

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

A meeting of the Parish Council was held on the 6th March 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 Councillor S. Porter and County Councillor E. Connolly.
2. **Declaration of Interest in Items on the Agenda:** There were no declarations of interest.
3. **To Confirm the Minutes of the Meeting held on the 6th February 2023:** The Minutes of the Meeting held on 6th February 2023 were proposed by Mr. J. Baldwin seconded by Ms. K. Avery and unanimously approved.
4. **Matters Arising from the Minutes and Action List:**
 - Hedge from the Golf Club overhanging Richmond Road – The Golf Club had contacted the Clerk and had cut down two elder trees which were not on their land to resolve this problem. Mr. T. Bunce will check.
 - Skip to clear out the sheds at the Community Centre - this will be done in the Spring when the ground is dry. As the Council has tidied the large shed, the clearance of the other shed will be arranged by the Community Centre Management Committee.
 - 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. Still no reply received as to the cost of emptying a larger bin. Ms. H. Crane has chased this again.
 - Notice Boards from Parish Partnership Grant – decision not formally received although grants had been printed in the Eastern Daily Press and Saham Toney were to get £3690 which is the total cost of the three notice boards plus fixing. It was agreed that as the grant covers the total cost of the three notice boards plus installation, the Clerk order these. The Clerk said the Orchard Group would like the notice board that is on the corner of Bell Lane/Richmond Road and this was agreed.
 - Fleur Homes have made a mess of Ovington Road and caused potholes – road condition has improved. Mr. G, Morton will be speaking to the office again about this but pointed out that it is lorries from other companies that have caused this damage. Mr. D. Freeman said the damage had only been caused because vehicles from the development were parked on the road.
 - Accident at the Playing Field – nothing further heard.
 - Village Resilience Plan –On Agenda
 - Insurance of Community Centre building. On Agenda
 - Dog Bin on the corner of Bell Lane/Richmond Road – Mr. J. Baldwin will attend to this.
 - Adult Gym Equipment loose – this has been repaired.
 - Shrubs for the extension of the central bed at the WCCC Car Park – on Agenda
5. **Reports from District/County Councillors:** Ms. H. Crane reported as follows: -

The new battery collection service is successfully underway as reported last month. The small appliance collection roll out starts week commencing 27th February and residents will receive a notice on their bin of when their area collections will start. Once date of collections in your area is known, small items such as toasters, kettles, hair driers etc can be place in a bag on top of any bin and will be collected. We do ask that residents don't over stretch this service to start with as there is only so much room in the baskets under the lorry for them to be collected.

Breckland Council has secured £1.6 million of government funding to help vulnerability and business within the district between 2023 and 2025. £500k will be put towards skills and training for Breckland residents. £180k will be invested to support low carbon businesses. Over £260k will be invested into the expansion of the Inspiring communities programme supporting vulnerable residents with energy and food. £270k will be invested in business support and advice aimed at those businesses in rural communities.

Breckland Food bus is back on the road in a different format, but we are hoping the proper bus will be back in action asap. At present it will be at the Community Centre.

The Loch Neaton freshwater lake at Watton is to receive £30,000 investment from Breckland Council to enhance the area for residents. The money has been allocated from the Market Towns Initiative scheme.

Reminder that photo ID will be required when voting at a polling station 4th May.

Mr. R. Harrold asked if a Hoover is acceptable as a small item and Ms. Crane replied that this was too big, but if in doubt put out and see if an item is collected.

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

7. Correspondence:

- Email from Police Community engagement Officer in response to email from a parishioner re speeding on Long Road suggesting that the Council should contact Highways and arrange a visit to explore potential resolutions such as roadside furniture or signage or installation of a footpath. It was agreed that the Clerk contact Highways and arrange for a meeting.
- Email from County Councillor re County Councillor allowance – Mr. E. Connolly has very kindly donated £1456 from his member's highways allowance to Saham Toney Parish Council. This will enable the cost of the notice boards to be covered in full.
- Email from a parishioner in connection with clearing of the Council shed at the Community Centre – email received from a member of last year's Fete Committee informing that he understood the Fete items belongs to the Council and they should clear them and not expect help from anyone else. The Fete items belong to the Community Centre and not the Parish Council.
- Correspondence from NCC in connection with the Coburg Lane footpath. Clerk had followed up the application that was made in October 2019 to re-establish this footpath as a restricted byway. Due to the large number of applications, NCC have not processed this application yet but when they do the Parish Council and the residents in Coburg Lane will be consulted.
- Email from Boulton & Brown with current valuations for the Community Centre and the Sports Pavilion – these had been circulated to all councillors
- Letters of thanks for donations from Wayland Partnership, Citizens Advice Bureau and Wayland First Response
- Email from Breckland with details of work to be carried out by UK Power Networks for alterations to the high voltage overhead lines in Saham Toney. The Council has no objection to this work.

