



East Rudham Parish Council

Meeting Minutes

Tuesday 21 September 2021, 7.15pm

Parish Councillors present: Tony Elburn, Malcolm Pearson MBE, Rachel Wade, Sue Jones, Rosemary Weeks, John Dawson, Trevor Davis, Michael Chenery (County Councillor) from item 6. Also in attendance: Jodie Bond (Parish Clerk), there was 1 member of the public.

1. Welcome and to receive apologies for absence

The Chairman welcomed those present.

Apologies received from Hedley Mines. Apologies Accepted.

The Chairman announced that we have received Cllr Pauline Daisley Browns resignation from the Council. Pauline has resigned due to other commitments and personal circumstances. The Council wish Pauline all the best and thank her for her contribution during her time with the Council.

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 17 August 2021

The minutes were approved without amendment.

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

Clerk advised that Cllr Davis' Register of Interest forms have been forwarded to the Borough Council.

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

Michael Chenery (County Councillor)

Cllr Chenery urged Councillors to consider a project for the Members Fund and put the details in an email to him. It was discussed and agreed that the 20mph school flashing signs would be our preference. An application will be submitted to the NCC PPS Fund and some of the remaining amount would be applied for via the Members Fund. Cllr Pearson will confirm the prices of the flashing signs with Westcotec in the first instance.

Chris Morley (Borough Councillor)

Not present.

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

A member of the public present wished to raise concerns with the speeding and traffic along Station Road following a recent accident that the Parish Council were made aware of, and whether there could be some warning signs installed. It was remarked that ...'if toads can get a warning sign, then please can we'... There is no pavement or official footpath along Station Road, and therefore no safe passage for people to walk to the houses.

Following discussion, the Council agreed to make enquiries with Highways about installing 'Hidden Entrance' signs or 'Pedestrians in the Road'. Cllr Pearson added that the speed limit reduction has been refused in the past, but that we had produced a strategy for speed, which highlights and prioritises issues. Cllr Pearson also suggested attending the next Local Police Public Engagement Event at the café.

7. To receive updates from council members

7.1 Jack's Lane Windfarm Community Fund

No update.

7.2 SAM2 report

Location: Outside vets – monitoring westbound traffic

85th percentile 43.8mph

Max speed 90mph on 7th Aug at 5.45am.

Vehicle volume 134071, (compared with 2020 132414)

Percentage >40mph 30.07

It is now at Groveside monitoring eastbound traffic.

Data will be reported to the police once we can break the data down to give them some sort of target.

7.3 Conservation Area in Churchyard

This item will be removed from the agenda for the time being.

8. Open spaces & highways issues

- o Following the resignation of Cllr Daisley Brown, Cllr Wade suggested checking what progress (if any) had been made with regards to the Christmas Tree project. Clerk to action.

- o As no response had been received from Highways regarding the request for Station Road to be gritted, the Clerk followed up and received the following response...

I can confirm it was assessed through our assessment process in July this year for adding to a route, and I am afraid was declined, please see the comment below:

This request does not meet the required assessment criteria. Therefore, at the current time, there is no justification to add it to the treated network or resources available to treat an additional 6km length. The additional housing has yet to be built. Recommended to keep this section as a P3.

The further response when asked was...

P3 means priority 3 routes, these are minor routes that are done during prolonged periods of snow or ice.

We undertake Priority 1&2 routes on a regular basis dependent on temperatures and weather forecasts, P3 routes are only done when we have snow or long periods of freezing temps.

The Council were not pleased with this response, and Cllr Wade explained that it is a commuter route and a school route. Cllr Chenery asked how many students use this route. There are 88 children who attend East Rudham School. Cllr Chenery agreed to continue to request that it is included on the high priority route for gritting.

- 8.1 Receive update on the village green to include the allocated Post Office van space and chains and posts to prevent vehicles obstructing driveways

Posts & Chains

Cllr Elburn reported that he has received a verbal quote from Highways of £300 per unit which would include 2 posts, some chain and signs, so approx. £600 for 2 driveways. Cllr Wade was concerned that if this was carried out for 2 homes, the other homes along the green would also want the same. Cllr Pearson explained that the homeowners had agreed to make a contribution. This work would have to wait for our next budget and would also be conditional on the homeowners making a satisfactory financial contribution before it can be considered further. The quotes will be presented to the homeowners in question to establish whether they still wish to consider this.

