

SAHAM TONEY PARISH COUNCIL
MINUTES OF A MEETING HELD ON 6th FEBRUARY 2023

A meeting of the Parish Council was held on the 6th February 2023 at 7.30 p.m. at the Wells-Cole Community Centre, Saham Toney.

Present – Mr. N. Creek in the Chair supported by Messrs J. Baldwin, T. Bunce, D. Freeman, R. Harrold, Mr. G. Morton, L. Rees-Murphy, S. Rees-Murphy and Ms. K Avery and Ms. M. Baldwin and Ms. H. Crane (District Councillor) was also present.

1. **Apologies for Absence:** Apologies received and accepted from Councillor S. Porter, Mr. T. Birt (District Councillor) and Mr. E. Connolly (County Councillor).
2. **Declaration of Interest in Items on the Agenda:** Mr. G. Morton declared an interest in Agenda Item 9 – Plan 3PL/2023/0075/HOU.
3. **To Confirm the Minutes of the Meeting held on the 9th January 2023:** The Minutes of the Meeting held on 9th January 2023 were proposed by Mr. T. Bunce, seconded by Mr. D. Freeman and unanimously approved. Mr. L. Rees-Murphy commented that he thought there was going to be a proper advert in the Saga for a person to empty litter bins at the Playing Field. The Clerk replied that as the Council had not agreed any specific details, it was just a general request.
4. **Matters Arising from the Minutes and Action List:**
 - Dog Fouling on the Playing Field– Mr. T. Bunce had met with James Harding from Breckland and managed to get two dog signs which he has put up at the Playing Field.
 - Hedge from the Golf Club overhanging Richmond Road – Despite sending a grid reference to Highways, they were still unable to trace this hedge. Clerk to write to the Golf Club asking that they cut the hedge back.
 - Skip to clear out the sheds at the Community Centre - this will be done in the Spring when the ground is dry.
 - Replacement doors and windows at the Community Centre - on Agenda.
 - Work required at the Play Park – Still no information about the cost for Breckland to empty a larger bin. Ms. H. Crane will look into this.
 - Bridleway/footpath in Coburg Lane. Clerk had written to the owners who said they were not allowed to repair the ruts in the footpath but were allowed vehicular access as they own land in the vicinity. Clerk has now referred this matter to NCC who are going to contact the owners.
 - Notice Boards from Parish Partnership Grant – Clerk has submitted application – decision awaited.
 - Fleur Homes have made a mess of Ovington Road and caused potholes – road condition has improved. Mr. G. Morton has spoken to the Foreman but will ask again that the damage caused by the lorries be repaired.
 - Accident at the Playing Field – nothing further heard. It was agreed not to request an update at this stage.
 - Village Resilience Plan –On Agenda
 - Insurance of Community Centre building. Insurance company requires an up-to-date valuation - On Agenda

- Dog Bin on the corner of Bell Lane/Richmond Road – Mr. J. Baldwin will attend to this.
- Complaints about dog mess in Coburg Lane. Clerk did put an article in the Saga but it was not clear and a further article will be in the March Saga. The Facebook page has been updated. Another complaint has been received from a parishioner about dog bags being left on the field, in the hedgerow and outside properties in Coburg Lane area. They are regularly picking up 6 or 7 bags a day.
- Shrubs for the extension of the central bed at the WCCC Car Park – Mr. J. Baldwin said the hedges will be removed this weekend. The Chairman had suggested to Mr. Baldwin that a single rail fence is erected in the beds to stop people parking or walking on the area. Mr. D. Freeman suggested it might be better to put shingle in the beds and a post and rail fence and no shrubs. Mr. Baldwin will price the various options. This will be on the March Agenda.

5. **Reports from District/County Councillors:** Mrs. H. Crane reported as follows: -

Free weekly kerbside battery recycling has been launched. Batteries should be placed in a clear bag on top of your bin and they will be collected and put in a basket under the lorry body. These batteries will be responsibly disposed of and raw materials reused. The bag will be disposed of as other bags are. None of our waste goes to land fill.

