



East Rudham Parish Council

Meeting Minutes

Tuesday 18 October 2022, 7.15pm

Parish Councillors present: Malcolm Pearson MBE (Chairman), Tony Elburn (Vice Chairman), Sue Jones, Rachel Wade, Rosemary Weeks, Trevor Davis and Chris Morely (Borough Councillor). Also in attendance: Jodie Bond (Parish Clerk) and Mark Tizard. There were no other members of the public present.

1. Welcome and to receive apologies for absence

The Chairman welcomed those present.

Apologies were received from John Dawson and Michael Chenery (County Councillor). Apologies accepted.

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

Cllr Wade declared a pecuniary interest in items for consideration under item 8.5. It was AGREED that Cllr Wade would abstain from participation in item 8.5.

3. To approve the minutes of the meeting held on 16 August 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

An article was included in the last newsletter regarding setting up a parishioner email mailing list. Since then, one member of the public has requested to be included. Agreed that Clerk would include a further note in the next newsletter.

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

Michael Chenery (County Councillor)

Not present, however the Council was reminded to consider projects for the Members Fund next year.

Chris Morley (Borough Councillor)

The Borough Council report included an update on the QEH, which now has 3000 props, the Levelling Up Fund for Kings Lynn, the £1.5million Rural England Prosperity Fund, local Solar Energy schemes, the CITB site and a radio interview concerning hardship funds. The full details are available from the BC website or directly from Cllr Morley. Thanks, given.

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

No further update until funding becomes available.

7.2 SAM2 & Speeding report

Speed Watch

Flyers have now been circulated and put up in public places around the village, however no other volunteers have come forward to join the team yet. The latest stats report received was circulated to Councillors. There is a National Road Safety Week, which is between 14th - 20th November.

SAM2 report

Location – Vets (westbound)

Average speed – 37.2mph

Max speed – 95mph on 22.09.22 at 11am

85th percentile speed – 43.3mph

Volume 132,347

8. Open Spaces & Highways Issues

No update has been received on the status of the Highways Rangers visit.

Clerk advised that West Rudham PC are proposing to install a second white finger post opposite the existing one on the parish boundary with 30mph speed signs on both sides, if permitted by NCC Highways. The Council AGREED to support this.

Cllr Elburn reported that the parish clock keeps stopping and this is believed to be due to a worn bearing. The Council therefore AGREED to go ahead with a site assessment and quotation for repair works.

Cllr Pearson noted that West Rudham PC and Houghton Estate had permitted fallen wood to be collected from West Rudham Common for fuel for those in need. **This will be organised by a member of the public.**

Cllr Elburn asked Councillors whether the winter village sign may be put up as usual. All AGREED and gave thanks to Cllr Elburn for arranging this.

A member of the public sent an email, concerned with the overgrown hedge near the vets. Clerk has requested Highways to cut it...Cllr Elburn had contacted the landowner, however they claim the hedge is not theirs and are therefore reluctant to cut it.

Complaints have also been received about the overgrown hedge on Station Road...this has been cut by the PC in the past, however the hedge is the responsibility of the homeowner. Cllr Elburn has been in contact with the homeowner and has considered cutting it for a nominal fee. However, this could set a precedent for others in the village. It was therefore AGREED that this matter should be escalated to Highways and consideration will be given to obtaining a price to cut the hedge, from a contractor, and asking the homeowner to pay that.

Cllr Pearson noted that the path was widened from egg shop to cemetery by Highways but the hedge has not been cut the whole length. Clerk to establish when they will be returning to finish it. Also, the trod from the wooden bus shelter is to be cleared. Clerk to report to Highways.

Cllr Jones will be attending the Remembrance Day service on behalf of the Parish Council in November and will place the poppy wreath at the Cenotaph. All welcome to join. Thanks, given.

8.1 Agree plans and funding for phase 2 of the Play Park

Cllr Wade reported that a funding application has now been submitted to The National Lottery Fund for the full amount required of £32,670...which include the play park equipment and additional seating. It may take up to 12 weeks for a decision. Further update to follow. Thanks were given to Cllr Wade.

8.2 Receive update on new bus shelter on Eye Lane

The street furniture licence was submitted to NCC and has been approved. The approx. cost of a bus shelter similar to the existing black and perspex ones will be approx. £3000. The exact model will be agreed outside of the meeting. The Council AGREED in principle to install a bus shelter, subject to receiving full funding. Clerk to submit a 50% price match funding bid to NCC PPS and apply for the shortfall via the BC CIL. Clerk to include a note in the newsletter informing parishioners of these plans.

