

**MINUTES OF THE MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL
ON WEDNESDAY 19th April 2023 at 7.00pm**

PRESENT: Mr J van Poortvliet (Chairman)
Mr R Anderson-Dungar
Mr N Andrews
Mr D Holgate
Mr S Elliott

IN ATTENDANCE: Mr C Studholme (Clerk)
Councillor J Toye

1. APOLOGIES FOR ABSENCE

Mrs P Ashby, Mr S Clarke, Mr S Penfold

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

The following interests were declared – Mr Anderson-Dungar – Allotments/Planning application PF/23/0786. There were no requests for dispensations.

3. MINUTES

Minutes of the Meetings held on the 15th March 2023 were **confirmed and signed.**

4. INFORMATION ON MATTERS ARISING

County Broadband – there had been no further communication with County Broadband. Councillor Toye reported that Openreach apparently had the parish on their build list and were advising residents to contact their provider to discuss connection.

SAMs – The SAM2 had been ordered from Westcotec – there was a 8 – 10 week lead time. The unit was to be delivered to Mr Elliott. The cost included provision and installation of one post. A map was required to show the location of the one new post – the Clerk was to liaise with Mr Elliott. The Clerk would also contact County Highways regarding an updated MoU.

Defibrillator cabinet – the Council agreed that the Clerk could submit an application to the Sustainable Communities Fund to cover the cost of the cabinet.

Annual Meeting – the draft agenda for the Annual meeting was approved. It was agreed that the date of the meeting should be moved as the May Parish Council had a full agenda. The new date would be **24th MAY.**

5. OPEN FORUM FOR PUBLIC PARTICIPATION

No members of the public were present.

6. REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

Police – The Operation Randall newsletter had been circulated. The Clerk was to see if anyone would be available to attend the Annual Meeting in May.

County Council – No report for this meeting.

District Council - Councillor Toye reported that there was very little Council activity at the moment as it was the run up to the Elections. He also reported that if volunteers wished to carry out litter picking along roads in the parish then he could arrange for the County Council to collect it.

7. ITEMS REFERRED FROM PREVIOUS MEETING

1. Council Priorities 23-24

The Council priorities for the current year had been drafted by Mr Elliott and were approved by Council. They were to be posted on the Council website.

8. CLERK'S REPORT

1. ELDEN'S RETREAT

A site visit had been carried out by Mr Elliott, Mrs Ashby and the Clerk to carry out maintenance of the trees, stakes and guards. Most of the trees appeared to have over-wintered well and were starting to come into leaf. The first grass cut had been carried. A draft sign based on the Parish Council logo had been circulated and was approved by Council. Mr Elliott was to order the sign.

2. VILLAGE GREEN

The privet hedge was starting to grow as was the grass beneath it which needed managing. The Clerk was to contact Mr Clarke to see if the mulch mats had been put in place. It may be necessary to organise a work party to clear the encroaching grass. Mr Anderson-Dungar and Mr Holgate had advised a local youth against practising golf on the Green because of the risk to nearby cars and houses.

3. ALLOTMENTS

All the allotments were being worked.

4. TELEPHONE KIOSK

Mr Anderson-Dungar had circulated his previous emails regarding the proposals for information boards in the telephone kiosk and individuals identified to contribute on various topics. Most of these contributions were still outstanding and needed to be completed.

9. CORRESPONDENCE/REPORTS

The Clerk had received an email from a resident regarding young trees which had been planted in a gap in the hedge between Elden's Retreat and the adjoining field (formerly used as an unofficial access between the two fields), the adjoining field now being in new private ownership. The Clerk had

responded that the Council was unaware who had planted the trees. They were subsequently removed. The Council had later been made aware that the trees had been planted by a neighbour. Members discussed the matter and concluded that both parties had acted inappropriately. The trees should not have been planted without the Council's permission. The new owner of the adjoining field should not assume that they have a right of access from the playing field into their land, the official access being off Bridge Road. The Clerk was to communicate the Council's views to both parties.

10. POLICIES

None for review this time.

11. FINANCE REPORT

1. SCHEDULE OF BILLS OF PAYMENT

The following bills for payment had been circulated and were **approved**.

- a) Clerk - Salary, overtime, allowance and expenses £689.72
- b) HMRC – Clerk's tax £232.80
- c) Solar Signs - £59.40

2. BANK RECONCILIATION FOR FEBRUARY 2023

The document previously circulated was **accepted**.

3. THE BANK STATEMENTS FOR THE MONTH TO 30th MARCH 2023

The document previously circulated was **noted and confirmed as being in agreement with the Bank Reconciliation**.

4. SCHEME OF DELEGATION

None.

12. PLANNING MATTERS

PF/22/1840 Art Studio at May Farm, Mill Road – the application had been withdrawn.

IB/23/0424 County Broadband - Erection of 13 poles in Colby Village – pre application – The Parish Council had not been consulted but NNDC had notified that they had no objection in principle.

PF/23/0648 River Lodge, Bridge Road NR11 7EA. Erection of two-storey rear extension and loft conversion. Mr Anderson-Dungar had assessed the proposal and had circulated his view on the scheme. The Council decided to make no comment on the scheme.

PF/23/0786 Well Cottage, 7 Church Road. Render to front elevation, replacement windows, re-roofing and replacement studio. The Council discussed the application and decided to make no comment.

13. ITEMS FOR INFORMATION/FUTURE AGENDA

None proposed.

14. **DATE OF NEXT MEETING** The next Parish Council Meeting will be held on **WEDNESDAY 17th MAY 2023 at 7.00pm** at Banningham & Colby Community Hall.

15. **CLOSURE OF THE MEETING**
There being no further business, the Chairman closed the meeting at 8.05p.m.

Signed (Chairman)

Date

DRAFT