

MINUTES OF THE PARISH COUNCIL MEETING OF CORPUSTY AND SAXTHORPE PARISH COUNCIL HELD ON TUESDAY 19th MAY 2020 AT 7.30PM VIA ZOOM (ONLINE)

Present:

Imogen Waterson, Diane Oliver, Stephen Fenny, Sophia Hodgson, Guy Hodgson, Tony Barnett and Marty Jacobs

Kirsty Cotgrove (Clerk)

Members of the public - 1

20/18. To consider accepting apologies for absence.

The Council resolved to accept apologies for absence for Tim Buddle and Andrew Brown.

20/19. To record declarations of interest from members in any item to be discussed.

None.

20/21. To approve the minutes of the meeting held on 21st January 2020.

Following an amendment to item 20/06, the Council resolved to approve the minutes of the meeting as a true and accurate record. They were duly signed.

20/22. To receive update from Steffan Aquarone, County Councillor.

County Cllr Aquarone sent his apologies, and a report was forwarded to Councillors prior to the meeting. The Clerk reported that County Cllr Aquarone can contribute £1000 from his fund towards a feasibility study, and he has indicated that this may be enough to complete the study.

To receive update from Andrew Brown, District Councillor

District Cllr Brown sent his apologies, and a report was forwarded to Councillors.

To receive a police report

The Clerk had emailed the most recent newsletter.

20/23. To adjourn the meeting to allow public participation.

A Parishioner was in attendance, who has previously been in contact with the Parish Council regarding renovating the Station Building. He is a member of a railway enthusiast group, and is keen to see the history of the Station Building preserved. His plan had been forwarded to Councillors prior to the meeting. All Councillors agreed that this would be a fantastic idea, but that the building is managed by the Village Hall Trustees, and is thought to be under license to Synergy for the primary school. The current terms of the license only allow for school use, so if the school is happy for renovation work to take place, a change to the license will be necessary. It was agreed that the Clerk will forward contact details for the school to the Parishioner, and he will contact them.

The Parishioner left the meeting at 7:52pm.

20/24. Matters arising from previous minutes for information only – Adams Lane right of way / empty property in the centre of village / village maps / pelipods

Adams Lane right of way – The public consultation period has now passed. The Clerk will ask Norfolk County Council for the current position.

Empty property in the centre of the village – Despite the Parishioner telling the Parish Council that the windows will be fitted imminently, they have still not been done, and no other work has taken place. The Clerk will contact the Parishioner and copy in District Cllr Brown.

Village Maps – Maddison Graphics have not yet sent drafts of the maps through. A new noticeboard will be needed for the map outside the church, as it will not fit inside the current board. On a proposal by Cllr Oliver, seconded by Cllr Fenny, it was agreed that the Clerk will obtain quotes for a board the same size and style as the board currently there.

Pelipods – The Clerk has been given the name and email address of someone at Openreach who should be able to help regarding the pelipods, but has not heard back from him. It was agreed that the Clerk will raise a formal complaint with BT and Openreach.

20/25. Finance -

(a) To receive the current financial position

A bank reconciliation and budget considerations sheet had been emailed to Councillors prior to the meeting.

(b) To approve payments to be made and made between meetings

The list of payments made and to be made was attached to the agenda. The following payments were authorised / paid between meetings:

19th May 2020

K Cotgrove – February salary & expenses	£328.16
K Cotgrove – March salary & expenses	£328.19
K Cotgrove – April salary & expenses	£356.11
K Cotgrove – May salary & expenses	£328.16
CGM – grounds maintenance February	£97.36
CGM – grounds maintenance March	£97.36
CGM – grounds maintenance April	£97.36
CGM – grounds maintenance May	£97.36
E.on – February electricity DD	£59.41
E.on – March electricity DD	£55.58
E.on – April electricity DD	£59.41
E.on – May electricity DD	£57.49
Dr A Barnett – expenses for Boreas hearing	£32.90
Corpusty Stores – annual electricity donation	£40.00
K Cotgrove – 50% trustee training	£21.00
K Cotgrove – Zoom monthly subscription	£14.39
Cozens – quarterly lighting maintenance	£216.00

(c) To declare the Parish Council exempt from external audit in 2019/20

On a proposal by Cllr Barnett, seconded by Cllr G Hodgson, it was agreed to declare the Parish Council exempt from external audit in 2019-20. The Certificate of Exemption was duly signed.

(d) To receive the Internal Auditor's report, and to accept recommendations

On a proposal by Cllr G Hodgson, seconded by Cllr Fenny, the Internal auditor's report was accepted, and recommendations noted.

