

**SAHAM TONEY PARISH COUNCIL  
MINUTES OF A MEETING HELD ON 5<sup>th</sup> JUNE 2023**

A meeting of the Parish Council was held on the 5<sup>th</sup> June 2023 at 7.30 p.m. at the Wells-Cole Community Centre, Saham Toney.

**Present** – Mr. J. Baldwin in the Chair supported by Messrs N. Creek, D. Freeman, R. Harrold, L. Rees-Murphy, S. Rees-Murphy and Ms. K Avery. Ms. H. Crane and Mr. P. Bate (District Councillors) were also present.

**1. Apologies for Absence:** Apologies received and accepted from councillors Ms. M. Baldwin and G. Morton and Mr. E. Connolly (County Councillor)

**2. To Receive declarations of Interest from Members on Items on the Agenda:** There were no declarations of interest.

**3. To Confirm the Minutes of the Meeting held on the 9<sup>th</sup> May 2023:** The Minutes of the Meeting held on the 9<sup>th</sup> May 2023 were proposed by Ms. K. Avery, seconded by Mr. L. Rees-Murphy and unanimously approved.

**4. Matters Arising from the Minutes and Action List:**

- Concrete dumped in the ditch by the layby in Ploughboy Lane. This has still not been cleared.
- Repairs to the Council's shed at the Community Centre – no update available.
- Dog Signs for Community Centre land – Mr. N. Creek will research this.
- Replacement doors and windows at the Community Centre – Wymondham Windows have been given the contract for this work.
- Dog bin for Hills Road – The Clerk has heard nothing from NCC re the submitted application so has asked Mr. E. Connolly to enquire about this matter.
- Sanctuary Meadow road sign – Breckland Council will replace this within the next 6 weeks.
- Notice Boards from Parish Partnership Grant – Still awaited.
- Fleur Homes have made a mess of Ovington Road and caused potholes – road condition has improved. No update available.
- Unsafe garages at the Playing Field – nothing further heard. Clerk had contacted the Council's solicitor who is dealing with this and the matter is still with their Legal Department who are determining who is responsible for this claim. Playing Field is on the Agenda.
- Road sign missing on Richmond Road. Clerk will contact Breckland Council.
- Overhanging tree on the corner of Cressingham Road – Clerk has reported again.
- Branch sticking out into the road by the new property near Broom Hall – reply from Highways awaited.
- Shrubs /fence for the extension of the central bed at the WCCC Car Park – on Agenda

**5. Reports from District/County Councillors:** Mr. Pete Bate introduced himself as the new District Councillor for Saham. Ms. H. Crane had circulated her Report as follows: -

Cllr. Sam Chapman-Allen is confirmed as Leader of Breckland Council and Cllr. Sarah Suggitt as Deputy Leader. Chairman of the Council is Cllr. Peter Wilkinson and Deputy is Cllr. Terry Jermy. I

will continue as cabinet member for Waste, Environmental health, Licensing and sustainability. My outside body is The Wayland Partnership.

The Breckland community grant funding has been allocated for the year 2022/23 and a new round of funding will be announced shortly.

Infrastructure levy consultation-As part of the planning reform process the government is proposing to mandate an infrastructure levy. The technical aspects of this proposed scheme consultation will run until 9<sup>th</sup> June. This infrastructure levy will, if agreed replace the section 106 agreements of developer obligations, although in some complex cases a section 106 agreement may be required. The infrastructure levy is designed to be a locally set obligation levied on the final gross development value of a completed development. Designed to replace the section 106 for the purpose of securing affordable housing and developers reducing affordable housing through viability assessments.

Snetterton power sub-station has been completed. Delivery has been led by Breckland Council utilising funding from New Anglia LEP (Local enterprise partnership), Business rate pool and council resources. Snetterton being one of the main commercial growth areas in the district, bringing power means the infrastructure is in place in this corridor of growth and will bring businesses and jobs for Breckland.

Breckland Local Plan-regulation 18 consultation-Identifying how planning policy can be used positively to address key issues within Breckland. Community involvement is paramount in this process, and I encourage residents to have their say as evidence and information become available. Experts in community engagement will be assigned to this task.

The food bus will no longer stop at Saham Toney, the take up was poor and even after engagement with residents it did not improve with members visiting the bus. Saham Toney was identified originally as a village 'in need' of this facility but after a year of trialling and moving the bus to a different location it has not been used to an extent that justifies it continuing.

