items for inclusion on the next agenda and note the date of the next meeting
Items for inclusion on the next agenda: Street lights. The next meeting will be held on 19 April 2022.
The Chairman thanked everyone for attending and closed the meeting at 8.30pm.

17. To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential staffing items:

17.1 To consider and approve Clerk's pay increase and change to the Clerk's working week
Following review, the Council RESOLVED to approve the increase of the Clerk's salary to SCP20 and to approve the national pay increase of 1.75% increase, backdated to 1st April 2021.
The Council also APPROVED the Clerk's weekly contracted hours to be carried out flexibly between Monday and Thursday.

Signed by Chairman: Date: