

**MINUTES OF THE MEETING
OF COLBY & BANNINGHAM PARISH COUNCIL
HELD IN THE JUBILEE HALL, BANNINGHAM
ON WEDNESDAY 19 JANUARY 2022 at 7p.m**

PRESENT: Mr J van Poortvliet, Chairman
Mr R Anderson-Dungar, Vice-Chairman
Mr N Andrews
Mrs P Ashby
Mr S Clarke
Mr S Elliott
Mrs M Anderson-Dungar, Clerk

The Chairman welcomed members, County Cllr Saul Penfold and a member of the public.

01 APOLOGIES FOR ABSENCE

None, all Councillors present.

02 DECLARATIONS OF INTEREST AND DISPENSATIONS

Declarations: Mr Anderson-Dungar – Allotments.
No requests for dispensations.

03 PUBLIC PARTICIPATION

The meeting adjourned, but the member of the public did not wish to speak. .

04 RE-CONVENE THE MEETING

The meeting re-convened.

05 MINUTES

Minutes of the meeting held on 17 November 2021 had been circulated, and were **proposed, confirmed, and signed as a true record.**

06 INFORMATION ON MATTERS ARISING

1) Planning

The Clerk advised that planning application PF/21/2507 Watts Cottage, Mill Road, was on the Agenda for the Development Committee Meeting on 20 January, and she had registered to speak on behalf of the Parish Council

07 VACANCIES ON THE COUNCIL

Nothing to report, and it was **AGREED** that better publicity might attract interest.

08 REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

To receive written/verbal reports from representatives, including the following:

Police – newsletter *

District Council - Cllr Toye's report was read to the meeting and noted. Cllr Penfold explained the status of the local plan consultation; feedback could be given online or in paper form.

County Council - Cllr Penfold updated on County Council issues, including the budget which would be set at a special meeting on 21 February and a reminder of his highway budget and the items this might cover. The Full Council meeting for all business was scheduled for 28 March 2022. The matter of the A140/B1145 junction was raised again and Cllr Penfold **AGREED** to contact the Aylsham Division County Councillor, Steve Riley on a joint approach as the area was in Aylsham. The Castle Mall vaccination centre had closed and one set up in City Hall, which was proving successful.

09 ITEMS REFERRED FROM PREVIOUS MEETING

Items had been included under the appropriate section on the Agenda.

10 AREAS OF PARISH COUNCIL RESPONSIBILITY

1. PLAYING FIELD

Mr Clarke advised that the Management Plan was almost complete and would be circulated to the working Party for comment in the first instance. Recommendations would include tree management which would need careful consideration and a budget for related costs.

2. VILLAGE HALL

- Funding – this was covered in the overall budget and report
- Future Management – work in progress

3. VILLAGE GREEN

- Bulb planting – this was deferred to 2023 with an order to be placed in summer 2022 to secure supplies.
- Review of Christmas Lights Event – **AGREED** a successful event with around 60 people in attendance, so should be repeated in 2022 using notes/feedback from 2021. The Chairman thanked everyone for their help

4. ALLOTMENTS

- Water butts to be purchased
- Tender for Arable Land – one received from current tenant in the sum of £65 for 2022/23 which was **ACCEPTED** as proposed by **Mr Anderson-Dungar, seconded by Mrs Ashby.**

5. TELEPHONE BOX

Mr Anderson-Dungar had reminded those responsible for providing the outstanding information. Following discussion, it was **AGREED** to have a formal opening event in the Spring and add to the information as and when it became available. Promotional leaflets should also be made available in the Banningham Crown.

11 SCHEME OF DELEGATION

The Clerk had no actions to report.

12 CORRESPONDENCE/REPORTS

1. ANNUAL PARISH MEETING

The Clerk advised of the legal requirement to hold this between 1 March and 1 June; historically, our Annual Parish Meeting was held in March. It was suggested that the Village Hall might be the main topic, and on this basis it was

AGREED to set a date in April/May when the renovation works could demonstrate tangible progress.

2. POLICE & CRIME COMMISSIONER ROUND-UP

This had been circulated via email and was **NOTED**.

3. NORFOLK ALC UPCOMING WEBINARS

Information circulated via email and **NOTED**.

4. WESTERN LINK

The information was **NOTED**. Cllr Penfold advised of the objections made by Norwich City Council.

Western Link*

5. NORTH NORFOLK DISTRICT COUNCIL LOCAL PLAN

Information had been circulated via email and was also covered under District Council report earlier.

6. OPERATION RANDALL

AGREED this was a comprehensive document, use of “WhatThreeWords” was welcomed.

7. CITIZEN’S ADVICE NORFOLK

The annual grant request was discussed, and it was **AGREED** to award the budgeted sum of £100 (s.142 LGA 1972)

8. PLATINUM JUBILEE

The information circulated via email was discussed. It was suggested that the Council withdraws interest in the Beacon element, with further consideration to an event/celebration.

13 POLICIES

None for this meeting due to volume of other business.

14 FINANCE

1. SCHEDULE OF BILLS FOR PAYMENT

The schedule tabled was **AGREED** with the inclusion of the grant to Citizen’s Advice Norfolk under Minute 13/7 above.

2. BANK RECONCILIATIONS

Reconciliations on all accounts for November and December 2021 had been circulated and were **ACCEPTED**.

3. RECEIPTS & PAYMENTS TO 31 DECEMBER 2021

Information for the period 1 April to 31 December 2021 had been circulated and was **ACCEPTED**.

4. QUARTERLY REPORT

Information showing the net position on all Cost Centres/Codes to December 2021 had been circulated and was **ACCEPTED**.

5. BUDGET & PRECEPT 2022/23

Updated budget proposals and recommendations had been circulated. After detailed discussion the following was **AGREED**

- to maintain the precept at the current level of **£16034**
- to continue the process of close monitoring and management of finances during the year

There was concern that insufficient progress was being made on the village hall, and opinion that a more direct form of management was needed. It was subsequently **AGREED** to draw up a “job description” for a volunteer manager.

Ideas and suggestions to Mr Elliott who would produce the document for the next meeting.

15 PLANNING MATTERS

1. APPLICATIONS DETERMINED

Nothing at the date of publication of this Agenda.

2. APPLICATIONS FOR CONSIDERATION

No applications to consider at the date of publication of this Agenda

16 ADJOURNMENT

The meeting adjourned, but the member of the public did not wish to speak.

17 RE-CONVENE THE MEETING

The meeting re-convened.

18 RESPONSE TO PLANNING APPLICATIONS/ISSUES

No applications for consideration.

19 ITEMS FOR INFORMATION/FUTURE AGENDA

Speeding – Colby Long Lane, near miss.

Website - get up to date.

The Clerk was asked to contact the Footpaths Officer regarding the footpath near Heppinn Barn.

20 DATE OF NEXT MEETING

To confirm that the next Parish Council Meeting will be held on Wednesday 16 February 2022 at 7pm in the Jubilee Hall, Banningham

21 CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 8.45p.m.

Signed (Chairman)

Date