



# East Rudham Parish Council

## Meeting Minutes

Tuesday 19 October 2021, 7.15pm

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

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**1. Welcome and to receive apologies for absence**

The Chairman welcomed those present.

Apologies received from Hedley Mines and 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 21 September 2021**

The minutes of the meeting 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**

- The poppy wreath has been ordered and delivered. Cllr Pearson will liaise with the Chairman of West Rudham PC to arrange laying the wreaths on Remembrance Sunday.
- The website has been started and should be ready to be published in early November.
- The NS&I account has been closed and the funds transferred to the Barclays Community account.

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

Michael Chenery (County Councillor)

Not present.

Chris Morley (Borough Councillor)

Report received via email below.

The Application (21/10373/F) for a dwelling up the cul de sac off Bagthorpe Road and opposite No 54 was refused as too close and overbearing. An almost unanimous decision, I asked them to have a visit to the site as I thought it would be acceptable when it bedded in. I called it in for the Committee to consider but was away. My letter of support was read out but it did no good.

**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.

## 7.2 **SAM2 Report**

Location:	Groveside – Eastbound traffic
85 <sup>th</sup> percentile	34.34mph
Max speed	90mph on 21 September at 9.45am.
Vehicle volume	129490
Percentage >30mph	44%

## 8. **Open Spaces & Highways Issues**

- Cllr Pearson is aware that the Speed Watch group is progressing. The location on School Road was suggested as another site to be monitored.
- Cllr Pearson also met with Westcotec and have agreed 2 locations for the flashing school signs. One will be sited by the horse field and powered with a solar panel, the other will be closer to the hall near the street lamp and will run off the power from the lamppost. There will be a £500 fee to pay NCC, per sign, to cover maintenance for up to 10 years. One sign will cost approx. £2300 and the other will cost approx. £3400. Once agreed Westcotec will liaise directly with NCC on our behalf to agree the suggested locations and permission required, they will also arrange for the signs to align with the school being in use or switched off when the school is empty. The installation could be scheduled for next April once the budget is agreed and funds secured. Funding will be applied for via NCC PPS, Jacks Lane Windfarm and NCC Members Fund, any remaining shortfall will be met with funds from Parish Council reserves.  
Cllr Davis asked whether the maintenance fees would cover any vegetation being kept cut back from around the signs. Cllrs Pearson and Wade advised it would not but that there is not any vegetation close to the suggested sites, so it should not be a problem.
- Cllr Elburn reported that a request had been made to Highways for a new grit bin in Coxford as requested by a parishioner. However, due to legislation changes Highways have unfortunately declined the request as it is not a hazardous area and for safety reasons, such as if grit is spread in a small area and someone falls close by, the liability will be on Highways. Cllr Elburn has informed the parishioners of the response. There is currently a grit bin at Groveside and Broomsthorpe Road.

## 8.1 **Receive update on the allocated Post Office van space and chains and posts to prevent vehicles obstructing driveways**

### Posts & Chains

- Cllr Elburn noted that as there could be more properties that may wish to have chains and posts outside their drives, there is a risk that eventually all parking space could be eliminated, and this would have a detrimental effect on the businesses and visitors to the green.
- Cllr Wade advised that there are now many traffic cones being placed outside peoples drives and is looking very unsightly and causing a similar problem for parking. Cllr Weeks mentioned that yellow lines were requested and refused by Highways in the past.
- It was discussed and the Council RESOLVED to refrain from progressing with the chains and posts for the time being and Cllr Elburn will speak to NCC Highways to ask them for their input and agree the best solution.

### Mobile Post Office Van

- Cllr Elburn had researched hinged posts, and there are many available. There is one that has encouraging reviews on Amazon for approx. £30. Also, Cllr Elburn has seen a similar post in action whilst away recently.

- It would be a lockable post with bracket. Cllr Wade would be happy to keep one of the keys so that if the post was forgotten to be raised back up after use, it would be able to be secured in position.
- The Council RESOLVED to authorise the purchase and installation of this post. It was also AGREED to produce and install a disclaimer sign for the car park. Clerk to seek advice on the correct wording for approval by the Council prior to purchase.

