

MINUTES OF A PARISH COUNCIL MEETING
AT FLEGGBURGH VILLAGE HALL
Monday 30th May 2022 at 7.30PM

Present: Cllr R. Doyle, Cllr F. Dockerty (minute taking), Cllr C. Merritt, GYBC Cllr Adrian Thompson

Members of the public present: 16

Cllr. Doyle opened the meeting and welcomed all.

1) ELECTION OF CHAIR

Cllr R Doyle for chair, proposed Cllr Merritt, seconded Cllr Dockerty. **Agreed.** Cllr Doyle thanked all for the proposal he will do his best for the parish.

2) ELECTION OF VICE-CHAIR

Cllr C Merritt for vice-chair, proposed Cllr Doyle, seconded Cllr Dockerty. **Agreed.**

3) APOLOGIES

Cllr Shaun Hacon – work commitment. **Accepted.**

4) DECLARATION OF INTERESTS

Cllr Dockerty planning decision

5) MINUTES OF THE PREVIOUS MEETING

5.1 To confirm and agree the minutes of the Parish Council Meeting held on Thursday 21st April 2022

Approved signed Cllr Doyle and Cllr Merritt. Cllr Dockerty abstained was not present at the previous meeting.

6) PUBLIC PARTICIPATION

6.1 To receive reports from County and Borough Councillors and Police Report.

County Cllr not present, police not present. Borough Cllr nothing further to add from the Annual report given.

The meeting will be adjourned for up to 10 minutes.

6.2 To receive questions from the public relating to items on the agenda or items to be considered for a future meeting.

Lack of presence from County Cllr noted, questioned whether County Cllr has supported the pedestrian crossing, Cllr Doyle commented that in the initial stages of the process he was supportive. **Action** Cllr. Doyle to contact County Cllr regarding presence at meetings and the crossing. Minutes from the previous meeting need to be published on the website. Thanks, expresses to Parish Cllrs. for continuing with the Parish Council and for being present for the meetings today. Bygone woods - if changes / developments take place how will this be communicated to parishioners? emails have been sent but have not received a response. Parish council apologises that the emails have not be responded to, thank you for raising it. Public able to contribute to Bygone item in meeting.

7) CLERK & RFO

7.1 To confirm and ratify the appointment of a new clerk and RFO proposed Cllr. Doyle, seconded Cllr Merritt. **Agreed.** Cllr Doyle Introduced Helena Payne as new clerk subject to contract. Helena Payne stated that she is looking forward to being part of the team.

7.2 Letter of thanks to Charlotte Hummel for her work as a temporary clerk **Approved**

7.3 To consider clerk training – postponed subject to consider when contract is signed.

8) MATTERS ARISING – TO RECEIVE UPDATES

8.1 Councillor Vacancies following resignations from K Osborne, E Sneddon & P Ely – **Noted**

8.2 To consider a Co-option to fill an existing councillor vacancy and awaiting confirmation from GYBC if free to co-opt a further three positions if no election requested. – **Noted**. No interest in vacancies has been received. There are currently 5 parish council vacancies, of which, there are 4 vacancies to consider for Co-option. If anyone would like to join the parish council, please get in touch.

8.3 SAM2 updates. Cllr Merritt gave a summary of figures recorded. SAM2 has been positioned on main road by broad farm, from the 14th April to the 18th May report shows the max speed clocked was 75mph. 101,875 cars travelled in the period; the average speed of vehicle captured by the SAM 2 was 44 mph.

8.4 Confirm an Internal review regarding FOI request – parish council acknowledges the request however at present the parish council is not able to carry out an internal review, do not have the required resources.

9) PLANNING

a) Applications received

(i) 06/22/0246/HH: Proposed detached garage; demolition of existing garage and erection of rear extension; proposed porch. Location: White Gates Main Road A1064 Fleggburgh NR29 3AG. Support proposed Cllr. Dockerty, second Cllr. Merritt **All in favour**.

(ii) 06/22/0283/TRE: G1 -G5 - 14m sycamores - reduce group by 2m in height to reduce wind-throw, 1 sycamore of group to be pollarded at 8m due to heavy decline; T2 - 9m Conifer - reduce height by 3m to allow more room for other trees; T3 - 6m maple - crown raise to 2.5m and reshape crown by 1m. Location: 2 Bygone Close Fleggburgh NR29 3FA. – Comments and support in the tree officers report noted by Cllrs. Support proposed Cllr. Doyle, seconded Cllr. Dockerty **All in favour**.

(iii) 06/22/0330/HH: Proposed demolition of rear conservatory and replacement with new sunroom; Replacement entrance porch. Location: Reflections Mill Lane Fleggburgh NR29 3DA. support, proposed Cllr. Dockerty, seconded Cllr. Merritt **All in favour**.

