



# East Rudham Parish Council

## Meeting Minutes

Tuesday 17 November 2020, 7.15pm

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Parish Councillors present: Tony Elburn (Chairman), Malcolm Pearson MBE (Vice Chairman), Hedley Mines, Richard Bramley, Rachel Wade, Sue Jones, John Dawson, Rosemary Weeks, Pauline Daisley-Brown. Also in attendance: Jodie Bond (Parish Clerk) there were no members of the public.

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**1. To welcome and receive apologies for absence**

Apologies received from Cllr Chris Morley (Borough Councillor) & Michael Chenery (County Councillor). Apologies accepted.

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

Cllr Elburn declared a pecuniary interest in item 14.1

It was RESOLVED to grant Cllr Elburn a dispensation to participate in the consideration of item 14.1

**3. To approve the minutes of the meeting held on 20 October 2020**

The minutes were approved without amendment.

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

Cllr Daisley Brown enquired about the village sign – Cllr Elburn explained that the winter sign is currently mounted, which is a much lighter sign. Therefore the sign post replacement will be re-visited in the spring.

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

Not present.

**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 (for information only)**

**7.1 Jack's Lane Windfarm Community Fund**

There have been no further updates since our last meeting.

**7.2 SAM2**

Cllr Mines reported as follows: -

The SAM2 was moved from the vets to Groveside but due to fault, identified by Cllr Mines, the SAM2 was delivered to Westcotec. The fault was tested and the capacitors and radar detector were replaced and then returned. Thanks Given to Cllr Mines and Westcotec.

The data captured for the remaining time in situ showed that the max speed was recorded at 80mph on 23<sup>rd</sup> October at 4.25 am. The average speed on the 85<sup>th</sup> percentile was 34.3. Compared with the data taken at the same location during June/July the volume of traffic was down on the most current volume,

DRAFT until agreed at next meeting

but the 85<sup>th</sup> percentile average speed showed 34.9. With 51% of vehicles speeding during June/July and 43% of vehicles speeding during the latest data capture period.

7.3 Parish Partnership Scheme Project

The deadline for this year's bid applications is 4<sup>th</sup> December. There are no current projects for consideration.

7.4 Village Green Fencing Project

Work has not yet commenced on the final stage of the fencing, however due to the weather this work may be postponed until next Spring. Further update to follow.

7.5 Conservation Area in Churchyard

This project will be postponed until next Spring.

**8. Open Spaces & Highways Issues**

Village Gateways

Cllr Mines suggested asking Highways to paint some roundels on the road, similar to the ones recently painted in West Rudham, and to also to re-visit the option of having village gateways by Station Road. The existing gateways will continue to be monitored and a decision made about the position of the village name sign (on separate posts) and the size of the 40mph speed limit at a future meeting.

Defibrillator

The defibrillator has been returned to CHT to be tested for faults. The batteries are still within their life, but the indicators and audio alarm are on saying 'change the batteries'.

Cllr Person has therefore organised for it to be returned and a temporary one will be delivered on loan in the interim. In the meantime Webnos have also been notified and will remove our defib from the ambulance service list for the time being.

Stone Pit Wood

Volunteers paid for the hedge to be cut last year and the Parish Council AGREED to pay the £70 for the job to be carried out this year.

**9. Play Park update**

- The Little Owls bench has been received. We are awaiting a date for the installation.
- Cllr Elburn agreed to ask Dewing Trust for a contribution. An application will be submitted to Jacks Lane Wind Farm for £5000, and approx £3000 will be funded from the councils reserves. Further funding sources to be sought.

**10. East Rudham Cemetery**

Cllr Elburn advised that the hedges will be cut in due course.

**11. Newsletter**

Cllr Weeks advised that the Clerks report is still required, once received the newsletter will go to print.

## 12. Planning Matters

### ***Decisions on existing applications***

20/01287/F | Rudham House, Broomsthorpe Road East Rudham King's Lynn Norfolk PE31 8RG

Change of use of the land for the installation of Forge Unit

**PC comment - Support | KLWNBC decision – Permitted**

20/00498 | Leonardslee, Broomsthorpe Road

Extensions and alterations

**PC comment - Resolved to make no observations | KLWNBC decision – refused**

Clerk to enquire whether the Parish council will receive updates on progress of the appeal.

## 13. Correspondence

- East Rudham Primary School

The local primary school would like to have a second vehicular access put in at the corner of their playing field and this will require a dropped kerb. There is an existing gateway.

This decision has been made by the school to aid pedestrian and student road safety. The school have asked the parish council to contribute towards the cost of a dropped kerb to facilitate school staff vehicles accessing the school via a separate entrance to the students.

It was discussed and agreed that this would be a sensible idea to help reduce congestion and make the main entrance and the road outside safer. As School Road is an unclassified road no planning permission is required. Cllr Elburn will make enquires with Highways and the funding required will be considered further.

- Clerks and councils direct magazine

- Flooding survey – Cllr Pearson agreed to complete the survey.

Cllr Pearson has been in discussion with the Chairman of West Rudham PC to attempt to work together to locate maps or plans of drainage ditches and create an emergency flooding plan to keep drains, gullies and ditches clear to prevent flooding.

**14. Finance**

14.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

Payment to	Description		Amount (£)
K&M Lighting	Street lighting		£28.60
J Bond	Clerk Salary		£447.44
Hempton PC	Clerk expenses		£15.37
Centrewire	Bench		£214.80
SSE	Electricity		£68.18
Payne & Son	Swing repairs		£111.00
E Elburn	Burial Clerk Fee		£135.00
J Jones	Grass cutting		£550.00
D Wacey	Bench Concrete pad		£120.00
CHT	Defib annual support		£198.00
HMRC	PAYE		£110.20
	<b>Total</b>		<b>£1998.59</b>
Receipts from	Description		Amount (£)
H Brett & Sons	Cemetery Fees		120.00
	<b>Total</b>		<b>£120.00</b>

Payments made via BACS.

14.2 To consider and agree new laptop for Clerk

It was discussed and the Council RESOLVED to contribute towards the rental of a laptop from Hughes Electrical and software programs at the proportionate rate of approx £6.50 per month.

**15. Consider and adopt updated Standing Orders and Financial Regulations**

The Council RESOLVED to adopt the Financial Regulations and the superseded Standing Orders that were presented by the Clerk.

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

Clerk to include Village Gateways report on the next agenda.

The next meeting will be a budget meeting on Tuesday 19 January 2021 at 7.15pm

An interim meeting will be held between the Chairman, Vice Chairman and Clerk to carry out the preliminary work ahead of the budget meeting.

**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 reducing Clerks weekly contracted hours based on current workflow

Following discussion the Council RESOLVED to reduce the Clerks weekly contracted hours to 4hrs per week.

The Chairman thanked everyone for attending and closed the meeting at 8.28pm

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