## 8.2 **Receive Update on Flooding and Drainage Issues**

A recent site meeting was attended by Cllrs Elburn and Pearson and a representative from Houghton Estate (who owns the land). The issues were highlighted to the Estate, but there were reasons given, by the Estate, for much of the suggestions being dismissed, such as pingos on the common which are protected (they are ice age pools with significant environmental importance), but the Estate agreed to look into this and confirm. It was also agreed that they could open up a section so that water runs off the common into a dyke. There is a ditch that runs along the north side of the common and along the A148 and goes into a large pipe and comes out on the south side of School Road, somewhere near the play park. It is relatively clear and seems to be performing at the moment, however in extreme weather this could flood and affect 8-10 houses and the PC want to see this problem rectified.

The path across the common will possibly be lost if the weather is bad, it was like a lake last year. Much of the water last year came off the common and flooded the footpath leading up to the village hall – there was a ditch along the side of the road but it is getting filled with trees growing. Cllr Elburn will ask the landowner in the first instance, to clear the ditch so that water can run up to the river. All AGREED.

## 8.3 **Receive an Update on the UKPN Undergrounding Project**

Cllr Elburn met with the Savills representative on site, who is the co-ordinator for UKPN. Not all the information was available for the meeting, so the representative agreed to take away the PC's requests and get back to us. It is expected that the larger unit will be required due to the increase from 200kw to 300kw being required. It must be sited 10m away from the nearest property, which Cllr Elburn agreed to measure and check. They are grateful for our comments and once the details are agreed work will get underway.

## 8.4 **To consider and agree plans for the Queens Platinum Jubilee on 2nd June 2022**

- Cllr Wade would like to organise events under her own business insurance, on the green for the Queens Jubilee next year and proposes that the PC registers with the BC to light a beacon for the Jubilee.
- Cllr Wade circulated details and prices of gas fired and crows nest beacons for consideration.
- The plan is for a piper to play a tune and the beacon would be lit on 2<sup>nd</sup> June with a school festival to tie in with the beacon lighting. A film festival on the green at dusk time on 3<sup>rd</sup> June. An open gardens event running through East and West Rudham including the church flower festival on 4<sup>th</sup> June and a family picnic on the green on 4<sup>th</sup> June.
- Cllr Weeks would like to see the beacon installed on the church tower so that it can be seen by everyone, however this may not be possible, as consent would be required from the Arch Deacon. Cllr Elburn will make enquires and confirm whether this would be possible.
- Following discussion, the Council RESOLVED to purchase the black crown gas fired beacon for approx. £490. The cost would be met with the £600 funds raised from the Queens 90<sup>th</sup> Birthday event in 2019. The Council agreed to register for the beacon lighting and to register for the interactive trail for children, as organised by the Borough Council.

- It was also AGREED to ask West Rudham PC whether they are planning their own event or whether they would like to join us and make a donation towards the beacon, so that it can be used again for future events. Clerk to action.

**9. Receive an update on the Playpark and agree the contractor**

- Cllr Wade had a further site meeting with the groundwork's contractor, MSH Paving, and works will commence on 15<sup>th</sup> November. A sign will be displayed on the play park gates informing people of its temporary closure while the work is carried out and it will also detail the next closest play parks (Massingham and The Kiptons) for parents to use in the meantime.
- There has been no change to the ground works quotation, but there has been a £900 increase on the play equipment quotation from NGF Play Ltd, totalling £8828.50 + VAT.
- Cllr Elburn advised that there is a pipe that runs underneath the play park somewhere, a utilities search was carried out as agreed, however it does not highlight any pipes or utilities. The historic pipe has also not been picked up on the search. Cllr Elburn asked Cllr Wade to ensure the contractors are made aware that they must dig with care. All AGREED.
- Cllr Wade proposed that the surfboard springer is relocated between the entrance gate and climbing frame but a section of fence would have to be moved and the gate rehung to swing the other way to accommodate it, it will also require a new ground anchor at extra cost. The additional funds would be met with Parish Council reserves. The Council RESOLVED to authorise this work which will be carried out by the groundwork's contractor and the new anchor to be supplied and fitted by NGF Play.
- Cllr Wade will confirm the price for the ground anchor with NGF Play. Clerk requested a copy of both contractor's public liability insurance and risk assessments prior to commencement of work.
- Cllr Elburn proposed that the 2 concrete posts are also realigned with the boundary hedge whilst the contractor is on site. Cllr Wade will request this during the next site visit w/c 25<sup>th</sup> October.
- Cllr Dawsons suggested informing the neighbouring properties to the play park of the planned work. Cllr Wade has already been in contact with the neighbours to the rear of the play park.