8. To Approve Accounts for Payment: The following Accounts were paid between meetings: -

- Bolton & Brown - £600 - Valuations of the Sports Pavilion and Community Centre
- Akers Tree Services - £2300 – remainder of tree work at the land at Community Centre
- East of England Apples & Orchards Project - £25 – donation from the Orchard Group funds towards Pruning Workshop

The following accounts are due for payment: -

- Simon Mower - £25 – donation from the Orchard Group funds for help at the Pruning Workshop.
- Mrs. J.S. Glenn - £66.27 – ink cartridges
- Mrs. J.S. Glenn - £662.43 - made up of Salary £523.11
Use of Home as Office £78.00
Broadband £45.00
Postage etc. £16.32
- HMRC - £86.60 – tax
- Mr. P. Baldwin - £500 – removing hedging from the central reservation at the Community Centre.

The payment of these accounts was proposed by Mr. T. Bunce, seconded by Mr. L. Rees-Murphy and unanimously agreed.

The Clerk said that the following items will be paid from the Fund for Village Assets: -

- Tree work at the Community Centre land totalling £4200
- The valuation of the Community Centre and Sports Pavilion - £600
- The registration of the bird Sanctuary - £246
- Removal of the hedge at the Community Centre car park - £500

9. To Consider any Planning Matters: The following plans were discussed: -

- Agricultural Consultation 3AG/2023/0003/AG – a balanced cut and fill earth moving operation to create an irrigation reservoir at field 500m North East of Saham Hall Farm – discussed between meetings – no objection.
- Plan 3PL/2023/0147/HOU – demolition and replacement of single storey rear extensions and internal alterations at Longacre, 66 Richmond Road – no objection.
- Plan 3PL/2023/0195/HOU – proposed front and side single storey extension with two storey side extension and internal alterations at 90 Richmond Road – no objection.
- Plan 3PL/2023/0227/HOU – proposed flat roof between 2 dormers, change roof of garden room to pitched roof and associated works at 85 Hills Road – no objection

10. To Discuss insurance quote for the Community Centre: The quote to add the Community Centre to the Council's insurance from 1st April when the WCCC's insurance expires, until the 31st May when the Council's policy is due for renewal is £310.77. This quote was only received shortly before the meeting and needs scrutinising before acceptance. It was agreed to accept if everything is in order.

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

The Chairman had circulated the various quotes. After discussion it was proposed by Mr. T. Baldwin, seconded by Ms. K. Avery that the Council accepts CMJ's quote. Mr. D. Freeman asked that the Chairman goes back to CMJ before accepting the quote and see if the quote can be reduced as we have received a significantly lower quote. Mr. L. Rees-Murphy said he would like detailed drawings before acceptance. The Chairman will contact CMJ again with these requests.

12. Report on Joint Meeting with the Management Committee of the Community Centre: The Clerk read a report as follows: -

- It was agreed that the Committee will not renew the Hall's insurance until the Clerk has contacted the Council's insurers to see if a better quote can be obtained. The Council will insure the Community Centre building.
- The Management Committee are currently looking into moving the account from Barclays to Lloyds and once this is complete the £3097.18 owned to the Council will be transferred. Mr. L. Rees-Murphy said that Lloyds do not have Charity accounts and they are now looking to open an account at NatWest.
- It was agreed work to the windows/doors will be done in stages. Once the start of the installation is known, the Management Committee will check with the alarm company about the alarm sensors on the doors.
- It was agreed that the Management Committee will organise an event on Sunday the 7th May to mark the Coronation.
- It is not known at present if the Fete will be held in the same way as last year due to lack of volunteers. The Management Committee may organise a smaller Autumn Fete later in the year.

