

Pulham St Mary Parish Council

Clerk to the Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, on Tuesday 13th December 2022, commenced at 7.30pm

Present: Cllrs Scanlan (Chair), Cllr Ellam, Cllr Yaxley (notice given, arrived 8pm), Cllr McDaniel, Cllr Burrige and Langshaw. The Clerk, Phoebe Scoulding (a community-based student on voluntary placement with the Parish Council) and 1 member of the public.

1. Welcome, consideration of apologies and reasons for absence.

The Chairman welcomed everyone to the meeting and apologies were received from Cllr Clarke, Cllr Freeman and Cllr Andersson- Hewitt, County Cllr Wilby and District Cllr Hudson.

2. To consider declaration of interests and dispensation by Councillors.

No declarations required

3. To approve minutes of the last meetings of 8th November 2022.

The minutes of 8th November 2022 were ratified as a true record of the meeting and a copy signed by the Chairman.

4. To discuss matters arising from the last meeting – for information only.

Parish Website.

All news items and statutory records have been updated.

Village/CIL Maintenance and Projects.

Work recommended by Treecare Consultants Ltd, has been completed on Chestnut Trees in St Marys Terrace. Next full assessment should be scheduled for 2025.

The Clerk has reported damage at the playground because of graffiti (report 36/85093/22) to Crooks Power wash - Currently awaiting response.

Clerk met Uk Power Network disconnection representative at South Green pavilion to discuss the overhead wire to the building, a further meeting with the small works representative is scheduled for 15/12/22, to provide a quote to move supply point. **ACTION** add to agenda January to consider costs and if this work is required.

EDF supply to the Pavillion has now been disconnected (no Charge), there is now no meter in the building and there will be no further charged for supply. If supply is required in the future a new meter will be installed and a new contract negotiated.

Ongoing response to the flooding 2020

The second anniversary of the flooding is approaching **ACTION** The Clerk will request an update.

5. To receive the Chairman's Report.

The Chairman asked Councillors to consider the provision of salt bins in the village centre, there are currently only small bins on Pennoyers land.

The 30mph limit has been extended out along the Harleston Road ACTION The Clerk will communicate with GO highways and SAM volunteer, with an aim to include within the Speed Awareness Monitoring Programme.

The Chair reported on the planting of 300/400 bulbs around the village. Further update in 'Other Reports'. ACTION The Clerk will thank District Cllr Hudson for donating the bulbs.

The dog bin has been removed from Kemps Road; Cllr Freeman is making enquiries. **ACTION** this matter will be included on the January Agenda.

The Chairman is continuing to work with PS on the Youth Engagement Project, he recently visited Diss Youth Group and will be involved in meetings with the School and SNT.

Cllr Scanlan is continuing to investigate ideas to commemorate Charles III coronation in May 2023.

6. To receive County and District Councillors Reports

County Cllr Wilby provided a report. Copy attached.

7. Public forum

A member of the public and Councillors discussed a couple of areas where waste items have been allowed to collect. Council will monitor and consider whether a letter should be sent to land owners/tenants at a future meeting.

8. Items for discussion and ratification

• **Current Planning Applications**

2022/0873 The Country Store – **Request to consider for approval submitted 15/6/22**

2022/1353 Land South of Norwich Rd – **Objection submitted 22/8/22**

2022/1630 & 1631 Barn at the Beeches, Station Rd – **Support submitted 29/9/22**

New Planning Applications

2022/2105 Listed Building Consent, Pennoyer Centre – 35 solar panels to the roof – **Council agreed they can not support this application because the building is grade II listing and it is within a conservation area.**

2022/2273 Discharge of condition 3 of 2022/1539 – New Glazed Doors at the Old Maltsters Arms Cottage – **Council agreed to support this application.**

ACTION the Clerk will respond within timeframe instructed.

• **To consider cost of a kissing gate FP17.**

The Clerk provided costs to purchase a kissing gate, for Councils consideration. **ACTION** The Clerk will write to the land owner to ask if they will replace/contribute towards the cost to replace the gate. This item will be moved to the January Meeting.

• **To receive correspondence from Pennoyers.**

The Clerk advised the outgoing Chair of Trustees that the Council would be considering the 2023/24 budget at the December meeting. This was acknowledged but no correspondence has been received. The Parish Council have supported the centre for several years and will now take this opportunity to prioritise other projects.

• **To receive notice of appointment of PK Littlejohn LLP as external auditors for 2022 23 for 5 years.**

Council received notice.

• **To receive correspondence from the Community Infrastructure Officer for South Norfolk**

Council received notice. This is a new role; the CI officer will be the Councils first point of contact if they wish to discuss CIL funded projects or look to seek a partner to help support a project.

- **To Consider Norfolk Joint Council pay increment to the Clerks salary 2022 23**

Cllr Ellam proposed the Clerks salary increase in line with the Norfolk Joint Scale Pay increment of £1,925 pro rata pa, to be backdated to 1/4/22. This was seconded by Cllr Langshaw and unanimously agreed. The Clerk thanked Council.

- **To receive budget update 2022/23 and proposal for 2023/24.**

Council received copy of the budget review for 2022/23 and proposal for the 2023/24 budget, prepared by the Clerk. There is an anticipated increase in expenditure in 2023/24 to cover the provision of staff and services. Council therefore agreed to minimise expenditure on support of earmarked funding/projects for 2023/24 to maintain a similar level of overall costs as for the current year. Council agreed the budget schedule received and confirmed they understood the information provided.

- **To consider the precept request for 2023/24**

Council is mindful of the pressure; the current financial climate is impacting upon parishioners. Council agreed to not increase the charge to parishioners, for parish council support within the council tax charge for 2023/24.

Cllr Ellam proposed setting the precept request at £25,673.89, with the increase in the current tax band to 341, this will maintain the average D band contribution at £75.29 for a further year. This was seconded by Cllr Burrridge and unanimously agreed.

ACTION The clerk will submit the precept request.

9. Presentation of income and expenditure for December 2022

Cllr Ellam proposed accepting the accounts report for December 2022, this was seconded by Cllr McDaniel and unanimously agreed. The balance following presentation of the listed Income and expenditure will be £58,487.12

Council agreed additional payments will be raised for £888.48 to Excite Solutions, and £2,640.00 to The Tree Amigos. These will be included in the January Accounts Schedule.

ACTION the Clerk will raise the bank transfers required for December payments, to be approved by Cllr Langshaw.

December – Income

Dec	2022
November Allotment Rent Plot's 4,6,7,8,10,11, 13,17,20	282.96
DECEMBER TOTAL	£282.96
CUMULATIVE TOTAL	£27,978.17

Expenditure

Dec	2022
08/11/2022 B/Trf V Freeman CTS Material repair village bollard	23.80
08/11/2022 B/Trf Bierton and Woods War Memorial Refurbishment	1,620.00
13/12/2022 B Trf L Shulver Salary including increase from April 22	775.80
13/12/2022 B Trf L Shulver WFH and Mileage	29.50
13/12/2022 B Trf PAYE Months 7 - 9	78.33
17/11/2022 DD N Power Oct Streetlighting	75.50
02/12/2022 DD BT BB & Call Pck to 23/12/22	19.50
17/12/2022 DD Wave Allotment Supply	14.36
DECEMBER TOTAL	£2,636.79
CUMULATIVE TOTAL	£20,362.44

10. To receive other reports.

Youth Engagement Programme

Pheobe Scoulding advised Council that a questionnaire is being drafted to collate information from young people in the area and create a 'Youth Voice' providing information on priorities of importance and 'wants' of this age group. A meeting is being organised for January to meet with the high school and it is hoped to include the middle school to ensure the Year 6 risings are included in the target youth group.

Currently Voluntary Norfolk are assisting with advice on producing required policies and safe guarding standards.

Venues being considered, to host youth events, include South Green for open space events and community buildings in both Pulhams.

Sports and Recreation Committee.

A proposal has been received from a parishioner, to set up a project group to repurpose the derelict pavilion into a workshop – employing the voluntary skills of local people who will be able to utilise the space as a meeting place/workshop going forward. Council will include this proposal within its ongoing consideration. It is hoped that interest in the project and more details will become available.

Footpath Warden.

No further report this month

Tree Warden

300/400 bulbs have now been planted around the village, primarily at the entrance points to the village. Council thanked Cllr Yaxley and her volunteers for their hard work.

SAM

No further SAM report this month

Armed Forces Champion.

An interest has been noted in this position. It is hoped the applicant will attend the January meeting.

To consider the date of next meeting

The next parish meeting will be held on 10th January 2023, at the Pennoyer Centre, commencing at 19.30

Meeting Closed at 21.00

Signed Date.....

County Cllr M Wilby Report

Winter Travel Information

I would like to express our thanks to the team that deliver Norfolk's highway services, often working day and night throughout the winter months. They recently celebrated winning the Highways Winter Maintenance Award 2022. This national award recognises the hard work of the team and in particular their use of innovative technology. We are well prepared to help keep Norfolk moving over the coming months with all of Norfolk's salt domes fully stocked. Each full 3-hour gritting run in Norfolk sees 2,200 miles of road treated. All A and B-class roads and some C-class roads are treated with a focus on commuter and major bus routes and as far as possible one route into all villages. The A11 and A47 are gritted by National Highways. People can check which roads are on the council's gritting routes for the 2022/23 season on the map at www.norfolk.gov.uk/gritting. On the same map people can find the locations of around 1,900 grit bins that are filled by the County Council and which people can use on public pavements, cycle paths and roads to help everyone get around safely. Also thanks to all of the farmers around the county that help to keep our roads clear of snow when we have heavy snowfalls.

The Department of Education have awarded NCC £4.7 million of funding as part of the Multiply project, which aims to improve numeracy skills in adults. The funding will last until the end of March 2025 and will be used to give grants to major training providers, such as Norfolk Adult Learning and colleges, as well as smaller organisations and grassroot providers. This grant-based approach means a larger number of people can take a course which is relevant to the skills they need. The council has also taken on 7 Multiply Champions, who will work with district and borough councils to provide advice and support to people looking to improve their numeracy skills and understanding. The Champions will attend local events, and work in various community areas, such as libraries, to ensure they reach people who would benefit from a Multiply funded course. For more information, to see course, and to sign up and register your interest, visit www.norfolk.gov.uk/multiply

Norfolk Apprenticeships

Apprenticeships Norfolk, a free and impartial service run by NCC, offers a wide range of support for both apprentices and companies looking to take on an apprentice, including information and guidance, as well as financial support. The Access to Apprenticeships grant, which is funded through the European Regional Development Fund, offers businesses up to £500 to enable them to overcome barriers to hiring an apprentice. The grant can be used for a variety of things, such as providing travel expenses, or the technology required by an apprentice to complete their studies, or for purchasing specialist equipment which would be needed, but can present a barrier to companies thinking of hiring an apprentice. Apprenticeships Norfolk has been running the #MadeinNorfolk campaign, aimed at encouraging businesses to take on an apprentice or to upskill an existing staff member using an apprenticeship. The campaign's success was recently recognised at the regional Chartered Institute of Public Relations awards, winning both the Best Low Budget campaign and the Best Public Sector campaign categories. For more information visit www.apprenticeshipsnorfolk.org

Winter Capacity Plan

More than 3,000 extra hours of extra home care are being commissioned this winter to help support growing demand on Adult Social Care. It is one of several measures NCC is taking alongside its partners in the NHS to help cope with the repercussions of Covid which have created an "extraordinary" situation across health and social care this winter. There has been a 67% increase on pre Covid levels on the proportion of people needing care when they leave hospital, and this comes amid national work force shortages. In response, the council has worked with its partners in health to put in place a range of measures, outlined in its Winter Capacity Plan. This includes: commissioning additional block provision, opening up the home care framework and working with new providers, the offer of an enhanced home care discharge rate for providers accepting individuals being discharged from hospital, and commissioning of additional double up capacity. Alongside housing providers (Broadland and Saffron

Housing) and the integrated Care Board, the council is also making use of Housing with Care flats, as part of a Community Step Down model to help reduce hospital stays.

Wishing everyone a Happy and Healthy New Year Best Wishes Martin