

**SAHAM TONEY PARISH COUNCIL
MINUTES OF A MEETING HELD ON 3rd JULY 2023**

A meeting of the Parish Council was held on the 3rd July 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, G. Morton and Ms. K Avery and Ms. M. Baldwin. Ms. H. Crane (District Councillor) was also present.

1. Apologies for Absence: Apologies received and accepted from councillors L. Rees-Murphy and S. Rees-Murphy and Mr. P. Bate (District Councillor)

2. To Receive declarations of Interest from Members on Items on the Agenda: The Chair declared an interest in Agenda Item 13.

3. To Confirm the Minutes of the Meeting held on the 5th June 2023: The Minutes of the Meeting held on the 5th June 2023 were proposed by Ms. K. Avery, seconded by Mr. R. Harrold and unanimously approved.

4. Matters Arising from the Minutes and Action List:

- Concrete dumped in the ditch by the layby in Ploughboy Lane – Mr. N. Creek said he could not see the concrete but the ditch is now overgrown. Remove from Action List.
- Repairs to the Council's shed at the Community Centre – Mr. G. Morton will look at the repairs needed after the meeting.
- Dog Signs for Community Centre land – permanent signs needed possibly from Breckland Council's supplier.
- Replacement doors and windows at the Community Centre – Wymondham Windows have been given the contract for this work. The survey has been carried out but there is no start date yet.
- Dog bin for Hills Road – The Clerk has queried this again with NCC and they have no objection but have sent it to Breckland Council and are waiting for their comments Clerk will forward to Ms. H. Crane who will chase Breckland for a response.
- Sanctuary Meadow road sign – Breckland Council will replace this within the next 6 weeks.
- Notice Boards from Parish Partnership Grant have been installed.
- Fleur Homes have made a mess of Ovington Road and caused potholes – road condition has improved. Councillors thought the potholes had been dealt with. Remove from Action List.
- Unsafe garages at the Playing Field – Playing Field is on the Agenda.
- Defibrillator for Hills Road – The Clerk had expressed an interest in a Government Grant through Breckland Council. This grant may have to be match funded if we are successful. The price of a defibrillator ranges from £1600 to £2500 from the Defib Shop which is where the one at the Playing Field came from. This is a Lifepak CR2. The Chair said that the Methodist Chapel have permission to put the defibrillator on the wall of the Chapel.
- Road sign missing on Richmond Road. Clerk will contact Breckland Council. – it should be replaced within the next 6 weeks.
- 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
- Pot holes in Ploughboy Lane – will be repaired in the next 6 weeks.

5. Reports from District/County Councillors: Ms H. Crane had circulated her report as follows: -

Alexa-A new service via the Alexa smart speaker has been launched which will enable Breckland residents to find out more about local council services, including which bin is next due for collection. This new function is the first to be delivered by a Norfolk Council and embraces the latest technology and will develop over the months ahead to give more information. It is another way of residents being able to communicate with their council.

Local Government Chronicle awards-Breckland Council won the Health and Social Care category on 8th June. This is for the councils £1 million inspiring communities programme which launched in 2020 setting out a new partnership with NHS, Charities and other partners. Together support has been given to some of the district's most vulnerable residents, including those who have experienced domestic abuse, isolation and loneliness and people in need of mental health support. Thetford Stage and Screen festival returns on 5th and 6th August. Free outdoor cinema and 2 performances of outdoor Theatre of Jane Austin's Sense and Sensibility.

Business waste-The business waste has seen its 250th customer. This service is not a one size fits all and is tailored to meet the individual needs of our business waste customers.

Mental Health support - The Breckland build together Families programme will deliver interactive workshops and support for up to 100 young people and their families who are on local mental health waiting lists.

Car Parks-Breckland Council is set to carry out a new survey of its 32 public car parks. The last survey was done in 2016 and the council wants to understand how the car parks are being used and support our 5 Market Towns.

Local Plan Partial Review-The inspector has "considered the review on its own merits, this specific review has evolved in response to the complex mix of local circumstances, alongside which the Council has shown that it has undertaken substantive work on its full update of the local plan which is expressed clearly in the published Local Development Scheme. On balance the focused approach to the partial review is both pragmatic and justified." The full report can be found on the website.

Breckland 2035. Carbon Audit report came to cabinet this morning. The carbon footprint shows a positive direction of travel. There has been a 10% reduction since the previous year and a 17.5% reduction since the baseline year 2019/20. We have seen good progress in scopes 1 and 2, these are which are within our control. There are challenges with scope 3 for things out of our control such as SERCO waste collection, contracted cleaning, Equipment procurement etc.

Decarbonisation of Leisure Centres-Cabinet recommended that up to £530k be released to deliver destratification fans at both sites along with lagging improvements and optimisation of heating systems. Thetford would also see replacement of single glazed windows. This will see a reduction in total carbon emissions of 175.55 tonnes.

Mr. D. Freeman asked why Breckland cannot use another supplier to reduce the carbon footprint. Ms. Crane replied that as contracts are renewed this may be possible and in the future Breckland could ask suppliers for their green credentials.

The Chair asked about grass cutting in the parish as parishioners are complaining about the grassed areas not being cut. Ms. H. Crane said she had sent a map of the areas which Norfolk County Council own and will cut – Clerk will forward to councillors again.

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

7. Correspondence:

- RoSPA Reports for Play Park and Gym Equipment – Mr. R. Harrold said there were no serious risk problems highlighted in the reports and most could be repaired by using recycled plastic. The problem with the swings was probably caused by shrinkage. Mr. D. Freeman said the adult gym equipment was loose – Mr. Harrold will tighten the bolts. Mr. D. Freeman said the gate to the under 5 play area was not closing. Mr. Harrold said the report says a buffer needs to be fitted but the problem is caused by the grass getting longer. The Clerk will send a copy of the report to the Play Park Inspector.
- Email from NALC about the Armed Forces Covenant Pledge – it was agreed not to sign this.
- Email from NCC with information about the Parish Partnership Grants for 2024/25 – The Clerk said this will be on the August Agenda and asked councillors to think of things to consider for the grant for next year. The Clerk will research entry gates to the village which have been suggested previously.
- Email from Breckland about signage – Breckland Council can supply high-calibre signage with an anticipated cost of approximately £41.50 per unit which includes the sign and design coating, metal straps for lamp posts, VAT and delivery. After discussion it was agreed to ask for a picture/photo of a sign.
- Email from Breckland about mobile surveillance cameras – Breckland Council is looking for places to trial the new mobile deployable surveillance cameras that they are hoping to procure and are asking if parishes have any problem areas in their parish. After discussion it was agreed that there are no suitable areas in Saham where the cameras could be used.

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

- The Parish Notice Board Company - £2214 – balance due for the notice boards. The Clerk has submitted an invoice to Norfolk County Council for £3303 made up of: -

Members Fund Contribution (Mr. E. Connolly) £1,458
Norfolk County Council Contribution £1,845

The total scheme cost £3,690 + VAT of £738 meaning the Parish Council has only contributed £387 towards the cost of the new notice boards.

- Mrs. J.S. Glenn - £544.93 - Salary
- Playsafety Limited - £209.40 – RoSPA checks of Play Park and Gym Equipment

The payment of these accounts was proposed by Mr. D. Freeman seconded by Ms M. Baldwin and unanimously agreed.

The cheque for Wymondham Windows for £3960 for the survey was not honoured by Barclays Bank as they said one of the signatures didn't match the Mandate. A replacement cheque has been sent between meetings.

Barclays Bank have closed the Saham Saga account because, despite the fact that all requested documents were sent to them, they say they have not received them. The balance on the account of £2610 is being held temporarily in the Parish Council's Account until a new account for the Saga can be opened.

9. To Consider any Planning Matters: Planning Permission received to Plan 3PL/2023/0276/F – change of use of land from agricultural (Grade3) to private equestrian use, including open barn and portable field shelter at land at Coburg Lane, Saham Hills.

Two Screening Opinion plans had been submitted as follows: -

- Plan 3SR/2023/0004/SCR – Screening Opinion relating to a balanced cut and fill earth moving operation to create an Irrigation Reservoir (Screening Opinion) at field 500m north east of Saham Hall Farm
- Plan 3SR/2023/0006/SCR – proposed Reservoir – Screening Opinion at field 1KM south of Saham Grove Farm

These are advance notices informing that a full plan may be submitted in the future.

10. To Agree the Co-option of Mr. Alistair Wilson to fill one of the vacancies on the Parish Council. Mr. Wilson was unfortunately unable to attend due to a family commitment and this item was adjourned until the August meeting.

