

**MINUTES OF THE MEETING
OF COLBY & BANNINGHAM PARISH COUNCIL
HELD IN THE JUBILEE HALL, BANNINGHAM
ON WEDNESDAY 16 MARCH 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, D Cllr Toye and C Cllr Penfold

01 APOLOGIES FOR ABSENCE

None, all members present.

02 DECLARATIONS OF INTEREST AND DISPENSATIONS

To receive Declarations of Interest in Agenda Items and to note any Requests for Dispensations

Mr Anderson-Dungar – Allotments.

There would be no formal discussion on the planning application for the Village Hall, as the Parish Council had submitted the application. any comments from residents would be recorded.

03 PUBLIC PARTICIPATION

In the absence of any member of the public the meeting continued without adjournment.

04 RE-CONVENE THE MEETING

Not required, see above.

05 MINUTES

Minutes of the Parish Council meeting held on 16 February 2022, as previously circulated, were **proposed, confirmed, and signed** as a true record.

06 INFORMATION ON MATTERS ARISING

Nothing to report under this item.

07 VACANCIES ON THE COUNCIL

Nothing to report, **AGREED** to publicise on website and in future newsletter

08 REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

Police – the Operation Randall newsletter, as circulated, was **NOTED**.

District Council - Cllr Toye reported as follows:

- Ambrose House – the Panel was due to meet the next day, and all information from the Clerk had been recorded.
- Homes for Ukraine scheme – NNDC collaborating with community groups and other organisations, details on the website together with links to national schemes.
- NNDC continue to invest in public toilets, including “Changing Places” to assist impaired people. Wells and Fakenham toilets had been rebuilt
- Use of empty homes to support families on waiting lists
- Job opportunities on NNDC website

County Council - Cllr Penfold reported as follows:

- Ukraine aid, links on NCC website for form to offer accommodation, briefings for Social Services personnel. Also links on NCC website to funds requiring financial donations
- Accommodation for refugees other than in private homes would be provided at Badersfield (within the Broadland District), and there were discussions with the churches at Walsingham around using accommodation provided for pilgrims. **There was opinion** that NCC ignored Badersfield residents’ opinions and concerns. There were tensions insofar as asylum seekers were not allowed to work, but refugees could.
- 99% Council tax rise agreed
- Norwich Western Link – re-design in progress to mitigate impact on ancient woodland and rare bat colonies. A project budget/timescale update was expected in June.
- A140/B1145 junction had been discussed with Cllr Steve Riley, as it is in the Aylsham division. Cllr Riley was supportive. A joint approach to Vattenfall’s community fund would be considered
- Directional signs had been followed up with the Highways Engineer, and Cllr Penfold was happy to support the parish by financing the cost from his Highways budget for 2022/23. The Chairman thanked him.
- Changes from 40mph limit to 30mph on B1145 near Colby School – Highways were supportive in principle. Mr Anderson-Dungar referred to parent parking on the vision splay

09 ITEMS REFERRED FROM PREVIOUS MEETING

Village Hall – in its usual slot on the agenda.

10 AREAS OF PARISH COUNCIL RESPONSIBILITY

The following updates/reports were given::

1. **PLAYING FIELD**

Management Plan – draft plan to 2026 to be circulated to the working group soon. Paths had been cut around the edge, the car park attended to, and the grass cut as an indicator of the wildflower locations. The Clerk to ask the

contractor to meet the group on site, and also to let him know about the extensive mole activity! Some tree guards had been displaced by the wind.

2. VILLAGE HALL

- Leads Report – Mr Elliott had circulated a summary from the Leads meeting the previous evening that included:
 - Awards for All grant of £9701 for lighting, thanks recorded to Mrs Fields and the Clerk. This brings the total of grants to just over £40,000.
 - Bar update in progress, Sandy Lane Club funds used for repairs
 - Close to formal appointment of contractor for heating/lighting
 - Windows and doors awaited
 - Planning application to include all proposals had been submitted
 - Roof repairs to Sandy Lane Club area to be undertaken in April, including installation of rooflights sourced by Tony Pritchard
 - New storage area in the annexe and work to the front doors almost completed
 - Rendering suggested at a cost of approximately £5000 – will look for potential funding opportunities
 - Fence repairs under way
 - New logo, marketing etc in progress
 - Funds committed were close to the allocation of £15,000, so an approach may be made for a further allocation.
 - Wi-Fi upgraded
 - Thanks recorded to Colby & Banningham WI for the new Lincat boiler installed in the kitchen (the old one had been moved to the bar area) and for display boards.

All **AGREED** that good progress had been made.