Mobile Post Office Van

Cllr Elburn did have some reservations about the post that was discussed at our last meeting, and cars driving into it. Cllr Davis explained that the post could fold flat while the Post Office van is parked in the bay and extends when it is not. Cllr Weeks suggested a post made of durable resin/foam that would not be quite as hazardous if it was hit as a steel post. It was agreed this would be a more suitable option. Cllr Weeks will source some prices. Thanks, given.

8.2 Receive update on the village green picnic tables

- o The tables have now been removed from The Green for the winter, the ground spikes removed, the litter has all been picked and the grass has all been cut by Janes Coffee shop operative.
- o Originally Janes Coffee Shop and The Crown had an agreement in place where Janes would cover up until 3pm and The Crown would take over from 3pm to manage the area... and it worked really well in the beginning, but unfortunately The Crown did not want to continue to share the responsibility.
- o There had been more reports of glass being used outside and not collected recently. This was a real concern. Sadly there were one or two incidents with broken glass and people hurting themselves, which is not acceptable.
- o Cllr Pearson wished to give a huge thank you to Cllr Wade for her hard work in providing and overseeing the picnic tables this year. All Agreed.
- o Cllr Pearson went on to say that a letter to reflect the above will be sent to Janes Coffee Shop and The Crown. If this is to repeat next year, there will be stricter guidelines that must be adhered to and a reminder of licencing rules. Clerk to action.
- o Clerk to add this item (Village Green Picnic Tables) to our meeting agenda for discussion in January or February 2022.

8.3 Speed watch and speeding update

The Council had been contacted by a local parishioner, Elena Anastasi, who is the co-ordinator of a new Speed Watch group. Part of the regulations is that a Speed Watch group must obtain the consent of the Parish Council. Further to discussion the Council RESOLVED to support this group, on the condition that it is run through the official channels and in line with the police training and guidance.

This will be an asset to the village.

The co-ordinator also asked if there are any locations for consideration...the Layby on A148 past School Road towards Lynn, the layby on Fakenham end of A148, opposite Wensum House on Station Road, south side of the green and near the school. Clerk to notify the co-ordinator.

Cllr Wade advised that she had reported the cars parking outside the old butcher shop to the police, which were obscuring and obstructing passing vehicles which is dangerous.

8.4 Receive an update on village sign support replacement

The work has now been completed and all agreed looks great. The total cost was £910.29, part of which was accrued as expenses by Cllr Elburn, which was agreed to be reimbursed.

As mentioned before, going forward we will obtain quotes from external sources so that the work that Cllr Elburn currently fulfils for the council, can be budgeted for, such as mower repairs, grass cutting etc.

Cllr Elburn noted that John Deere have confirmed that E10 fuel is acceptable in the mower, for reference.

8.5 Discuss drainage issues

The heavy rain at the weekend resulted in a lot of surface water on the A148, Cllr Pearson would like to set up a site meeting between West Rudham PC and Houghton Estate to agree how to manage this.

The main issues are with Rudham Common. There are improvements that could be made to help, with ditches being dug out and maintained (by reminding landowners it is their responsibility where applicable), so that surface water can be absorbed off the road and released slowly.

Cllr Pearson has been in touch with someone who has a drone which they can use to take ariel photographs to show where the ditches are.

8.6 Receive an update on the UKPN undergrounding project

Cllr Elburn has set up a site meeting for Monday at 11am to establish what size it is intended to be as it has changed somewhat since the original request was made. Cllr Wades partner is happy to attend to offer professional help and advice and to help ask the right questions etc. Thanks, given.

9. Playpark update

The Chairman has received a commitment from the BC that we will receive the full amount of CIL funding applied for, totalling £8919 which is great news, however there are some provisos. The funds will be released once we have completed the work and have submitted the invoices to the BC. The acceptance letter has been signed and returned to BC.

The installation and restructure work will now be organised.

The landscaping of the area which will be funded by the grant from Jacks Lane Windfarm, will be organised separately.

The Council agreed to close the playpark while the work is carried out, during the winter.

Cllr Elburn advised that there is a pipeline coming from the Common across, underground, beneath the mound which must not be damaged. Clerk mentioned using DigDat to source any and all underground utilities that must be avoided during the work for an estimated cost of £30. Cllr Pearson proposed we go ahead and use DigDat, seconded by Cllr Elburn. All agreed. Clerk to action.

