

# **TERRINGTON ST JOHN PARISH COUNCIL**

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

**Minutes of the ordinary meeting of Terrington St John Parish Council  
Held on Wednesday 6<sup>th</sup> January 2021 at 7.00pm  
Via online and telephone conferencing**

**Present:** C Clifton – Chair, C Gibbs, M Purse, B Dye, M Dale, A Bishop, N Friedmann and Ward Councillor S Squire.

**1. To consider accepting apologies for absence**

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

**2. To record declarations of personal and/or prejudicial interest from members in any item to be discussed**

There were no declarations of interest on any item on the agenda.

**3. To approve the minutes of the last ordinary council meeting held 2<sup>nd</sup> December 2020**

It was **resolved** to approve the minutes as a true and accurate record of the meeting, and they were duly signed by the Chair. M Dale on behalf of the Councillors wished to compliment the Clerk on her continued good work.

**4. To approve the minutes of the last extra ordinary council meeting held 16<sup>th</sup> December 2020**

It was **resolved** to approve the minutes as a true and accurate record of the meeting, and they were duly signed by the Chair.

**5. To receive reports from Borough and/or County Councillors**

S Squire reported:

- From 28 September 2020, people may be able to claim £500 if they have been told by NHS Test and Trace to self-isolate and they cannot do their work at home. Those needing this support should be encouraged to make a claim through the NCC website. Claims for payment can only be made up to 14 days after the end of self -isolation period.
- King's Lynn now has Covid 19 testing centre.
- Councillors will be meeting again next week to look at the outstanding issues.
- Care leavers have priority for housing but additionally to this they often need support with small DIY jobs. So, volunteers are being sought to cover a handy man service to help them.
- Council budget setting is coming up and due to Covid 19 and a reduction in income some services may be affected.
- M Dale asked if cases in the local villages are high. S Squire noted that it depends on the village, but that King's Lynn has particularly seen a lot of cases. Before Christmas only 20% of cases were the new variant but since Christmas the new variant has been 80% of cases.
- Churches are closed and are likely to stay closed up to the end of January at least.
- S Squire was pleased to see that schools are closed except to only the vulnerable and critical worker children. However, staff sickness numbers has meant that there is not enough provision in some schools.

- C Clifton was glad to see the roll out of vaccinations and noted that the local surgery has a poly tunnel to provide an undercover waiting area.
- There is other financial and digital equipment support available. S Squire will provide posters that can be displayed on social media.

C Clifton thanked S Squire for attending and providing a report.

The Clerk noted that all the dates of the coming years scheduled ordinary meetings have been forwarded to the Councillors. S Squire has responded to note that she has duly recorded them in her diary.

**6. To suspend the meeting to allow public participation**

There were no members of the public present.

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

**The Clerk reported:**

- The surgery is advertising for Covid 19 vaccine support volunteers. The Clerk is to add this information to the Facebook page.
- The hedge at the front of the playing field has been cut and looks good.
- The holes in the car park have been temporarily filled by a local business.
- The white lining around the village has been programmed.
- The fly tipping on Victoria Road has been removed. C Clifton noted that there has been other fly tipping throughout the village. The Christmas bin collecting schedule leaves a large amount of time when the bins are not collected. And he suggested that extra bags could have been provided before Christmas to help avoid people wanting to fly tip. S Squire felt that fly tipping had increased. M Dale discussed a furniture exchange method used in Switzerland.

**8. To receive and consider reports/updates on the following matters from any or a delegated Parish Councillor or the Clerk**

- a) Police Liaison – Link Councillor representative B Dye noted that the Police are still supporting the community. C Clifton explained why the Parish Council is having a feasibility study conducted on Main Road and the bypass. Unfortunately, due to Covid 19 the true picture may not be obtained.
- b) TSJ Consolidated charity trustees – Link Councillor representatives C Clifton, C Gibbs and A Hoey. The Clerk reported that all Trustees and herself have booked to attend a free hour-long training session on 19<sup>th</sup> January provided by Norfolk Community Foundation. C Clifton reported that not all the dole had been taken up so the trustees are looking to use the money in a more productive way. C Gibbs noted that the trustees are looking to formulise the methods of administration in a better way.
- c) Parish social group – Link Councillor representative C Gibbs suggested that on Thursday at 8pm the community claps for all the hero's that have given up their time. Details are to be added to social media. C Clifton noted that while distributing the charity dole money from the Scout hut they had taken the opportunity to look round the building since the redecoration and the building looks great. The Scout hut will be available for mornings and afternoons and would like to see it used by the community as much as possible. C Gibbs