The Chairman said that the contractor didn't turn up to repair the large Council shed and it was agreed that Mr. G. Morton ask a carpenter to give the Council a quote.

13. To Discuss the Purchase of a Seat to Mark the Coronation and Replacement Seat for the Playing Field: After discussion, it was agreed to: -

- Remove the seat from half way up Hills Road which is in front of a house and not replace this.
- Replace the seat at the Playing Field with a new seat and replace the existing plaque
- Replace the seat at the bottom of Hills Road with a Stonehenge seat with plaque to mark the Coronation.

The cost of all this work to be paid for out of the Village Asset Fund.

14. To Discuss Shrubs/Fence for the Flower Beds at the Community Centre: Several options were discussed and it was agreed that the Clerk contact Trell to get a quote to put lamp post protectors around the lamp posts and a galvanised fence along the whole length of the central reservation.

Mr. J. Baldwin said the yellow disabled markings at the Community Centre Car Park were lifting from the surface - the Clerk will contact Trell about this.

15. To Agree a "Village Resilience Plan" in Connection with Flooding and Other Disasters in the Parish: Mr. T. Bunce had circulated copies of the Resilience Plan as amended by the Co-ordinator at Breckland. There is still some missing information but most of the content is complete. A guide will be prepared to circulate to all parishioners with the Saga.

16. To Consider Reports from Outside Organisations: Mr. T. Bunce said he had attended a meeting on Planning at Breckland and raised two points as follows: -

1. Breckland should use the Neighbourhood Plan as a tool to benefit them, and
2. Breckland take too much notice of consultants' calculations on flooding when the local people who have lived in the village all their lives, know more about the local drainage system.

Mr. T. Bunce said a letter had been received about the Examination of the Breckland Local Plan Partial Review but it was not necessary for the Council to attend as comments had been submitted by Chris Blow.

Mr. S. Rees-Murphy reported on the Community Centre. There is a Farmers Market starting on Saturday the 15th April and running monthly thereafter. A new Fitness class is starting on a Wednesday from 12 – 1 p.m. Bookings are increasing.

The Chairman said the Parish Council would like to record a vote of thanks to Chris Blow for his work on the Neighbourhood Plan for the village. Chris is moving away from the village in the near future.

17. Items for the next Agenda: The following items to be on the April Agenda: To arrange an Internal Audit Meeting and To agree a quote for work on the central reservation at the Community Centre.

18. To Confirm the Date and Time of the Next Parish Council Meeting: Monday the 3rd April 2023 at 7.30 p.m. at the Wells-Cole Community Centre, Bell Lane.

The Meeting closed at 8.55 p.m.

Parish Matters

The Chairman said the Clay Pits have been inspected for wildlife at the request of the LLFA but there is no feedback ask yet.

The Chairman said that out the three batteries which he inherited for the Speed Indicator, two would not hold a charge and the third would only take a charge of 12 volts which discharged quickly. New batteries cost £60-80 so he had used two batteries from a scooter which were on the way out for traction use and put one in the speed indicator. This battery has so far lasted five times longer than the original 32 amp one and we have a spare.

Mr. R. Harrold said the road sign at Sanctuary Meadow has been damaged – Clerk will report to NCC.

Mr. T. Bunce said some flexible dog signs had been posted on the Playing Field.

Mr. T. Bunce said that the Sports Clubs could benefit from improved changing rooms and would this be something the Wells-Cole Trust could consider. It was agreed that a plan and costings could be drawn up for consideration. The Clubs may be able to get grants from their sponsors and sports associations.

Ms. K. Avery asked if anything had been done in connection with the moving of the containers – Mr. T. Bunce will check.

Mr. T. Bunce asked if the Council would like him to continue to advise on Planning matters and empty the bins at the Playing Field when he retires from the Council in May. The Council agreed that they would like Mr. Bunce to continue in these roles.

Mr. J. Baldwin said the someone has dumped concrete in the ditch by the layby on Pages Lane – clerk to report to Breckland.

The Chairman said the 2 lights in the Community Centre Car Park belong to the Council and it has been suggested that they should remain on all night but the Council would have to pay for the electricity used. It was agreed that there was no need to leave the lights on all night and that they should be operated by a timer and sensors. The Council would pay for the electricity usage.