

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 2nd November 2022 at Ely Row Methodist Church Hall

1. Present

A Bishop – Chair, J MacCallum – Vice Chair, C Gibbs, B Dye and A Hoey.

2. To consider accepting apologies for absence

All the members are present.

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 interest.

4. To approve the minutes of the last ordinary council meeting held 5th October 2022

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

5. To receive a report from Paul Everitt – Church Road housing developer

Paul Everitt was welcomed to the meeting and explained that due to Covid 19 the development completion had been delayed for over 2 years. Paul explained Highways has been the biggest problem regarding the foot path arrangements and site entrance. Paul reassured the members that no properties will be sold in the 2nd phase until the footpath has been completed. There will be traffic management in the next couple of weeks for the tarmacking of the road and entrance. There have been two sales of properties already. Paul noted that they have tried their hardest to avoid the mud on the road but unfortunately its inevitable there was some. There have been 7 thefts on the site, 4 major ones. People are going to court on 7th and charges are fourth coming on others. Road names will be Cherry Tree Drive and Juniper Way, which the members agreed were good. Paul noted that he felt the speed limit on Church Road was too high. The members explained that a speed limit reduction request has already been applied for and was going to consultation in the near future.

Paul took questions from the councillors. He confirmed site location. 9 out of the 46 homes have to be social housing, which is over 20%. A Hoey noted that the Parish Council can provide SAM2 equipment to provide details of speed and volume of traffic along Church Road if necessary.

Paul was thanked for coming to the meeting to provide this information.

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

None attending and no reports.

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

Robert Sloan, the new Chair of the Village Magazine gave a presentation about his vision for the future of the Village Magazine, including layout, number of publications and

financial implications. This was well received by the members and Robert was thanked for coming to the meeting.

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

a) To give progress report on Community Governance training

The Clerk reported that the last assignments had been submitted and results are due at the end of November.

b) To report on any matter regarding asset items

There were no matters to discuss.

c) To discuss 'gov.uk' email addresses for Councillors

The Clerk explained that the March 2022, Joint Panel on Accountability and Governance Practitioners' Guide discusses the importance of secure email systems and GOV.UK (page 55). It was **resolved** that information should be forwarded to members and be an agenda item at the next meeting.

d) Scout hut damage

The Clerk updated the members on the damage that had taken place to the Scout hut over the summer. The members discussed this at length. It was **resolved** the Clerk would further follow this up with the police in the following week.

e) Village Hall update

It was reconfirmed that J Ware is fact finding information and will come back to the Parish Council at the ordinary meetings to discuss further so decisions can be made by the Parish Council members. R Sloan the Chair of Tilney All Saints Village Hall Committee and would like to help if he can. J Ware would like to know if the hall can be used by the village in the meantime before purchase. This would build a pattern of usage that could support application grants. It was **resolved** the Clerk should investigate this possibility. It was noted that CIL funding can be applied for. A Bishop noted that there was positive feedback for the future of the building being used by the village from the consultation. It was **resolved** the Clerk should ask someone from the local Methodist Church community if they recall how much the running costs were, to give some indication of future financial expectations. The members also wondered if a clause will be put on the property for the prohibition of alcohol and gambling – it was **resolved** the Clerk should find out.

9. 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:

- Police Liaison – B Dye had nothing to report.

b) Councillor C Gibbs:

- TSJ Consolidated charity trustees (other Trustees A Hoey and J MacCallum) – C Gibbs reported that the charity is waiting for confirmation that bank signatories have been changed.
- Parish Social events – C Gibbs discussed the plans for the acts of Remembrance on 11th November at the church.

c) Councillor A Bishop:

- Norfolk Association of Local Councils – A Bishop had nothing to report.

d) Councillor A Hoey:

- Scout Hut – A Hoey had nothing to report.
- SAM2 – A Hoey noted that one SAM2 is remaining by primary school and other one is being moved around the village.

e) Councillor J MacCallum:

- Internal audit control – J MacCallum reported that the recent internal audit control checks had been successfully completed. A Hoey suggested that everyone looks at completed work, to confirm that it is to the expected standard before the invoice is authorised for payment.

10. To consider financial business

- a) To receive bank account balances
The balance as at 31st October 2022 is £69,884.46
- b) To receive details of income received
The Clerk reported that a payment to HMRC had been made in error and is due to be repaid on 9th November.
- c) To consider the recommended payments
It was **resolved** that the following payments should be made in line with the budget:
- | | |
|------------------|--------------------------------|
| Net wages | £1012.34 |
| HMRC | £47.83 |
| Westcotec | £16.50 |
| Userone | £3.60 |
| Npower | £75.00 est |
| Vodafone | £14.11 |
| BCKLWN | £28.95 |
| Clerk's expenses | £130.00 missed from last month |
| Poppy wreath | £25.00 |
- d) To receive notification of intention to relinquish allotment land tenancy
Members agreed that there is a need to visit the plot.
- e) To consider the provision of a new laptop to be used by the Clerk and disposal of the old laptop
It was **resolved** that A Hoey should be asked to support the Clerk in selecting a suitable replacement laptop.
- f) To consider Village magazine finance and funding support
It was **resolved** this should be considered at the next scheduled meeting.

11. To consider Parish Partnership bid for 2023/24

The Clerk reported that this information had not been received yet for the members to consider ready for the grant application deadline. An extension has been given already, so this will be considered at the next meeting.

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 below.
- 22/01923/F - Conversion of existing outbuilding for use as annex at Buttermans Farm, Main Road, PE14 7RP.
The members discussed the details of the application.
It was resolved to object to this application with the following observations. This is a commercial /business application rather than a 'family, friends & extension of my role as a paid carer', which is how the application currently reads. Reference should be made to CQC / Health Service assessments too lest 'well-intentioned' aspirations give-rise to risk to

Vulnerable Persons because of a lack of involvement of the relevant and qualified agencies at the early stage.

A Hoey left the meeting at 8.45pm

b) Decisions

c) Address notification

d) Correspondence

- MVV Medworth Combined Heat and Power Facility – Development Consent Order (DCO) accepted for Examination and dates for period for Relevant Representations to be submitted. Planning inspectorate reference: EN010110. It was resolved to consider this at the next meeting.

13. To consider signing up to the civility and respect pledge – in collaboration with SLCC, NALC, OVW and Norfolk ALC

- <https://us19.campaign-archive.com/?u=2692b65f54fc05af771acfb43&id=8c064f481f>
- <https://www.slcc.co.uk/site/wp-content/uploads/2022/08/CR-Newsletter-AUGUST-2022.pdf>
- <https://www.nalc.gov.uk/our-work/civility-and-respect-project>

It was **resolved** to sign up to the civility and respect pledge.

14. To further explore how the Parish Council can help parishioners to save money while also being more environmentally aware – next month

Due to number of items considered at this meeting it was **resolved** to consider this item at next month's meeting.

15. To consider how the Parish Council can be prepared for national events, including the coronation celebrations of King Charles III – next month

Due to the number of items considered at this meeting, it was **resolved** to consider this item at next month's meeting.

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

The Clerk noted that some items need attention on the playing field.

Clean the village notice board

Gate needs rehangng

Goal posts nets need putting back in place.

J MacCallum kindly agreed to attend to these matters with her husband.

17. To receive items for next month's agenda

There were no items extra to those already resolved upon, at this time to be added to the agenda.

18. To consider dates and times of meetings for 2023 (first Wednesday of the month with the exception of May)

Due to the number of items considered at this meeting, it was **resolved** to consider this item at next month's meeting.

19. Date and time of next meeting – Will be held on Wednesday 7th December 2022

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 be considered at this item.