(e) To approve and sign the Annual Governance Statement 2019/20

On a proposal by Cllr Jacobs, seconded by Cllr G Hodgson, the Annual Governance Statement was approved and signed.

(f) To approve and sign the Accounting Statements 2019/20

On a proposal by Cllr G Hodgson, seconded by Cllr Fenny, the Accounting Statement was approved and signed.

20/26. To update on the Hornsea 3, Dudgeon, Sheringham, Boreas and Vattenfall projects.

The Clerk reported that Hornsea 3 and Vattenfall are still with the Secretary of State awaiting a decision. Cllr Barnett advised that the Boreas application is going into a new round with the consultation, and the Planning Inspectorate has issued a set of questions for the applicant to answer. Unfortunately, they haven't queried the public health and welfare issues. Cllrs Barnett and Waterson had written to the Planning Inspectorate to express concern and disappointment at this, but have not received an acknowledgement. This representation was emailed to the Inspectorate on 10th May, before the 11th May deadline. The main inspection has been extended to the autumn, and consultees and interested parties have been asked if they would be willing to attend the examinations via Zoom. Cllr Barnett was thanked for all his work on this matter.

20/27. To update on Highways issues.

There have been further discussions, but still nothing concrete from Highways. It was agreed that Cllrs G Hodgson and Waterson will draft a letter to send to Highways, with current issues identified and to invite their comments and ask how they can be addressed.

20/28. To receive reports from the Village Hall and School representatives.

School – None.

Village hall – It has been confirmed that Norfolk County Council have no obligation to make any contribution to repairs required to the Old School Hall. The responsibility to maintain the building is with Synergy, as they have a repairing lease, but they are only obliged to repair to the standard of the building in 2017, when they took over the lease. As this is not a Parish Council issue, the Village Hall Trustees will need to engage with Synergy agree what repairs they need to undertake. It was noted that the Village Hall Trustees will need to make a schedule of works, so quotes obtained for repair works will be properly comparable. Cllr G Hodgson offered to sit in with the Village Hall Trustees for discussions to progress the matter.

20/29. To update on the current situation regarding Covid-19, and the Parish support network

At the beginning of the outbreak a Parishioner sent a leaflet to all houses in the Parish to offer support to those self-isolating, and to ask for volunteers. She received a good response, with lots of volunteers, and a few calls each week from people who require assistance as they are shielding. A grant has been obtained from CSF of £500 to cover expenses incurred by volunteers, but no claim has yet been made. The Clerk has applied for some

exercise at home packs for people who are shielding. She will advertise these once they arrive. Thanks were given to Andrea Bell for co-ordinating the Parish response network.

20/30. To update on the Dukes Head

The Clerk received a response from the owners, to ask for access across the car park, and to suggest that a fence is erected along the boundary. Following discussion, it was agreed that this is a Village Hall Trustee issue, and they must form a view on this. However, it was agreed that the Parish Council would not be happy with vehicular access to the beer garden, if they were in a position to grant access.

20/31. Planning –

To agree responses to applications – None.

To record planning decisions made between meetings - None

To consider Late Planning applications- None

To receive decisions from North Norfolk District Council – None.

It was noted that work appears to be well underway on a property subject to an application where not decision has been made.

20/32. Correspondence

(i) Request to renovate the Station Building – covered in public participation.

(ii) Cllr Barnett and the Clerk have received correspondence from a Parishioner who is concerned that a local farmer is not keeping a meadow cut to allow grazing. The Clerk had written to the farmer but had received no response. It was agreed that the Clerk should contact the Parishioner to let her know that this is not a Parish Council matter, and to explain why.

20/33. To receive items for information

Cllr Jacobs asked if a track between Corpusty & Wood Dalling is a public Right of Way. On looking, it is not thought to be a right of way.

Cllr Fenny asked if the bonfire patch is going to be reseeded. It was agreed that this should be the responsibility of the bonfire committee, but they haven't done it for a few years. The Clerk will contact committee members to see if they can do it, otherwise will ask the grass cutting contractors if they can do it when they next attend. The steps along the footpath from behind the church down to the roundabout have collapsed. The Clerk will report to Highways.

Cllr G Hodgson asked if a cutting schedule for the grass cutting can be obtained, as they have recently missed the car park and new burial area. It was noted that, as burials have started in there, the responsibility for cutting that area has passed to the PCC. The Clerk will contact the PCC to confirm they have taken over cutting, and will remind the contractors to cut the car park. She will also request a cutting schedule.

20/34. To receive items for the next agenda

Highways.

20/35. To close meeting

There being no further business, the meeting was closed at 8:55pm.

The next meeting will be Tuesday 21st July 2020, 7:30pm in the Village Hall or via Zoom, regulations depending.

Signed

Dated