10. East Rudham cemetery

10.1 Receive an update on the concealed entrance / cemetery highways sign

Cllr Elburn will follow this up with Highways.

10.2 Discuss and consider new cemetery rules signs

- o Cllr Wade had a site meeting with a supplier and the proposal is to have a sign mounted on posts on both sides inside the entrance and on both gates. The rules will be added to the signs and will include the Clerks contact details. The signs would be made from weather board for £315 including VAT for 4 x signs including installation. The design, including the font, will be confirmed prior to installation.

- o Work to update the records is progressing and Cllr Dawson has started uploading the handwritten records into electronic form.

11. Newsletter

Cllr Weeks advised that inclusions should be received by mid-November, and the proposed dates for the temporary closure of the playpark will hopefully be included.

12. Planning matters

Back Lane

No further update.

12.1 To receive results of applications.

21/00182/F Broomsthorpe Hall Tatterford Road Broomsthorpe East Rudham Norfolk PE31 6TQ

PC comment - Supports | KLWNBC decision – Pending

21/00498/F | Land NE of 5 Eye Lane and S of The Bungalow Fakenham Road, East Rudham Norfolk

PC Comment – Supports with some highway concerns | BCKLWN decision – Pending

21/00992/F | Change of use of school to dwelling at East & West Rudham Pre School Group

PC Comment – Supports | BCKLWN decision - Permitted

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 – Objection | BCKLWN decision - Pending

21/01373/F | Proposed new residential dwelling at Land Adjacent To 54 Bagthorpe Road

PC Comment – Support | BCKLWN decision - Pending

12.2 To receive applications for consideration

21/01678/F | Meadow Bank 40 Bagthorpe Road East Rudham King's Lynn Norfolk PE31 8RA

New detached Garage & Carport, Two storey extension, replacement rear single storey extension, change of fenestration and exterior to be timber clad and rendered as shown.

PC comment- Supports.

13. To receive and consider any correspondence

An inscription request had been received from Howells for a grave in the cemetery which will be forwarded to the burial clerk.

14. Financial matters

There was some discussion about an alternative to plastic poppy wreaths, however the Council RESOLVED to purchase a type C poppy wreath, from the Royal British Legion for Remembrance Day.
Clerk to action

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 | 64.22 |
| K&M Lighting | Street Lighting Services | Online | 32.89 |
| J Bond | Clerk Salary (Aug-Sep) | Online | 413.36 |
| Hempton PC | Clerk Exps (laptop, mobile phone, stationery) | Online | 27.31 |
| T Elburn | Mower Fuel | Online | 25.00 |
| T Elburn | Village Sign Expenses | Online | 269.50 |
| Payne & Son | Village Sign | Online | 384.00 |
| B Thornton | Village Sign | Online | 360.00 |
| | Total | | £1576.28 |
| Receipts from | Description | | Amount (£) |
| Barclays | Interest of reserves | DC | 0.25 |
| F'ham & District Funeral Directors | Cemetery Fees - Barker & Rasberry | DC | 620.00 |
| NCC | Refund for car park white lining work | DC | 115.02 |
| | Total | | £735.27 |

Payments made via online banking.

14.2 To close the NS&I savings account and transfer funds to Barclays account

To enable us to close the account three signatures are required from 3 members of the Council who are not signatories on the bank account. Sue Jones, Rosemary Weeks and Rachel Wade duly signed the form together with the Clerk, which will then be returned to NS&I for action.

14.3 To review and approve the 6 monthly budget

The Clerk presented a draft of the 6 monthly budget for discussion. The Council is 44.26% spent on budget as of 20 September.

14.4 To agree to re-appoint the internal auditor for the 2021-22 financial year

It was discussed and agreed to appoint Di Dann to carry out the independent Internal Audit for 2021-22 at an agreed cost of £30.

14.5 Consider and agree to make a donation to the Great Massingham Car Scheme

The Council resolved to donate £300 towards the scheme which was budgeted for. Cllr Wade suggested noting this in the newsletter showing our support to the scheme.

15. Receive items for next agenda and note the date of the next meeting

The next meeting will be held on Tuesday 19 October at 7.15pm.

The Chairman thanked everyone for attending and closed the meeting at 9.10pm.

Signed by Chairman: Date: