

Earsham Parish Council Minutes

of a meeting of Earsham Parish Council held at the Village Hall,
on Wednesday 27th March 2024 at 7.30pm

Present: Councillors: Richard Randlesome (Chair), Tony Leech (Vice-Chair), Dave Clark, Keith Reeve, Jim Bennett, and Nicholas Meade

Also present: District Councillor Chris Brown, 3 members of the public and Lynda Ling (Clerk)

1. Welcome – The chairman welcomed those present at the meeting.

2. To receive and accept apologies from members unable to attend – Apologies were received and accepted by Cllr. R. Naunton, District Cllr. Brendon Bernard and County Councillor Barry Stone

3. To receive any declarations of interest, in particular matters to be raised at this meeting

- To note any declarations of members pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda – Cllr. Randlesome declared an interest in item 9a, Cllr. Clark declared an interest in item 6a and Cllr. Meade declared an interest in item 7
- To consider any dispensation requests - None

4. Approval of minutes of the meeting held on Wednesday 31st January 2024 - Agreement was proposed by Councillor Leech and seconded by Councillor Clark **ALL AGREED**

5. Reports/Protocols/Consultations -

Police, District and County Councillors –.

District Cllr. Brown submitted the following report :-

- South Norfolk Council have set the Council Tax for a Band D property at £170 for the coming year. This is an increase of £5.
- A one-off VAT rebate has been received by South Norfolk Council for over £854,000 due to HMRC accepting that local authority leisure services are provided under a statutory framework. This will be used to support the South Norfolk Leisure Centres over the coming years
- Additional money has been allocated to the Household Support Fund to double the assistance to hard pressed families
- £75,000 has been allocated to strengthen enforcement of planning conditions.
- The 1 year contract for a Flooding Officer has been extended for 2 years to support the Council's role in flood prevention
- An increase of £100,000 has been allotted to the Community Action Fund. This is open to all District Councillors to apply for funding for their Wards.
- Village Clusters – still awaiting outcome
- Recycling – there is a requirement to have food waste collections in place by 2026
- An extra-ordinary meeting held this week saw the Greater Norwich Local Plan agreed
- Police Commissioner election is taking place on May 2nd 2024

Chairman and Parish Councillors

Chairman's Report –

- The Chairman had been invited to attend the Bungay Civic Service in March but had to decline for personal reasons.
- Cllrs Naunton and Clark met with the Chairman to discuss issues relating to the A143 with a view to submission to Highways. This report has subsequently been submitted to the Area Engineer for this area as well as County Councillor Barry Stone.

- The remedial works at the Bull Inn on The Street, have been scheduled into NCC's budget for the financial year 2024/25.
- The Chairman and Clerk attended the Town and Parish Forum recently.
- The Pride in Place application for drainage works and resurfacing of the village car park was unsuccessful. There is money in earmarked reserves for the drainage issue and a quote will be sought for potholing work only rather than a full resurface of the car park.
- Recycling Centre – bins have been emptied and 2 bins removed by South Norfolk Council, the area is looking much tidier now.

Cllr. Clark – reported that he had requested to become the Parish Council's representative for the Armed Forces Covenant. The previous holder of the role was the previous Chairman who was no longer on the Parish Council, and he was happy for Cllr. Clark to take on post.

Clerk's report –

Trails Team – reported footpath at Minns Bridge – response from NCC :-

Your enquiry ENQ900259223 received on 26/02/2024 09:30:08 regarding Public Rights of Way and Trail Maintenance: Public Rights of Way and Trails has been updated.

New Status: No action has been taken at this time, but we will continue to monitor the problem -We have assessed that the defect does not currently meet our intervention criteria. We will continue to monitor as part of normal scheduled inspections.

Any additional comments the Countryside Access Officer has made relating to this enquiry: **This path is included in our annual surface cutting contract and currently receives 2 cuts in the Spring/Summer. Access to the path has been interrupted during the past year due to overtopping of the river.**

REG R826 CVF – purple lorry in layby which has been reported by someone on the Council website's link to Fix My Street – had a response from county and district councils to say no-one is there. **UPDATE** – Cllr. Brown commented that an officer from SNC was scheduled to visit the lorry today.

6. Village Items – Update on all village items, including the WW1 Commemorative Plaque, Signpost, etc. plus: -

- WW1 Commemorative Plaque - Cllr. Meade reported that the street furniture siting application form had been submitted to Highways and was awaiting a response. In addition, an email had been sent to Highways requesting an update on the re-siting of the fingerpost on the junction of The Street/School Road.

a) Report from the Speed Watch group – Cllr. Clark reported that the group had not been out during the last month but will be out next Tuesday. Cllr. Leech has joined and will be inducted at the same time.

b) Update on commemorative bench to mark King Charles III coronation – The bench has been delivered to Cllr. Bennett and the next step will be for councillors to decide where exactly it is to be sited on The Green.

c) Update on the purchase of a new noticeboard for the Village Hall – Is due to be delivered soon. **UPDATE** – delivered to the Clerk on 28th March 2024.

d) Defibrillator training with Bungay First Responders update – This took place on 19th March and was well attended by councillors and residents. Councillors in attendance all agreed it was a very good training session and each had learned something new.

e) Discussion on a planting scheme for Spring and discuss forming a group of volunteers to undertake and look after same – The Clerk had spoken to District Councillor Brown before the meeting regarding a new funding pot which was live from April 1st. These funds could be applied for to purchase some plants to get the project underway. Councillors agreed that the Clerk should apply. **ALL AGREED**