- presented several ideas for the St John Fen End village sign. Design ideas were considered so that C Gibbs could investigate further.
- d) Church – Link Councillor representative M Dale reported that the Church is closed at present due to the current Covid 19 lockdown. He reported that the Methodist Church is at risk financially and will further struggle after April. The members agreed they would like to see the building remain a village asset rather than converted to a home. Grant opportunities have been forwarded to Church wardens.
  - e) Speedwatch/SAM2 – Link Councillor representative A Bishop feels that speeding has increased but no speed watches have taken place due to Covid 19. A Bishop also reported that the community are very supportive of the speed watch group, but unfortunately no further volunteers have come forward.
  - f) Planning – Link Councillor representatives, C Clifton, and M Purse. C Clifton discussed the Neighbourhood plan and gave an update of the current progress made. C Clifton asked S Squire about the May elections. S Squire noted that this has been discussed at both Borough and County councils as colleagues would like it delayed until September, but she just does not have any further details at present. S Squire will keep Parish Councillors up to date when details come in.
  - g) Scout hut – Working group and Link Councillor representatives N Friedmann noted that the lease agreement changes were coming to the final stages.
  - h) Data protection – Link Councillor representative, M Dale. The Clerk noted that due to GDPR all net wage payments would be grouped together for the minutes.
  - i) Neighbourhood planning – Working group – C Clifton and M Purse. This was discussed earlier in the meeting.
  - j) Strategy – Internal lead Councillor, C Clifton noted that he had installed a hand sanitiser station beside the playing field gate but sadly it had been removed. The wire fence has in part been destroyed. While getting quotes for a new fence the opportunity would be taken to incorporate a gate so that vehicles can go on the field. The members discussed the drain that has been filled meaning that the fence can be moved over.
  - k) Internal audit control – Working group N Friedmann, nothing to report at this time.
  - l) Footway lighting – Clerk. M Purse suggested that due to more people walking in the area that more street lighting could be put along School Road and this might slow traffic down as they become aware, they are in a village setting. It was resolved that the Clerk would seek more information ready for the next meeting.
  - m) Footpaths, grounds, and Parish Council assets (bus stops, seating, and bins) – Clerk. C Clifton and A Hoey to meet with the Clerk to consider options for a new bus shelter.
  - n) Highway matters including items for Highway Rangers – Link Councillor representative M Purse noted that unfortunately people are still parking on the Keep Clear road markings on Old Church Road. It was noted that traffic would be busy in the village when the vaccine was being given out to people at the surgery. The members considered alternative provision.
  - o) Norfolkcalc representative A Bishop reported that she has joined two webinars and gave a report on them. From these it was noted that it is good to work with

developers to see that new housing in the village have longevity built into their designs. A Bishop reported that the Orchard owner was happy to put the fence back. No survey has been completed yet.

p) Chair – Parish Councillor C Clifton, nothing to report at present.

## 9. To consider financial business

- a) To receive bank account balances  
The bank balance as at 31<sup>st</sup> December 2020 is £56,750.91.
- b) To receive details of income received  
No income received since the last meeting.
- c) To consider the recommended payments
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|-----------------------------|---------|
| Net wages                   | £840.32 |
| HMRC                        | £102.77 |
| Clerk expenses              | £337.50 |
| Westcotec                   | £16.50  |
| Vodafone                    | £13.32  |
| Eon est                     | £57.58  |
| UserOne est                 | £12.00  |
| Ultimate L&G                | £247.20 |
| BCKLWN signs                | £28.80  |
| PKF Littlejohn              | £360.00 |
| HHA Grounds Maintenance Ltd | £420.00 |
- Resolved** to make payments inline with the budget.
- d) To consider the current budget before recommended payments  
The budget was considered.
- e) To consider 2020/21 budget  
The budget presented by the Clerk was considered with minor adjustments made.
- f) Agree the Precept requirement for 2020/21  
It was **resolved** that a precept of £50,000 precept should be requested with an additional £472.00 Council Tax Support Grant.

The members resolved to agree the Clerks training agreement adding that no cost repayment would be need 12 months after the training had been completed.

## 10. To consider planning matters

- a) Applications
- 20/01542/F Proposed residential development including demolition of existing structures at The Cottage School Road St John's Fen End Terrington St John – Deadline 6<sup>th</sup> January 2021. The members **resolved** to support the application and were pleased that their comments were considered and acted upon.
  - 20/01898/F Proposed dwelling and use of agricultural land as gardens at Land E and NE of The Stet School Road St John's Fen End Terrington St John – Deadline 8<sup>th</sup> January 2021. The members **resolved** to support the application as they have previously done.
- b) Decisions
- c) Address notification  
Development at Surgery House, Mill Road, Terrington St John - Bella Close, Terrington St John.

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

- Norfolk ALC Wellbeing webinar on waste management, A Bishop reported that the Parish Council can make arrangements for recycling materials can be collected which would attract income and if this were more than the costs involved then it maybe worth doing. A Bishop to investigate further. A Bishop also explained that some villages have a Parish Pantry, which would also be investigated further.

**12. To receive items for next month's agenda**

- Donation requests

**13. Date and time of next meeting – Will be held on Wednesday 3<sup>rd</sup> February 2021.**

**14. 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)**

- a) To consider quotes for work required – it was not necessary to consider any confidential items