**10. East Rudham Cemetery**

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

Cllr Elburn has been in contact NCC Highways and requested a 'concealed entrance' sign to be installed opposite the cemetery entrance, at no cost to the PC. Cllr Elburn is awaiting confirmation.

**10.2 Review Quotations and Proof for New Cemetery Signs**

- Cllr Wade explained that the signage company would not be prepared to install the entrance signs higher than they recommended, due to obscuring driver's vision, they recommend signage at driver's eye level.
- The signs will be on a white background with black text. The 2 signs will be installed within the hedges to either side of the entrance gate saying 'East Rudham Cemetery', 2 further smaller signs will be installed to each gate to include the visitors' rules/conditions, clerks contact details and a note to explain that the full regulations can be obtained from our website. The Council RESOLVED to authorise the purchase and installation of these signs for £315 plus VAT, subject to agreeing a proof.
- As mentioned in item 10.1 a concealed entrance sign should be provided by NCC Highways. A fingerpost sign saying 'Cemetery' would be at a considerable cost to the PC, hence the 'Concealed entrance' sign was agreed.

- Cllr Pearson explained that there appear to be some graves shown on the plan that are unmarked in the cemetery, it was agreed that markers should be placed to mark the graves. This will be discussed again at a future meeting.
- Cllr Pearson also noted that there are quite a few gravel graves with weeds growing through them, which will need to be tidied up in the future. Cllr Dawson suggested organising a working party to help tidy and trim the cemetery near Easter time.
- Cllr Dawson has managed to upload many of the records, going back to about 1968. Work will continue on this.
- Cllr Weeks asked whether the cemetery plan would be published on the PC website, however Cllr Pearson explained that due to GDPR it would not. People would be welcome to ask questions via the Clerk.

## 11. **Newsletter**

Clerk to forward the PC report no later than a day or 2 after our next meeting and include a note about being awarded grant funding and the play park will be temporarily closed for 6 months from 1<sup>st</sup> November while the work is carried out. Cllr Pearson will include an article about the missing Tommy.

## 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

21/01010/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 - REFUSED

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 | BCKLWN decision - pending

- Cllr Elburn asked the Clerk to follow up with the case officer for the application 21/01012/F to receive an update.
- Clerk to book a space for Cllr Dawson to attend the first session of the planning meeting at Kings Lynn Town Hall on 15<sup>th</sup> November.

### 12.2 To receive applications for consideration

There were none.

**13. To receive and consider any correspondence**

- Thank you letter received from Great Massingham Community Car Scheme for the donation made.
- Invitation to attend an annual planning meeting at the Town Hall in Kings Lynn on 15<sup>th</sup> November. Cllr Dawson would like to attend the first session at 2.30pm. Clerk to action.
- Email from Norfolk Police regarding reporting the missing Tommy statue from the cenotaph. Cllr Pearson reported the crime to the local police and then followed up by reporting it online on behalf of the PC. The police would like to do a press release in an effort to find out any information. The Council AGREED to the press release. Cllr Pearson will continue to liaise with the police on this matter.
- Cllr Pearson also reported that unfortunately the vicar is unwell and the church has not been in touch with the PC regarding the Remembrance Day service as they usually do. If there is not a service at the church this year then as mentioned in item 4, Cllr Pearson will still organise the laying of the poppy wreath at the cenotaph at 11am, anyone who wishes to join will be welcome.

**14. Financial Matters**

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	Poppy Wreath & Ribbon	Online	20.75
J Bond	DigDat Utilities Search	Online	36.00
BCKLWN	Newsletter Printing Autumn 21	Online	81.06
	<b>Total</b>		<b>£170.70</b>
Receipts from	Description		Amount (£)
NS&I	Transfer of funds and closure of account	DC	592.66
Howells	Cemetery Fees	100335	120.00
	<b>Total</b>		<b>£712.66</b>

Payments made via online banking.

14.2 To receive report from parish councillor checking finances

Cllr Wade reviewed the finances and reported that they were in good order.

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

To include - Update on the missing Tommy statue following the press release and consider purchasing another next year but with additional fixings for better security.

The next meeting will be held on Tuesday 16 November at 7.15pm.

The Chairman thanked everyone for attending and closed the meeting at 9.03pm.

Signed by Chairman: ..... Date: .....