Mr. D. Freeman asked about the infrastructure levy. Ms. Crane said this was being introduced by the Government to replace S.106 contributions and should work better than the S.106 scheme but it is only out for consultation at present and has to be agreed by Breckland.

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

**7. Correspondence:**

- Information from NALC re gov.uk email address – The response that NALC had been received from the Government was unsatisfactory in that it was not looking to provide gov.uk emails directly and the NALC have raised their disappointment about this with the local MP's. The NALC will now be running their own pilot scheme to provide councils with a gov.uk domain name, email accounts for all staff and councillors and a website but spaces will be limited. The cost would be £112 + VAT every 2 years and a management and administration fee for emails and website of £70 per year. The Council agreed not to express an interest in this.
- Changes to the times of the Mobile Library Service from 25<sup>th</sup> July 2023.
- Email from parishioner about use of the Wells-Cole Car Park – a parishioner had watched a driving instructor using the Wells-Cole Car Park to teach its pupils and had queried who would be responsible for any damage caused. The Clerk has spoken to the Council's insurers who have confirmed that the driving instructor's insurance would have to cover any damage to the car park, vehicles or people. They suggested it would be a good idea to put up a sign pointing out the car park is private and only for users of the Hall and grounds and any accidents caused in the car park are the responsibility of those using it. Mr. N. Creek will research a sign.
- Email from Police Liaison Officer about Police Newsletters – Newsletters are to start again soon

but quarterly rather than monthly.

- Email from a parishioner about drains in Cressingham Road. Mr. N. Creek said the drains are regularly cleaned but silt up again very quickly.
- Email confirming that Raechal has been nominated to take part in the Community Champions tribute taking place at the Royal Norfolk Show on the evening of Wednesday 28<sup>th</sup> June.

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

The following accounts are due for payment: -

- NBB Co. Ltd. - £558 – Stonehenge seat
- Wymondham Windows - £3960 – deposit for windows/doors at the Community Centre
- Mrs. J.S. Glenn - £721.57 - Salary £ 544.93
  - Use of Home as Office 78.00
  - Petrol to Dereham (Election) 10.80
  - Broadband 60.00
  - Postage, stationary etc. 27.84
- Mr. J. Baldwin - £20 – felling tree at the Community Centre
- Wymondham Windows - £3960 – payable after survey done on the 8<sup>th</sup> June 2023

The payment of these accounts was proposed by Mr. D. Freeman seconded by Mr. N. Creek and unanimously agreed.

The Clerk said the balances on the Council's accounts as at the end of May are: -

Community Account - £28,972.16  
Business Savings Account - £22,888.23

**9. To Consider any Planning Matters:**

The following plans were discussed between meetings: -

- Plan 3PL/2023/0276/F – Change of use of land from agricultural to private equestrian use, including open barn and portable field shelter at land at Coburg Lane, Saham Hills -amended site plan to remove proposed planting to avoid potential conflict with the Public Right of Way - no objection
- Plan 3AG/2023/0011/AG - Agricultural Notification – a balanced cut and fill earth moving operation to create an irrigation reservoir at field 1 km south of Saham Grove Farm, just north of Peter's Plantation – no objection.

**10. To Re-elect the Trustees for the Wells-Cole Trust Fund:** This has to be done at the start of a new Parish Council. It was proposed by Mr. L. Rees-Murphy, seconded by Mr. S. Rees-Murphy that councillors R. Harrold, N. Creek, D. Freeman, J. Baldwin and Ms. K. Avery are re-appointed as the Trustees on the Wells-Cole Trust Fund Charity.

**11. To Consider the Purchase of a Defibrillator for Hills Road:** Mr. N. Creek said there was no defibrillator in the Hills Road area and he had spoken to the Methodist Chapel who have to get permission for a defibrillator to be put on the Chapel wall. The approximate cost is £1500. The Clerk said the Council had not budgeted for this and it would have to be paid for out of the Village Asset Fund (balance £5006). Clerk to contact the Safety Officer at Su-Bridge to find out the cost of one

from their supplier at Su-Bridge.