As part of my role as portfolio holder for waste I was able to tour the recycling plant at Costessey and see how our recycled waste is separated. The separated waste is baled and sent for reuse mainly in this country, although cardboard at present goes to Asia. I also learnt how a single used nappy in the wrong bin can contaminate a whole load and then this has to be incinerated instead of being recycled. We will continue to engage with residents to increase our percentage of recyclable items. Food Law enforcement is a statutory requirement for the council and cabinet has approved the food law enforcement plan. This is a very important service that protects every single person, not only in Breckland but wider, as food produced within Breckland is distributed elsewhere. Copies of the plan are attached to the cabinet agenda.

The government consultation on levelling up and regeneration bill reforms to national planning policy, was brought to cabinet and the council will respond. There are proposed changes to Local Plan examination, 5 year housing land supply, neighbourhood planning, development management policies, planning fees, planning performance framework, decision making, New infrastructure levy, review of class order and duty to co-operate. The consultation runs until 2nd March.

Ms. H. Crane will contact the Chair of the Community Centre in connection with a £500 grant available for celebrations for the Coronation.

6. Public Participation: No member of the public wished to speak.

7. Correspondence:

- Email re Parish Council Election on the 4th May 2023 – the Clerk had received information about the Election and asked if any councillors were standing down. Two councillors will not be standing for re-election and the Clerk will therefore put an article in the Saga asking if anyone is interested in becoming a councillor.
- Emails sent to Breckland re Call for Sites – Mr. T. Bunce and Mr. C. Blow had submitted comments on this. Mr. T. Bunce said that as the Saham Toney Neighbourhood Plan had sites for 70 houses when the allocation was only 33, this may mean that Saham Toney will not have to hold a Referendum if our allocation is increased in the revised Local Plan.

- Email from Chris Blow with a response to Breckland's Design Guide Survey – the Council did not wish to comment further on this.
- Application for a £10,000 grant from the Platinum Jubilee Village Halls Fund was unsuccessful but the Chairman said he will try again when the next phase of grants is released.
- Watton Neighbourhood Plan – Submission Consultation Reg 16 – the Council did not wish to comment on this.
- Monthly Play Park Report – Mr. D. Freeman said the Adult Gym Equipment was loose. Mr. R. Harrold said the bolts needed tightening but he hadn't got the right size torque key to do this – Mr. L. Rees-Murphy said he may have one. The hole in the bench and the sign will be repaired.
- Letter from Barclays Bank re complaint – informing that they cannot uphold the complaint as no bank error has been made. From their reply it has to be assumed therefore that Barclays Bank have the right to ask who else lives at the Clerk's house which is the registered office of the Parish Council. NALC have arranged for a local MP to discuss this with Barclays.
- Letter from Norfolk Age UK asking for consideration to be made for a donation – it was agreed not to donate.
- Email from Countryside Access Officer at NCC about the Footpath in Coburg Lane. They are going to contact the various owners of land.

8. To Approve Accounts for Payment: The following accounts are due for payment: -

- Wayland Partnership - £400 – donation
- Citizens Advice Bureau - £100 – donation
- Wayland First Response - £250 - donation
- Mrs. J. S. Glenn - £522.91 – salary
- Akers Tree Services - £1900 – first two stages of the agreed tree work at the Community Centre land

The payment of these accounts was proposed by Mr. T. Bunce, seconded by Mr. J. Baldwin and unanimously agreed.

The balances on the Accounts as at 29th December 2022 were Community Account - £33,449.85 and Business Savings Account - £22,859.86

The total tree work will cost £4200 and it was suggested that this could be funded by the WellsCole Trust Fund. The Clerk said the Council would need to ask the Trustees of the Fund.