An article in the next edition of the Parish Magazine asking for volunteers to come forward was suggested and a short discussion was also held on finding out who owned the small piece of land on which the Village Sign stood, the Clerk to make enquiries to clarify. **ACTION - CLERK**

f) A143 speeding and any other actions relating to same – covered in Chairmans report

g) Discussion on D-Day 80th Anniversary 2024 – Some ideas were floated to commemorate this anniversary, but after a short discussion it was agreed to put a piece in the Village Magazine asking for resident's thoughts. **ACTION – CLERK**

h) Discussion on Emergency Action Plan – It was agreed that this should be included in the Parish Magazine to make residents aware of it and hopefully attract volunteers with skills and equipment to be part of the Plan. In the meantime, a small working group comprising of Cllr. Randlesome, Leech, Clark and Bennett should look in greater detail at the EAP and suggest any changes. **ACTION - CLLRS RANGLESOME, LEECH, CLARK, BENNETT**

ACTION - CLERK

i) Discussion on resident's request to consider asking if a footpath could be installed along Church Road – A member of the public present put forward his reasons for the request, which was agreed and echoed by parish council members. This is another request which could be put forward to Highways as part of the current issues with speeding in the village and resident safety.

j) Update on NCC Parish Partnership application for LED bollard on A143 junction – A letter had been received awarding the Parish Council half of the funds for the purchase and installation of the bollard. This would cost the Parish Council upwards of £1000 as their contribution towards the costs. It was agreed that this should be progressed, and agreement was proposed by Cllr. Randlesome and seconded by Cllr. Clark. **ALL AGREED**

k) Update on Pride in Place funding application and discussion on next steps for drainage channel and car park resurfacing – As previously mentioned in the Chairman's report, the application for grant funding of £10,000 was unsuccessful. There is enough money in earmarked reserves to pay for the drainage works and possibly getting the potholes filled, but not enough money for a resurface. It was agreed to progress the drainage work with the agreed contractor, Waterfield & Sons Ltd, and to get a separate quote for pothole filling from the same company. The cost of the drainage works is £3,800 plus VAT. Proposed by Cllr. Bennett and seconded by Cllr. Clark **ALL AGREED**

l) Agreement of start time for the Annual Parish and Parish Council meetings on 29th May 2024 – It was agreed to commence the Annual Parish Meeting at 7pm followed by the Parish Council meeting at 7.45pm. **ALL AGREED**

m) Village assets inspections – Councillors were in receipt of a list of both village assets and policy schedules so that there was an awareness of duties and responsibilities. These were noted.

7. Planning Applications –

Application Number : 2024/0681

App Type : Agricultural Parish

Parish : Earsham

Location : Camphill Farm, Middle Road, Earsham, Norfolk NR35 2AH

Proposal : Extension to existing farm building for agricultural use

The Parish Council had no comment to make on this application.

8. Finance and Governance–

a) Approval of items of expenditure invoiced since the January 2024 meeting and note balances - Agreement proposed by Cllr. Clark and seconded by Cllr. Leech **ALL AGREED**

Parish Council payments made since last meeting – £405.68 (streetlighting electricity and Information Commissioner annual payment)

Playing Field payments made since last meeting - £460.95 (pavilion electricity)

Payments for approval at this meeting –

Parish Council - £2774.57 (clerk's salary, Payroll invoice, NALC annual membership and website, brown bin renewal, Microsoft 365, and Parish Partnerships contribution)

Playing Field - £100 (playground inspection by RoSPA inspector)

Bank Balances – PC £43,607.07, PF - £3,855.16 and Allotments £670.09 **ALL AGREED**

The Chairman asked members if they were happy to continue with the meeting for a further 15 minutes as the meeting was running over its allocated time. All agreed to continue.

9. Playing Field/Play Equipment/Bowls Club/Allotments

a) Update on allotments – The Clerk met with Cllrs. Leech and Randlesome prior to the meeting to look at the allotment site, and to meet a prospective new tenant there. The new tenant agreed to take over plot 10a, which left 3 plots still to be filled and a potential 4 plots in the coming few weeks becoming vacant. The Chairman of the Bungay Allotment Association has been in touch with the Clerk asking if anyone from their waiting list could be considered for any unfilled plots in Earsham. No Earsham residents are on the waiting list, so the next step will be to respond to the email from the Bungay AA to see if any of their residents are willing to take over empty plots

ACTION – CLERK

Playing Field – The Clerk informed members that the Annual Play Inspection had been carried out and a report had been received outlining some small works that needed to be repaired. Cllr. Naunton was in receipt of the report, and this will be discussed at a future meeting.

10. Significant Correspondence – Forwarded to Councillors

11. Business for the next meeting – Speeding issues on A143, Emergency Action Plan, Village items (including signposts, WW1 Commemorative Plaque, D-Day 80, End of Year Accounts, Annual Governance documents to agree and sign, Village Car Park and drainage, Bollard for A143 and Christmas Tree

The meeting was adjourned at 9.35pm for public participation and reconvened at 9.39pm (maximum 10 minutes)

The member of the public mentioned that there was a lot of tarmac and stones left in the right layby going towards Bungay from the village, probably a left over from recent works. The Clerk to contact Highways and ask to remove.

12. Confirmation of the date of the next meeting – Wednesday 29th May 2024 in the Village Hall, Earsham at 7.00pm for the Annual Parish Meeting followed at 7.45pm by the Parish Council Meeting.

The meeting ended at 21.40pm

Signed A. Leech

Date ... 29th May 2024