

TERRINGTON ST JOHN PARISH COUNCIL

Serving the villages of Terrington St John and St John's Fen End

Minutes of the Ordinary Parish Council meeting held on Wednesday 5th April 2023 at 7pm in Ely Row Methodist Church Hall

1. Present

A Bishop - Chair, C Gibbs, B Dye, J MacCallum and J Ware

2. To consider accepting apologies for absence

It was **resolved** to accept apologies from A Hoey.

3. To record declarations of personal and/or prejudicial interest from members in any item to be discussed and consider any requests for dispensations

There were no declarations of interests.

4. To approve the minutes of the last ordinary council meeting held Wednesday 1st March 2023

It was **resolved** to approve the minutes of the last meeting held on Wednesday 1st March 2023 as a true and accurate record of the meeting and therefore they were duly signed by the Chair.

5. To approve the minutes of the Extraordinary council meeting held Tuesday 7th March 2023

It was **resolved** to approve the minutes of the Extraordinary council meeting held on Tuesday 7th March 2023

6. To receive reports from Borough and/or County Councillors

No one present

7. To allow public participation – to include information from developers, Police representatives, Ward and Borough Councillors or any other person invited to speak

Parishioners present noted they would like a group set up to look into investigating the need to limit the lorries coming along School Road all times of the night. Heavy vehicles seem to be increasing and going through residential areas and perhaps they could be redirected. Would like movement to be restricted to hours between 7am till 11pm. Parishioners very near the 'S' bend feel the effects on their buildings the most. The lorries also take up a lot of the road. It is very difficult for traffic to pass this area of the road and traffic have to go up the verge. It is damaging the road in particular areas at the edge. Parishioners have spoken to various people at the council but there is not much they can do about the situation. The Clerk was requested to find out the terms of an operating licence at a local haulage yard. The public noted that the speed limit needs to be reduced to 30mph at that area, Clerk to find out if that would be possible. Clerk to copy ward councillors in to see if they can help too and B Long and East of England traffic Commission.

8. To receive the Clerk's report, including matters arising from last month's meeting

a) To report on any matter regarding asset items

It was resolved to consider donations at the June meeting.

9. To consider website support provision

The Clerk advised members that the website support business would not continue to provide direct support from July. Options were considered and it was **resolved** that the Clerk would undertake the training offered and then keep the website up to date with information for the Parish Council.

10. To receive and consider reports and updates from Councillors regarding the areas they have been delegated to take a lead responsibility on

- a) Councillor B Dye
- b) Councillor C Gibbs:
 - TSJ Consolidated charity trustees (other Trustees A Hoey and J MacCallum) C Gibbs updated the members and noted a meeting is scheduled for 25th April.
 - The village sign is at the foundry ready to be made.
 - Parish Social events
Coronation King Charles III on 6th May 2023 (item 11) later in the meeting.
- c) Councillor A Bishop:
 - Norfolk Association of Local Councils – nothing to report on.
- d) Councillor A Hoey:
 - Scout Hut – nothing to report on.
 - SAM2
- e) Councillor J MacCallum:
 - Internal audit control – J MacCallum noted she did the training last month, felt it was good training and useful for our Parish Council.
- f) Councillor J Ware
 - Methodist church – A Bishop noted she had contacted R Roberts circuit minister, and D Chalke to ask for updates from A Stevenson and Emily King. Can have prizes if under £50. Clerk to request ward councillor attend meeting to give advice.

11. To consider financial business

- a) To receive bank account balances
Balance as at 310323 £63,538.45
- b) To receive details of income received
None
- c) To consider the recommended payments
It was resolved to make the following payments:

Net wages	£754.12
HMRC	£35.00
Westcotec	£16.50
Vodafone	£14.11
Electric est DD	£61.66
Clerks' expenses	£94.98
Userone	£3.60
Norfolcalc	£235.92
BCKLWN	£208.00

d) To accept parish partnership grant for 3rd stage of trod

It was **resolved** to accept the £13,250.00 parish partnership grant.

e) To consider donation requests

It was **resolved** to consider donations requests at the June meeting.

f) To consider the appointment of the Internal auditor J Raby £60

It was **resolved** to appoint J Raby as the internal auditor.

12. To consider planning matters

a) Applications

Any applications that appear on the Borough Council planning portal up to the date of the meeting that require the consultation of the Parish Council will be considered by the Councillors at their scheduled meeting, even if they are not listed on the agenda.

b) Decisions

c) Address notification

d) Correspondence

There were no planning items to consider.

13. To consider how the Parish Council can be prepared for national events, including in particular the preparations for the coronation celebrations of King Charles III on Saturday 6th May 2023

A Bishop went through the arrangements for the Coronation weekend to be held at both Terrington St John and Tilney St Lawrence as the two villages are working together to celebrate the occasion.

14. To consider updates required to the Neighbourhood Plan

J Ware asked if the NP could be updated to include data from the 2021 census. Clerk to try and obtain up dated information from the BCKLWN.

15. To consider information about a Flood risk assessment

J Ware noted that the Parish Council talks about flood risk when discussing planning applications and wondered if the Parish Council could have a plan for the village together with an emergency plan. J Ware would like to put an emergency plan together for the village as she attended a training recently. It was **resolved** J Ware would do some research ready for the next meeting.

16. To consider emergency planning for the village

Considered in the previous item.

17. To receive general correspondence via email during the month and consider any further actions required:

All correspondence was circulated via email during the month. There were no items that required further action.

18. To receive items for next month's agenda

Emergency planning

Village hall

19. Date and time of next meeting – Will be held on Thursday 11th May 2023

Annual Parish Council meeting Thursday 11th May from 7pm.

20. To resolve on the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2)

There were no items to consider in a closed session.