**12. To Discuss Playing Field Matters:** Mr. L. Rees-Murphy said himself and Mr. S. Rees-Murphy had attended a meeting of the Playing Field Committee and it had been confirmed that this was the first meeting that had been held since the AGM. Another meeting is planned and they will try to fit in the 4 meetings that should be held during the year. Ms. K. Avery said the sign had not been removed from the Pavilion yet – Mr. L. Rees-Murphy will email the PF Committee about this. Regarding the Walk Round they asked if a checklist could be provided so they could just tick off the items as they are attended to. Ms. K. Avery will produce a list from the Walk Round notes and include a suggested time frame for work to be done. The Clerk asked if they mentioned an extension to the Pavilion and Mr. L. Rees-Murphy said they were not going ahead with the container project and did propose to extend the Pavilion but was not sure if this included storage of the machinery. Mr. D. Freeman said the Council needs to demolish the concrete garage, the subject of the accident, and it was agreed Mr. L. Rees-Murphy would ask that the garage be removed within the next 4 weeks. Mr. L. Rees-Murphy said the opening of the Barclays bank account for the Playing Field Committee was still ongoing.

**13. To Discuss Storage of Parish Council Equipment at the Community Centre:** Mr. N. Creek said he had a projector, the charging unit for the speed cameras and various other items which belong to the Council which should be stored at the Community Centre. The projector would need to be in a locked cupboard. Mr. L. Rees-Murphy said he would see if any storage was available.

**14. To agree a quote for the central reservation at the Community Centre:** Mr. N. Creek said Groundscape did not wish to quote. (After meeting note – a quote was received). Ms. K. Avery said she thought a slow growing hedge would be the best option. The Chair will get a quote for hawthorn hedging. The protective shields for the lamp posts will also be installed. The Clerk will see if the Woodland Trust have any free trees available at the moment. The Chair asked councillors for their preference for the front area where the hedge had been removed and it was agreed to grass this. Mr. R. Harrold said the Police had said in the past that they prefer an open view as if they drive past, they can see if anything untoward is happening.

**15. To Consider Reports from Outside Organisations:**

**15.1 Wayland Partnership** – Mr. R. Harrold said the minutes of the meeting had been circulated and the only thing to add was there had been a problem with the Sumup card machine which had stopped working during a power outage. The company are not being very co-operative with replacing the card reader and the Partnership are losing sales as a result of this.

**15.2 Wells-Cole Community Centre** – Mr. S. Rees-Murphy said bookings are low for the next couple of months. They are trialling a new online booking and invoicing system on a 90 days' trial. There is a Drag Queen Quiz taking place on the 23<sup>rd</sup> September. The Farmers Market stalls are unreliable and the stock being sold is too up-market and expensive but they pay for the hire of the hall. Mr. L. Rees-Murphy said the bank account is still in the process of being set up and the signatories on the account are having to be certified by an approved professional. Ms. K. Avery asked if there is an age restriction on the Drag Queen Quiz as it may not be suitable for young children. Mr. L. Rees-Murphy said they hadn't considered this. The Clerk will advertise the event when there is space in the notice boards which are at present full with audit information. When the new notice boards are delivered, the Clerk said it is proposed that a Notice Board Policy is agreed so it will be clear what can and can't be advertised in Parish Council Notice boards. The Chair said he had discussed with Ms. K. Avery the possibility of having a Community Notice Board for community events. This could be put at the entrance to the Community Centre. Ms. K. Avery said

the Council needs to check the new insurance policy for the use of indoor bouncy castles as these are sometimes brought into the Hall if the weather is wet.

**15.3 Playing Field** – already dealt with.

**15.4 Play Park Inspector-** The Clerk said the Play Park Inspector has asked if he could have a badge as mothers were querying his presence at the Play Park when doing the checks. It was agreed this was a good idea and Ms. K. Avery will make some lanyards.

**15.5 Any Other Reports** – There were no other reports.

**16 Items for the next Agenda:** The following items to be on the July Agenda: Notice Board Policy and To consider appointing someone to keep the verges etc tidy in the Parish

**17. To Confirm the Date and Time of the Next Parish Council Meeting:** Monday the 3<sup>rd</sup> July 2023 at 7.30 p.m. at the Wells-Cole Community Centre, Bell Lane.

The Meeting closed at 8.30 p.m.

### **Parish Matters**

Councillors said there had been comments on Facebook about the nettles overhanging the dog walk at the Community Centre. The Chair will clear these within the next few days. The Clerk will check if Groundscape should be strimming the dog walk as part of their contract.

The Chair will also trim the verge at the front of the Community Centre. Ms. K. Avery suggested we employ someone to keep the verges in the parish tidy as the County Council only cut verges twice a year now. This will be on the next Agenda.

There are pot holes on Ploughboy Lane by the Old Ploughboy – Clerk will report to Highways.