9. To Consider any Planning Matters: Planning Permission received to Plan 3PL/2022/1387/HOU – single storey extension to the rear, rendering of dwelling and conversion of garage to study and shower room at Greenways, 58 Hills Road. The following plans were discussed: -

- 3PL/2023/0075/ HOU – proposed front 2 storey double garage with external stairs to first floor office at Laurel House, Ploughboy Lane – no objections.
- 3PL/2023/0105/HOU – proposed extension and alterations at Olive Tree Cottage, Chequers Lane – Mr. D. Freeman said the bungalows in this area were not shown on the plan and therefore it is not a true representation of the site. It was agreed to object on these grounds.

10. To Discuss Valuations of the Playing Field Pavilion and the Community Centre in Connection with Insurance:

The Clerk said that on contacting the Council's insurers with a view to getting a quote for adding the Community Centre Building to the Council's insurance, they had requested an up-to-date valuation. The current Valuation was done in June 2018 and it was agreed to ask Boulton & Brown for an up-to-date valuation for the Community Centre and the Sports Pavilion.

11. To discuss and agree Quote for Replacement Windows/Doors at the Community

Centre: The Chairman had circulated the various quotes. Concern was expressed that SW Plastics were listed as "dormant" on the Companies House website and that they were not registered for VAT. Mr. R. Harrold queried if any of the companies had included a value of the old windows/doors to them but it was thought that they would just dispose of them. The Chairman will visit their offices in Swaffham and query these points. It was agreed the Chair contact the following: -

- CMJ Designs for a quote for the main window
- SW Plastics for a building where they have recently replaced the windows that we could view
- Ask if there is any value in the old windows and doors

12. To arrange a date for a meeting with the Management Committee of the Community

Centre: Mr. L. Rees-Murphy said that the Management Committee have a meeting on the 21st February and the Council are invited to attend at the beginning on this meeting at 7.30p.m. Matters that need to be discussed are: -

- Replacement windows and doors
- Bank Account
- Event to mark the Coronation

The Chairman said the person who was going to repair the large shed at a price of £354 was not going to do this. The other quote was in the region of £600 and it was agreed to accept this.

13. To Agree a "Village Resilience Plan" in Connection with Flooding and Other Disasters in the Parish:

Mr. T. Bunce had arranged to meet with Breckland but the meeting had been cancelled and is now waiting for another date. The Plan is virtually complete but there are some things that need to be checked with Breckland. Councillors will then be given a copy of the plan and all parishioners will be given a leaflet with basic information as to who to contact.

14. To Discuss Something to Mark the Coronation: The Clerk suggested a seat with a plaque to mark the Coronation would be a better idea than mugs. It was agreed to purchase a recycled seat to be placed on the Playing Field to replace the broken one. The Chairman will research this.

15. To Discuss the Purchase of Permanent Dog Sign for the Playing Field: As Mr. T. Bunce had managed to get two signs from Breckland for the Playing Field, we will wait and see if more are needed. Breckland had suggested that they might use battery powered cameras but the chances of capturing both the owner and dog by this method are not good and it was agreed these are not worth pursuing.

16. To Consider Reports from Outside Organisations: Mr. R. Harrold reported that the Wayland Partnership had held a Reps Meeting and the Minutes have been circulated to all councillors.

After a week without water the church water supply was restored but it was found that this is shared with the old Rectory next door to the church and if the Rectory turned off their water, the Church would have no supply. Discussions are ongoing with the Diocese as to how to rectify this.

Mr. L. Rees-Murphy said he is looking into changing the Community Centre Accounts to Lloyds Bank.

17. Items for the next Agenda: The following items to be on the March Agenda: To Agree a Resilience Plan; Quotes for Replacement Windows/doors at the Community Centre. Insurance of the Community Centre building and Shrubs/Fence for the beds at the Community Centre.

18. To Confirm the Date and Time of the Next Parish Council Meeting: Monday the 6th March 2023 at 7.30 p.m. at the Wells-Cole Community Centre, Bell Lane.

The Meeting closed at 9.05 p.m.

Parish Matters

Mr. T Bunce said he had recently asked a parishioner in St George's Close to cut back some trees and the work was done very quickly. There is problem with large yew trees in the parishioner's garden, dating back to the church walk days, and they have TPO's on them. The Clerk said the parishioner should contact Breckland Council about these trees.