



# East Rudham Parish Council

## Meeting Minutes

Tuesday 16 March 2021, 7.15pm

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Parish Councillors present: Tony Elburn (Chairman), Malcolm Pearson MBE (Vice Chairman), Hedley Mines, Rachel Wade, Sue Jones, John Dawson, Rosemary Weeks, Richard Bramley, Pauline Daisley-Brown Chris Morley (Borough Councillor). Also in attendance: Jodie Bond (Parish Clerk) there was 1 member of the public.

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

Chairman opened the meeting at 7.15pm and welcomed those present.  
There were no apologies.

**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 16 February 2021**

The minutes were approved without amendment.

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

There were none.

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

Chris Morley (Borough Councillor)

- The Local Elections will be taking place on 6 May.
- Cllr Morley will be standing for County Councillor at the elections, he will lobby for a fairer share of hospitality funding for rural communities, among other things.
- There was no further update regarding CITB, however a call is scheduled for next week for a progress report.
- Talks have taken place with Lord Dannatt, the new Chair of the Norfolk Flooding Taskforce and it is encouraging that some positive action will be taken.
- Awaiting an update on funding for housing in the Kings Lynn area. Further update to follow.
- Cllr Pearson raised concerns about ditches and dykes on privately owned land and the responsibility falling to the landowners. However, if the ditches get filled in, who do we notify. Cllr Morley suggested putting specific questions in an email to him so that he may obtain answers on our behalf.

Michael Chenery (County Councillor) – Not present

- Cllr Chenery confirmed that he will be able to provide £500 from the Local Members Fund towards the proposed dropped kerb project on School Road. Thanks, given.

**6. Open forum for Public Participation: an opportunity to hear from members of the public**

The member of the public present wished thank the members of the Parish Council for their response to the Covid19 pandemic and was proud and impressed by the council's response. An article has been

written about people's experiences throughout the lockdown and to see how Norfolk had responded to the pandemic and what local councils may need after the lockdown.

**7. To receive updates from council members (for information only)**

7.1 Jack's Lane Windfarm Community Fund

Cllr Bramley advised that the next round of funding is now open for bids. Cllr Elburn has already submitted a bid for £5000 (the maximum amount) for the play park. Decisions from the board are expected by mid-June.

7.2 SAM2 update

Cllr Mines reported: -

The SAM2 has been moved from Grove Side to The Green.

The maximum speed was recorded at 80mph at 10.30pm on 3 February.

The 85th percentile was 35.4mph which is more than 1mph faster than when last sited at Grove Side.

Volume of traffic is still down but this is the worst site for speeding.

Traffic probably slowed down as it entered West Rudham, then sped up in-between before entering East Rudham.

Total number of vehicles recorded was 64482, compared to 106742 last time at this location.

It was suggested that we liaise with West Rudham and consider coinciding both SAM2's when at the Grove Side position.

7.3 Defibrillator update

Nothing to report at this time.

7.4 Conservation Area in Churchyard

Cllr Daisley Brown had received an email from NWT to organise a site meeting and survey, once it is possible to do so. Further update to follow.

7.5 Village Christmas Tree

Cllr Daisley Brown had been in contact with The Crown who would be willing to help if required. It was discussed and agreed that Cllr Daisley Brown could put a post on the local community Facebook page to see what interest there would be from members of the public and whether there would be enough volunteers to help organise this.

Cllr Pearson and Cllr Elburn expressed concerns about the damage that may be caused to the soft grass in wet weather and the effect on any underground cables. Surveys would be required, at a cost, to highlight any underground pipes/cables.

Cllr Daisley Brown suggested that the Christmas tree could be sited on the very edge of the green or on the hardstanding to ensure the minimal amount of activity or damage to the green.

Further discussion and consideration are required before a decision can be made.

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

Cllr Elburn will forward a list of tasks for the Highways Rangers to the Clerk.

Cllr Elburn advised that the litter pick could not go ahead in March due to the restrictions on travel and the BC would not be able to collect the rubbish. It was suggested that the litter pick therefore be postponed until April. Cllr Elburn reported that there had been litter along the Fakenham Road, that the BC must have cleared as it has now gone.

### **8.1 Village Green update**

The remaining fencing will be completed towards the end of April but is weather dependant.

### **8.2 Village Gateways update**

It was agreed to wait until the weather is better to meet on site and discuss this project further.

### **8.3 School Access PPS Fund**

Cllr Chenery has agreed to provide £500 from the Local Members Fund, towards the cost of the dropped kerb outside the school. We are still awaiting the result of the PPS funding bid of £1100, which should be received this month. The Council RESOLVED to contribute the remaining £600 towards the project. The total cost of the project is £2200.

### **8.4 Consider and agree Tommy sign for the cenotaph for VE Day 8<sup>th</sup> May**

Following discussion, the Council RESOLVED to purchase a 4'10" high metal Tommy Soldier silhouette statue to be installed next to the Cenotaph at a cost of £175 plus £25 delivery plus VAT. Clerk to ask West Rudham Parish Council whether they would like to contribute towards the cost.