Cllr Jones requested that a bus shelter also be considered for Groveside, as the existing shelter and bench is set back too far to be able to see the oncoming traffic, and people waiting at the bus stop get wet. The Council AGREED to submit a street furniture licence to NCC Highways following on site investigations with the Highways Inspector. Further update to follow.

8.3 Receive update on new bench on Broomsthorpe Road

Cllr Elburn reported that the bench has now been installed. Thanks, given to all those involved.

Cllr Elburn has been in contact with the people who sponsored the bench to explain that there was a small amount of funds left over. It was agreed that these funds may be put towards the removal of an overgrown tree, if it is considered necessary to be taken down.

Cllr Elburn would support the tree removal. The Council agreed to make further enquiries. Clerk to include this item on the next agenda.

8.4 Receive update on electric car charging point

Cllr Wade reported that two quotes have been received, and one is still awaited. The cheapest quote currently being £12,000 plus there would be a further fee to consider, for the cost of getting the power from the ground to the pole. There is a fast charge option so that you don't have to plug in and leave your car there all day. Three of the existing car park bays would have to be used to accommodate two car charging bays, which is the only real downside. Cllr Wade advised that the pub would be in support as this would provide a service for their customers.

Funding options would need to be considered. NCC PPS scheme do accept applications for car charging points. Also Jacks Lane Wind Farm could be a source of funding.

Cllr Pearson asked for any comments or objections. There were none. Cllr Elburn did highlight that the project would not benefit the majority of the community so should be financed totally by external funding. Cllr Pearson noted that the loss of a car parking space will have a knock-on effect to the street parking. Cllr Pearson proposed that a package of documents is put together to be circulated to Councillors, including quotes, plans and details of the project for consideration and to possibly discuss at a separate meeting. Clerk to also include details of these plans in the next newsletter to gauge parishioner's comments. Cllr Elburn suggested the Clerk contacts the insurers and assess what implications, if any, there would be for the Parish Council with regards to this project.

- 8.5 Consider making amendments to the PC rules for displaying signage on the Village Green
An email had been received from a local business owner requesting permission to place their signs on the Village Green. Following discussion, the Council RESOLVED to amend the rules as follows, subject to seeking prior consent from the Parish Council and adhering to other criteria, such as:-
Signs must be for hospitality and retail businesses only, within 100m of the Village Green.
Signs must not exceed 1.2m high and 50cm wide.
Signs may only be displayed on the Green during the businesses opening hours (i.e. put out and taken in in line with opening hours)
Signs must be placed at least 2m away from the edge of the kerb.
Signs must not obstruct driver visibility.
Short term temporary signs (such as event signage) may be permitted with prior agreement of the Parish Council.
Clerk to confirm this in writing to the local business.
Clerk to include these rules in the next newsletter and possibly display on the Village Green.
- 8.6 Church flagpole
Cllr Pearson reported that the church flagpole is broken and the church were unsure how to fund a replacement. However, the Council has not received any further communication from the Church at this time so are unable to help at this stage.
- 8.7 Consider the Church PCC request to hold a summer fete on Village Green in 2023
The Council RESOLVED in principle to permit this event being held on the Village Green, subject to confirmation of the date and receipt of a copy of the event risk assessment and public liability insurance.
Clerk to inform the PCC.
- 8.8 Discuss the archives event and agree storage of the documents
Cllr Pearson thanked Cllr Wade and others who helped with this event. It was a successful day with approx. 50 people attending. Cllr Wade also thanked everyone who was able to come along and help and to those that came along to see the documents and sit, chat and have a coffee. It was a very positive event and some nice comments have been received. Another similar event was suggested for the future.
Cllr Pearson has sourced some fire and damp proof flexible wallets that would be suitable for storing the documents, which could eventually be stored inside a normal filing cabinet. These wallets cost approx. £28 each, compared to a fire proof filing cabinet which costs hundreds. The Church has kindly agreed to make space to store the folders/filing cabinet. Cllr Morley suggested that the County Council may like a copy of some of the historic documents. Agreed this may be arranged once the documents are organised.
- 9. East Rudham Cemetery**
An email had been received from a member of the public complaining about the grass not being cut on one of the graves. Cllr Pearson shared recent photos of the plot mentioned, which shows only a small amount of grass had grown.
Cllr Pearson has moved items from the grave in line with the cemetery rules.
Work continues with the mapping but is a long process.
Cllr Elburn advised that more maintenance work will be carried out later this month.