- Future Management – it was **AGREED** to meet on Wednesday 30 March at 7pm.

3. VILLAGE GREEN

The green has had the first cut of the season, the primroses planted by Green Fingers Garden Club had come through, the bulbs were in flower and the privet hedge would be attended to by the working party. Bowls pavilion repainting was almost finished and new entrance gates had been fitted to the bowls green.

4. ALLOTMENTS

Water butts were in position awaiting connection.

5. TELEPHONE BOX

Reference and thanks for work to date had been included in the recent newsletter Tony Blackburn had provided additional information on the village hall to be incorporated into that information panel which would be completed soon.

11 **SCHEME OF DELEGATION**

The Clerk advised that she had commissioned the asbestos survey of the village hall at a cost of £500 + VAT as this was a legal requirement

12 CORRESPONDENCE/REPORTS

1. NEECH LOAN FUND

Mr Clarke, as the Council's representative, advised that the Trustees had taken the decision to close the fund with £200,000 to be transferred to the Norfolk based and run Clan Trust, ringfenced for areas identified by the Neech Trustees. All future funding would be as grants rather than loans, and all outstanding loans given by the Neech Loan Fund would be written off so that the transfer is debt-free. Councillors were encouraged to look at the Clan Trust website for full information.

2. NORFOLK PARISH TRAINING & SUPPORT

The latest newsletter and training information had been circulated via email and was **NOTED**.

3. ADVICE/TRAINING SUBSCRIPTION FOR 2022/23

Information and costs of both the Norfolk Association of Local Councils and Norfolk Parish Training & Support had been circulated and were discussed. It was **PROPOSED and AGREED** to join the Norfolk Association of Local Councils for 2022/23 at a cost of £110.78.

4. NORFOLK COUNTY COUNCIL HIGHWAYS

Notification of the Street scene Inspector's visit during the week commencing 11 April 2022. Councillors to notify of Clerk of items for attention.

5. NORTH NORFOLK TOWN/PARISH FORUM

The invitation and background information to the Zoom meeting on Monday 28 March had been circulated, agenda and joining information to follow.

13 POLICIES

1. FINANCIAL RISK ASSESSMENTS

It was **AGREED** to retain one goalpost, and to remove reference to Norfolk PTS in accordance with the decision under 12/3 above. The document and recommendations were **PROPOSED and ADOPTED**.

As Mr Clarke had to leave early, planning matters were brought forward to this point on the agenda.

14 PLANNING MATTERS

1. APPLICATIONS DETERMINED

Nothing at the date of publication of this Agenda.

2. APPLICATIONS FOR CONSIDERATION

PF/22/0423 Colby & Banningham Community Hall Banningham NR11 7DY

Single storey extension; replacement windows with alteration to existing/new opening in rear elevations for French doors; render to gables on front elevation

Although no formal response would be made other than comments from residents (of which there were none) Councillors were pleased to see everything included in the application as an intention to cover all aspects. The Project Group was asked to consider an amendment to the glazed wall to include a triangle at the top, and to look again at continuation of the suspended ceiling.

15 ADJOURNMENT

In the absence of any member of the public the meeting continued without adjournment.

16 RE-CONVENE THE MEETING

Not required, see above.

17 RESPONSE TO PLANNING APPLICATIONS/ISSUES

No formal response – see above. Mr Clarke left the meeting at this point.

18 FINANCE

1. SCHEDULE OF BILLS FOR PAYMENT

The Clerk presented the schedule which was **agreed**. The payment to Norfolk ALC would be added following the decision at 12/3 above.

2. BANK RECONCILIATIONS TO 28 FEBRUARY 2022

These had been circulated and were **agreed**.

3. LIST OF RECEIPTS/PAYMENTS 1 APRIL 2021 TO 28 FEBRUARY 2022

These had been circulated and were **agreed**.

4. CLERK'S PAY INCREASE

In accordance with the agreement and new scales agreed by NALC.SLCC, the Clerk's hourly rate at SCP22 would increase to £14.30, backdated to 1 April 2021. Calculations were tabled and **agreed**.

19 ITEMS FOR INFORMATION/FUTURE AGENDA

Information:

- Application pack for the Clerk's post following the **agreed** advertisement placed with a closing date of 5 April.

20 DATE OF NEXT MEETING

To confirm that the next Parish Council Meeting will be held on Wednesday 20 April 2022 at 7pm in the Jubilee Hall, Banningham and that the Annual Parish Meeting will be held on Monday 16 May 2022 at 7pm in the Jubilee Hall

23 CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 8.50.p.m.

Signed (Chairman)

Date