## **9. Play Park update**

- Cllr Elburn had submitted a funding bid to the BC CIL, which has been acknowledged.
- The local WI have donated £60 towards the project. Clerk to send a letter of thanks.
- West Rudham PC have agreed to contribute £500 towards the project, thanks Given.
- West Rudham have agreed to submit a funding bid to the BC CIL for the play area once the East Rudham application has been considered and a decision made.
- Following review of the Equality Policy Cllr Dawson highlighted the requirement for the new play equipment to be accessible to all. Cllr Wade confirmed that this had been taken into account when planning and discussing the new equipment, the equipment will be as accessible to all as far as possible, i.e. a bucket swing will be installed instead of a standard swing and the pathways will be levelled to aid wheelchair access etc.
- It was noted that groups of people had been congregating at the play park since the children returned to school. It was agreed that the Covid19 laminated signs would be put up again around the play park reminding parents not to gather in groups as we are still on lockdown.

## **10. East Rudham Cemetery**

Nothing to report.

**11. Newsletter**

The newsletter has been distributed and two further advertisers' fees have been received. Cllr Weeks would like to receive inclusions by 10<sup>th</sup> May please. Clerks report to be sent after May's meeting.

**12. Planning Matters**

Land to the rear of the Butchers shop on Station Road (Smoke Houses).

The Council had been made aware, by many local parishioners, that the outbuildings had been demolished and whether there had been a planning application? The Parish Council have not received a planning application. This area of land falls within the conservation area.

The Clerk notified the BC Planning Department and raised concerns; however, we were informed that we may not receive a response for a few weeks due to a backlog of work.

Concerns were also raised about the increase on traffic around this area and the additional parked vehicles which have caused some near misses. It was suggested that photographs re sent to the local police to make them aware of the situation and to document the issues.

12.1 To receive results of applications.

20/02046/F Rock Cottage Broomsthorpe Road East Rudham King's Lynn Norfolk PE31 8RG

Proposed extensions and alterations

PC comment - Supports | KLWNBC decision – Awaiting decision

20/01833/F The Firs 32 Bagthorpe Road East Rudham King's Lynn Norfolk PE31 8RA

Proposed addition of part first floor to barn conversion approved under ref: 18/00379/F

PC comment - Supports | KLWNBC decision – Awaiting decision

21/00090/F Holly Lodge Station Road East Rudham King's Lynn Norfolk PE31 8SU

Single storey side extension to existing dwelling house

PC comment - Supports | KLWNBC decision – Awaiting decision

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

Variation of Condition 9 of Planning Permission 13/00514/F: Conversion of redundant agricultural buildings to 6 residential dwellings

PC comment - Supports | KLWNBC decision – Awaiting decision

12.2 To receive applications for consideration

21/00175/RM Land NW of St Patricks Villa Back Lane East Rudham Norfolk

Pair of detached self-build dwelling and garages

PC comment - Supports | KLWNBC decision – Awaiting decision

21/00263/F . 15 Eye Lane East Rudham King's Lynn Norfolk PE31 8RJ

Proposed side extension

PC comment - Supports | KLWNBC decision – Awaiting decision

21/00233/F The Close Station Road East Rudham Norfolk PE31 8SU

An open fronted timber framed garden room

PC comment - Supports | KLWNBC decision – Awaiting decision

**13. Correspondence**

UK Power Networks - Proposed Undergrounding Project

The Council agreed for Cllr Elburn to sign the wayleave and return it on behalf of the Parish Council. Cllr Elburn will have further discussions with UKPN before the form is returned, to establish the exact location of the planned work and to agree compensation. This work is not expected to go ahead until early 2022. Cllr Elburn requested that this item remains on the agenda for further progress updates.

**14. Finance**

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 Mar	DD	60.25
K&M Lighting	Street Lighting Mar	Online	28.60
Clerk	Salary Feb-Mar	Online	359.11
Hempton Parish Council	Expenses (Laptop, Mobile Phone, Stationery)	Online	23.25
HMRC	PAYE	Online	176.60
T Elburn	Mower Fuel	Online	22.56
NALC	Subscription	Online	183.72
	<b>Total</b>		<b>£854.09</b>
Receipts from	Description		Amount (£)
H Brett & Sons	Cemetery Fees	DC	55.00
Morris, Russell	Newsletter Advert – Pollen Gardening	DC	24.00
WI	Play Park Donation	100334	60.00
Barclays	Interest on reserves	DC	0.25
	<b>Total</b>		<b>£139.25</b>

Payments made via online banking.

14.2 To agree subscriptions to associations for 2021/22 (NALC/NPTS/SLCC)  
 Quotations had been received from NALC (£183.72) and NPTS (£110.68). Following discussion, the Council RESOLVED to renew their subscription with NALC for £183.72.

14.3 To discuss and agree new payroll services for the Clerks salary  
 Clerk presented various price options of payroll agent fees. The most competitive price was from Orchard Accountancy at £7.50 per month. The current annual fee is £49.50. Following discussion, the Council RESOLVED to use Orchard Accountancy to carry out the payroll service to maintain professionalism, subject to the Clerks other Councils reflecting the same decision.

**15. Adopt Information Audit, Equality, Training & Development and Privacy Policy**

Following review, the Council RESOLVED to adopt the Information Audit, Training & Development Policy, Equality Policy and Privacy Policy that were presented by the Clerk.

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

The next meeting will be held on Tuesday 20 April at 7.15pm. The Hall should be open and available to use for the May meeting, subject to Government guidelines.

The Chairman thanked everyone for attending and closed the meeting at 8.25pm

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