11. To Discuss and Agree a Notice Board Policy for the new Notice Boards: The Clerk had drafted a Notice Board Policy which was unanimously agreed and signed by the Chair.

12. To Discuss Notice Boards for the Community Centre: It was agreed that the old Council notice board was not suitable for a community board at the Community Centre. The Chair said he had found an open Public Notice Board made from recycled rubber and aluminium composite sheet. Parishioners can put their own notices on this board which will be situated at the front of the Community near the Saham Toney Village Hall signs. Ms. K. Avery can supply the posts so the cost for the board would be £460. It was proposed by Ms K. Avery and unanimously agreed that the Council purchase this board – the Chair will place the order.

13 To Agree and Appoint Mr. J. Baldwin as a Maintenance Person to keep Verges Clear in the Parish: The Chair said that he has cut back the verges in several places and is happy to continue to do this. Ms H. Crane said Breckland are only cutting the pieces of land that belong to them and the rest is being looked after by Norfolk County Council. Mr. D. Freeman suggested that Groundscape is asked to cut the verges in front of the Community Centre and this was agreed. It was agreed that the Chair continue to keep verges etc in the parish tidy.

14. To agree a quote for the central reservation at the Community Centre: The Chair said this is ongoing and work to plant a hawthorn hedge could not be done until the Autumn. The guards for the lamp posts need to be erected as soon as possible – to be on the next Agenda.

15. To Receive Reports from Outside Organisations:

15.1 **Wayland Partnership** – Mr. R. Harrold said the Partnership had attended the Yard Sale and Open Garden Event where it had become obvious that the drawing of cash in Watton was not widely available since the closure of the ATM outside Barclays. The link ATM charges £1.50 per transaction. At the moment there is a photographic exhibition with high profile photos of royalty, pop stars etc. which is worth a visit.

15.2 **Wells-Cole Community Centre** – The Clerk read a report on the Community Centre. There are still ongoing issues with setting up the bank account due to multiple requirements from NatWest because of Trust status requirements. Mr. L. Rees-Murphy is in contact with a firm of Accountants

in Dereham to see if they can support the application. The online booking site is still being tested but seems to be working well. Ms. K. Avery has added the online calendar and that is also being tested. Otherwise, the normal groups continue but the Keep Fit Group has finished due to low uptake.

15.3 Playing Field – The Clerk read a report. The rugby sign has been removed and the check list has been acknowledged and they will be working on the items. There is a Playing Field Meeting on the 17th July so it has been suggested by Mr. L. Rees-Murphy that the date for completion of the tasks in the Walk About is the 3rd August and this was agreed. The date for the painting or removal of the Cricket Club's containers should be the end of the cricket season.

15.4 Play Park Inspector – The latest report raises the following problems: -

- The bench is unstable and needs to be inspected.
- Wooden poles – one pole is loose
- Litter bin - two dog poo bags left by the bin and even though it is clearly stated that dog bags can be put in the bin they are being left at the side.
- Overhanging branches need checking in all areas and weeds and nettles need to be cut back.
- Sign at the front very unstable.
- There is a crossed wooden apparatus which is very unstable as it has rotted and suggest this be removed as it is not used.

15.5 Any Other Reports – There were no other reports.

16 Items for the next Agenda: The following items to be on the August Agenda: Co-option of Alistair Wilson to the Council; guards for the lamp posts at the Community Centre and to Consider a Project for a Parish Partnership Grant.

17. To Agree to Change the Date of the October Meeting of the Parish Council from Monday 2nd October 2023 to Monday the 9th October 2023: The Chair said he was unavailable for the 2nd October and it was agreed to change the date of the meeting to the 9th October 2023.

18. To Confirm the Date and Time of the Next Parish Council Meeting: Monday the 7th August 2023 at 7.30 p.m. at the Wells-Cole Community Centre, Bell Lane.

The Meeting closed at 8.30 p.m.

Parish Matters

Ms. K. Avery said that the Flexibus does visit Saham but Saham is not included in the list of villages served by the bus on the website. Norfolk County Council has said it will update this but to date Saham is still missing. It is on the Council's Facebook page and the Clerk will put it on the Council's website. It will also be in the next edition of the Saham Saga.

Mr. D. Freeman said the path on Cley Lane/Saham Road towards Watton is overgrown. Clerk will report this.

The Chair said Aiden Hall and Raechal Simpson had attended the Norfolk Show after being nominated as Community Champions.