(iv) 06/22/0331/HH: Proposed single storey rear extension. Location: 26 The Village Main Road A1064 Fleggburgh NR29 3DL. Support, proposed Cllr. Doyle, seconded Cllr. Merritt **All in favour**.

(v) BA/2022/0183/HOUSEH: Single storey rear extension with first floor balcony, detached double garage with storage floor over and retention of oil tank. Location: Broadlands, Main Road A1064, Acle Bridge, Fleggburgh. Support Proposed Cllr. Dockerty, Seconded Cllr Doyle. **All in favour** with the suggestions in the Historic environmental report kept in mind.

(b) Planning decisions

(i) 06/21/0995/D: Application for approval of Reserved Matters pursuant to Outline planning permission 06/18/0436/O - details of appearance and landscaping, for residential development of 13 dwellings, access, garages and parking (Amended Description). Location: Land adj New House, Tretts Lane off Rollesby Road, Fleggburgh. **Noted**

10) FINANCE

10.1 Accounts

Cllr Doyle - Accounts currently under audit report due before end June see 10.3. - **Noted**

10.2 To approve items for payment in APRIL & MAY 2022:

Norfolk ALC	Annual Subscription	£251.91
ICO	Annual Subscription	£35.00
URM	Recycling	£12.60

*Further payments may be approved that are received after publication of the agenda

Cllr Doyle - NALC payment cannot be approved yet, unable to pay at present. Approved signatories need to be addressed. NALC have been informed of situation **Noted**. Direct debit payments for ICO and URM **Approved**.

10.3 To confirm that the accounts for 21/22 are with the Internal Auditor. **Confirmed**

11) SIGNATORIES

11.1 To discuss additional signatories for banking. – deferred to next meeting. **Action:** follow up with Bank regarding who can be signatories Cllr Merritt to contact the bank to look at removing old signatures and to discuss a way forward.

12) NEIGHBOURHOOD DEVELOPMENT PLAN

12.1 Update on NDP. Cllr Dockerty - referendum on the 16th June 2022, where parishioners are given the opportunity to vote on the plan. Leaflets and posters have been created and distributed to remind parishioners about the purpose of the NDP and the importance of voting. **Noted**

13) HIGHWAYS

13.1 To give an update on the timeframe for the second pedestrian crossing survey on Main Road A1064. Cllr. Doyle - The survey window was from 20th April to the 30th May. It can take approximately 4 – 6 weeks for the report to be produced. **Noted**

13.2 To consider a contact sheet for councillors and residents about Highways/planning/enforcement issues. – useful contact numbers for parishioners – on hold.

14) FOOTPATHS

14.1 Update on the public rights of way around the parish and cutting schedule – Cllr Hacon provided a statement read by Cllr. Merritt. – Mr Simon Crook cut today (30/05/22) all 5 public rights of way, parish council has a 2-year contract with Mr Crook. **Noted**

15) LEASED LAND

15.1 To consider styles and quotations for the replacement of the double gates on the leased land – Cllr Hacon to report. Noted that the gates are in a bad state. Cllr Dockerty asked for clarification regarding whose responsibility it is to repair the gates. – Item for next meeting agenda.

16) BYGONE WOODS

16.1 The working group to organise an inspection of the wooded area with the Wildlife trust – Cllr Hacon to report. Cllr Merritt stated that she have visited the site along with Norfolk Wildlife Trust. There is some damage from fallen trees, the site does require support, but at the visits there was lots of wildlife spotted. There are concerns with opening up to the public, and the impact this will have on the wildlife, safety of the area and issues with access and parking. Cllr Dockerty echoed Cllr Merritt's views, also shared by members of the public in attendance. Cllr Doyle - Item will be addressed at the next meeting hopefully Cllr Hacon can be in attendance.

17) COUNCILLOR RESIGNATIONS

17.1 To send a letter of thanks for the councillors that recently resigned, and to J. Pratt, F. Brown, and J. Roper. **Approved** will be actioned in due course.

18) COMMITTEES & POLICIES

18.1 Adoption of a persistent, vexatious complaints policy. Tool for parish council to use when dealing with complaints and to give clarity to parishioners. Proposed Cllr Merritt, seconded Cllr Dockerty **All in favour**. **Action** Cllr Doyle will bring a paper copy of the policy to the next meeting.

19) ANY OTHER BUSINESS TO BE RAISED AT A FUTURE MEETING

Cllr. Doyle - Clippesby notice board in desperate need of repair

20) NEXT MEETINGS OF THE PARISH COUNCIL

20.1 To reschedule the next Parish Council meeting due to take place on Thursday 9th June 2022.

Wednesday 29th June 7.45pm Preposed Cllr Doyle, seconded Cllr Merritt, **All in favour.**

20.2 To discuss dates and frequency of meetings if the Parish Council continues to only have 4 members. - postponed to next meeting.

Meeting closed 20.46