

Meeting Minutes of Great Melton Parish Council

Thursday 21 January 2021 starting at 7.30 pm, held online using Zoom

Parish Councillors present: Rob Richardson (Chairman), Bruce Fleming (Vice-Chairman), Mary Barnard, Phyllis Curson, David Gregory, Peter Markham and Liesl Richardson. Also present: Luisa Cantera (Parish Clerk) and Margaret Dewsbury (District & County Councillor). There were two members of the public present (until end of item 5).

1 Apologies for absence

The Chairman opened the meeting and welcomed everyone. All councillors were present.

2 Members' declarations of interest in items on the agenda

The Chairman and Cllr Richardson declared an interest in items 19.1 & 19.2 (as tenants of Town Field).

3 Approval of the minutes of the meeting held on 12 November 2020

The minutes of the meeting were approved without amendment. The Chairman will sign the minutes as a correct record and pass to the Clerk.

4 Clerk's report on progress on items not on the agenda from the last meeting

The Clerk presented her report which councillors were able to see ahead of the meeting. Cllr Fleming agreed to attend the District Council Town & Parish Council forum on 22 January which includes topics such as Covid-19, the local plan and an elections update.

5 Open forum for public participation

Both members of the public attended the meeting to discuss speeding. As horse owners they explained their concerns about speeding traffic in particular between Wong Farm and Whiterails Farm. They said that they often feel unsafe riding their horses due to the speed and increased amount of traffic in the village. They asked whether the speed limit could be reduced and/or signage could be installed.

Councillors explained that they had discussed speeding many times in the past. There are no speed limits in the village, which is of considerable concern not only for horse riders but for walkers. Several possible solutions were discussed, such as speed cameras, speed activation messaging signs, additional signage.

6 Speeding concerns raised by a parishioner on Melton Road towards Wymondham/Hethersett

Following the discussion during the public participation section of the meeting, the Council agreed to contact the Highways Engineer to find out what options are available to tackle traffic speed. Several members of the Council were keen to be involved in a meeting with the Highway Engineer. Cllr L Richardson will contact the British Horse Society to ask for any advice on reducing speed limits on roads regularly used by horses. The members of the public were thanked for joining the meeting

7 Updates from councillors

The Clerk was asked to change the map on the website as the pin in the map should show the meeting place.

8 Planning applications

8.1 Update on application decisions taken by South Norfolk District Council

South Norfolk District Council approved the following application in January 2021: 3 The Croft, Great Melton - Reference 2020/1958: Re-location of existing access drive and erection of new garage and carport building.

8.2 Comment provided by the Parish Council in December 2020 on The Willows, High Green to South Norfolk District Council (SNDC)

2020/2243 - Demolition of The Willows and erection of replacement two storey dwelling and detached garage. The Parish Council commented as follows: The position of the house within the plot - if it could be located slightly further back it may have less impact on the privacy of neighbours. Although the plan shows the house no closer to the road than the existing property, the height of the proposed house may otherwise overlook the dwelling opposite. Request for any information on use of the garage accommodation - consider private use only restriction. The application was approved by SNDC in mid-January 2021.

9 Finance

9.1 Update on the Council's finances for the 3rd quarter of the financial year

The Clerk presented an update on the Council's finances to 31 December 2020 and answered questions.

9.2 Approval of payments

The following payments totalling £447.65 were approved by the Council:

L Cantera	Salary and related expenses	£359.23
L Cantera	Mileage	£6.75

9.3 Approval of the budget and precept for 2021-22

The Clerk presented a second draft of the budget for discussion. The Council **RESOLVED** to approve the budget and set the precept at £880 for 2021-22. This represents an increase of £80 (8.29%).

9.4 Appointment of an internal auditor for the 2020-21 financial year

The Clerk reported that the previous internal auditor had decided not to continue. The Council considered a quotation from Max Bergin and **RESOLVED** to appoint Mr Bergin as the internal auditor for a fee of £20.

9.5 Appointment of a councillor to check the finances

The Clerk asked the Council to appoint a councillor to check the finances twice a year as this is a good practice (referred to as an internal control). The Council **RESOLVED** to appoint Cllr Fleming.

10 Discussion of options for the parish council noticeboard in light of funding no longer being available

The Clerk reported that the grant applied for via South Norfolk District Council had been turned down. The Council agreed that the noticeboard was in a poor state of repair and that the preferred option was to replace it with a hard-wearing, recycled plastic noticeboard, as discussed at the previous meeting. The Council **RESOLVED** to go ahead with the purchase of a noticeboard from Greenbarnes.

11 Review and adoption of new Financial Regulations

The Council **RESOLVED** to adopt the updated Financial Regulations document. The document includes revised paragraphs to allow online banking and payment by electronic transfer.

12 Review and adoption of new Standing Orders

The Clerk had thought that Standing Orders were from 2015 and therefore due for renewal but in fact they had been reviewed in November 2018. No revision was necessary at this time.

13 Review and adoption of new Code of Conduct

The Council **RESOLVED** to adopt the new Code of Conduct as offered by the Local Government Association (LGA). All councillors received a link to the LGA website.

14 Discussion about the idea of a parish celebration event for post-Covid times

The Council decided to post-pone discussion to later in the year.

15 Discussion about the 2021 village litter pick

Cllr Barnard reported that she had contacted South Norfolk District Council for their advice on organising a litter pick. They had not replied in time for this meeting but Cllr Barnard felt that it was unlikely that restrictions relating to Covid-19 would allow for the usual Spring-time litter pick. She will organise one when restrictions are lifted.

16 Correspondence

The correspondence was available on the website for councillors and the public to read. One item related to junction improvements on the A47 at Thickthorn; Cllr L Richardson and Gregory agreed to attend a forthcoming meeting on behalf of the Council.

17 Items for the next meeting agenda

To receive a highways update, and to agree meeting dates for the second half of 2021.

18 Agreement of meeting dates for the second half of 2021

Councillors decided to postpone setting meeting dates until the May meeting.

19 The Council RESOLVED to exclude members of the public and press (under the Public Admission to Meetings Act 1960) for the following confidential items relating to the Sheringham Shoal/Dudgeon offshore wind farm project:

- 19.1 To consider the appointment of a land agent to represent the Parish Council (fees to be met by the project, not the Parish Council)

An agent was suggested, and subject to enquiries and satisfactory references, they could be appointed, with confirmation to follow at the meeting in May 2021.

- 19.2 To agree how to share a land survey payment due from Equinor

The Council **RESOLVED** to receive the £750 in full from Equinor. This money will be set aside to pay for a new noticeboard.

The Chairman and Cllr L Richardson left the meeting for items 19.1 and 19.2; Cllr Fleming took the chair for these items. The Chairman and Cllr L Richardson returned to the meeting following the conclusion of item 19.2.

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