Cllr Wade reported that the cost of the aluminium A-frames (68cmW x120cmH) would cost £75 each, with 'Pedestrians SLOW DOWN' or similar. These would help slow traffic and protect pedestrians walking from the church to the cemetery. Cllr Elburn suggested they could be stored in the shed in the cemetery. All AGREED to proceed with the purchase of 2 signs. Cllr Wade to action.

10. Newsletter

Cllr Weeks asked for inclusions to be received by 10th November with the Clerks report to be received following our next meeting.

11. Planning Matters

11.1 To receive results of applications.

No further update received yet on the Old Butchers site. Cllr Morley agreed to follow this up on our behalf.

21/01373/F | Land Adjacent To 54 Bagthorpe Road East Rudham King's Lynn

Proposed new residential dwelling **Appeal** reference: APP/V2635/W/21/3288964

PC comment - SUPPORTED –No further comment | BC decision – Appeal in Progress

22/00777/F | Unit 2 Coxford Abbey Farm Old Fakenham Road Coxford Norfolk

Re-building of workshop units following fire and part demolition

PC comment – SUPPORTS | BC decision - PENDING

22/00976/F | 3 Lynn Road East Rudham Norfolk PE31 8RE

Proposed Cart Lodge to provide undercover parking

PC comment – SUPPORTS | BC decision - PERMITTED

22/01146/F | at Land NE of 5 Eye Lane and S of The Bungalow Fakenham Road East Rudham

Variation of Condition 3 attached to Planning Permission 21/00498/FM: Proposed residential development of 10 dwellings. PC comment – No further comment | BC decision -

11.2 To receive applications for consideration

22/01377/F | Faize Cottage 21 Station Road East Rudham King's Lynn Norfolk PE31 8SU

Erection of single storey outbuilding to provide a games room and store

PC comment – SUPPORTS.

12. To receive and consider any correspondence

Clerks & Councils Direct magazine – made available to Councillors.

Email from Borough Council regarding how to spend a potential £1.5million Rural Fund – email circulated to Councillors.

13. Financial Matters

13.1 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and payments list (below).

Payments (to be made online)		
SSE	Electricity	157.71
Clerk	Salary (Aug-Sep)	489.80
Hempton PC	Clerk Expenses	23.29
HMRC	PAYE	11.20
East Coast Signs	Cemetery Markers	241.92
Centrewire	Eastgate Bench	312.00
PaperKlip	Speed Watch Flyer contribution	12.00
Cllr Expenses	General Maintenance, dog bin post, mower etc	73.49
Keegans	Cemetery Grass Cutting	180.00
Payne & Son	Bench Bracket	36.12
September payments ratified at October meeting (above)		£1537.53
K&M Lighting	Street Lights	32.89
Clerk	Website Hosting & Domain	120.46
Clerk	Poppy Wreath	23.98
T Elburn	Mower Fuel	25.00
Total		£202.33
Receipts		
Janes Coffee Corner	Newsletter Advert	48.00
SI Weet	Newsletter Advert	48.00
Cemetery Fee	Interment	250.00
Barclays	Income from reserves	4.78
Total		£350.78

13.2 To consider and approve the 6 monthly budget

Following consideration, the Council RESOLVED to approve the 6-monthly budget presented by the Clerk. Cllr Pearson proposed that £300 of our existing reserves are earmarked for the fireproof/damp proof wallets and £150 for the cemetery A frames. All AGREED.

14. To consider application to fill a parish councillor vacancy by co-option

Following consideration of Mr Tizard's co-option application form the Chairman asked Councillor's to cast a vote by a show of hands, to co-opt Mr Tizard. The vote was unanimously in favour of co-opting Mr Tizard. Mr Tizard then proceeded to sign his declaration of acceptance of office and will complete his register of interest within 28 days. Mr Tizard was welcomed onto the Parish Council.

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

Items for inclusion on the next agenda: Consider tree removal, Consider plans for the Royal Coronation event in May 2023. The next meeting will be held on 15 November at 7.15pm.

The Chairman thanked everyone for attending and closed the meeting at 8.50pm.

Signed by Chairman: Date: