

# Meeting Minutes of Great Melton Parish Council

Monday 28 November 2022 at 7.30 pm held at Barford Village Hall

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Parish Councillors present: Rob Richardson (Chairman), Bruce Fleming (Vice-Chairman), Mary Barnard, Michelle Collins, Peter Markham, Liesl Richardson and Ian Sears. Also present: Luisa Cantera (Parish Clerk) and Margaret Dewsbury (District and County Councillor). There were no members of the public present.

The Council met at Barford Village Hall due to maintenance work at Great Melton Village Hall.

**1 Apologies for absence**

All parish councillors were present at the meeting.

**2 Members' declarations of interest in items on the agenda**

There were no declarations of interest.

**3 Approval of the minutes of the meeting held on 5 September 2022**

The minutes of the meeting were approved without amendment and signed by the Chairman as a correct record.

**4 Clerk's report**

The Clerk gave a summary of her report.

**5 Open forum for public participation**

No members of the public were present. The Chairman asked councillors to reflect on the lives of villagers Geoff Dunn and David Minter, both of whom had died recently and gave significant contributions to the village.

**6 Updates from councillors**

**6.1 Update from Cllr Barnard on a recent village hall committee meeting**

Cllr Barnard attended the November village hall management committee in place of Cllr Sears. The committee has been working hard on planning the building works which have already begun and will take several months.

**7 Report from the County and District Councillor**

Cllr Dewsbury reported that the County Council is looking at its budgets, both for the current financial year and next year. There is a requirement to save money for the future balanced with a constant demand for services, for instance a consultation is underway on the future of the mobile library service. Fifteen food hubs and warm hubs have been set up around Norfolk for residents to use in need of a warm place to meet and to help people in food poverty. Norfolk currently has the most cases of avian flu in England.

**8 Update from the Highways Working Group on reducing speed limits**

Cllrs Sears, Fleming and Markham met recently to discuss the responses from the questionnaire recently sent to Great Melton's households. Forty percent of households responded, the main issue highlighted was speeding in the village. There are two sources of funding available for the Parish Council to apply for: the County Councillor's fund (£10,000 to be shared between 17 villages), and a County Council Highways' Fund (£250,000 for the whole of the Breckland and South Norfolk area). The working group is drafting a proposal to be presented at the February 2023 Parish Council meeting. On a separate matter, Cllr Fleming will contact the Highways' Engineer regarding adding curbing around the war memorial to protect the grass and war memorial.

**9 Notification for Prior Approval for a proposed change of use and associated building works of an agricultural building to five dwellings (2022/2147)**

The District Council sent the details to the Parish Council for information only as it is a permitted development under Class Q. The Planning Officer asked if the Parish Council had any reason to believe the building had not been used for agricultural use. Councillors said they believed it had been used for storing farm machinery and feed.

**10 Update on the Equinor wind farm cable route**

The Clerk reported that she had asked the land agent for an update on negotiations between Equinor's solicitors and the land owners' solicitors but there is no additional news since the last meeting.

**11 Response from the village hall on an electric vehicle charging point**

The village hall committee has been passed details of how to apply for a grant from the District Council towards installation. The committee is undecided about whether to register an interest at this stage.

**12 Finance**

**12.1 Update on the Council's finances up to late November 2022**

The Clerk presented an update. The Council has received the second half of the precept (first half paid in April) and a litter picking grant from the District Council. Income from land rents is due in late November/early December. Expenditure on employment, administration and grants are as expected for the time of year.

**12.2 Approval of payments**

The following payments totalling £549.45 were approved by the Council:

Barford Village Hall	Room hire for November	£18.00
Cllr Ian Sears	Reimbursement for floral tribute laid in church at time of death of The Queen	£80.00
L Cantera	Salary and related expenses*	£451.45
*relates to 1 October to 31 December 2022		

**12.3 Review of Community Infrastructure Levy Payments (CIL)**

The Council received a CIL payment of £5,156 in October 2021 which must be used within 5 years of receipt. It is a charge which is levied by the District Council on new development in the area aimed at delivering the infrastructure needed to support development. CIL can be used for outdoor equipment, traffic control measures, road safety signs and speed messaging signs; building or refurbishment of community buildings and gardens. Councillors discussed using CIL for either a speed reduction project or use towards the village hall refurbishment.

**12.4 Request from the village hall for a donation**

The village hall has requested a donation towards the refurbishment project. The Council is agreeable to donating some council reserves towards the work. Cllr Sears will enquire about the ownership of the village hall and the Clerk will find out more about using CIL funds for this purpose. The village hall will be asked to provide additional details about what they would like a donation for and this will be discussed at the next council meeting.

**12.5 Discussion on 1st draft of the budget for 2023-24**

The Clerk presented the draft figures and asked councillors to contribute ideas. The Clerk will bring back the budget for approval at the next meeting allowing councillors time to consider any amendments. The Clerk will need to provide a draft precept figure to the District Council in January and will confirm the amount to them after the February meeting.

**13 Standing Orders**

The Council **RESOLVED** to adopt the new Standing Orders document. It will be added to the website.

**14 Communication with the public**

The Clerk was asked to write a regular, short article for the parish newsletter to encourage attendance at council meetings and update residents on what the council has been discussing.

**15 Correspondence**

Correspondence included A11 road closure updates, Boundary Commission for England initial proposals, Hornsea Three Community Fund consultation events, Norfolk constituency review, A47 duelling update, and the Rural Mobility Survey. Cllr Fleming will respond to the Rural Mobility Survey on behalf of the Council. Details of the community fund will be forwarded to the village hall.

**16 Dates for the March litter pick**

The next litter pick will be held on Saturday 11 March 2023.

**17 Items for the next meeting agenda**

Approval of the 2023-24 budget.

**18 The Council RESOLVED to exclude members of the public and press (under the Public Admission to Meetings Act 1960) for the following confidential items:**

**18.1 To discuss a request from a villager to either rent or purchase parish council-owned land**

The Parish Council agreed to continue renting its land. The residents who enquired about renting the allotment land will be asked to provide details of what they would use it for and what fee they would be prepared to pay. The current tenant will be contacted and asked the same questions.

The next meeting will be held on 13 February 2023 at 7.30 pm (venue to be confirmed). The Chairman closed the meeting at 10 pm.