

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 3rd March 2021 at 7.00pm
Via online and telephone conferencing

Present: C Clifton – Chair, K Knight – Vice Chair, M Purse, A Hoey, A Bishop, C Gibbs and N Friedmann

M Dale arrived at 8.45pm

1 member of the public

S Bradley – development representative

S Squire – Ward Councillor

1. To consider accepting apologies for absence

It was **resolved** to accept apologies were accepted from B Dye.

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

There were no declarations of interest.

3. To approve the minutes of the last ordinary council meeting held 3rd February 2021

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

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

S Squire reported that fly tipping is a problem in the area and there have been lots of reports to the Borough Council. S Squire thanked the Clerk for putting together a report of information from other Parish Councils in the borough to get a full picture of fly tipping in the borough. C Clifton noted that some fly tipping in the village had names and addresses on it which has been reported to the borough. Fly tipping in general was discussed and S Squire noted that after lockdown the borough will be supporting litter picking.

S Squire explained that there have been a lot of vaccine scams recently and reminded the members that only the NHS provides the Covid 19 vaccine.

A member asked about accessing police data base to support convictions and asked if there is a connection between the cost of disposal, certain waste and fly tipping.

C Clifton confirmed the Parish Council would like to have some of the trees available from S Squire to be planted in the village.

5. To suspend the meeting to allow public participation

The meeting was closed to allow for public participation.

A member of the public noted that a lot of traffic are reversing around the Church Road/Church Lane corner, this is causing the traffic to go up onto the verge. The member of the public suggested boulders be put on the corner to deter reversing. It was also noted that the junction white lines are at an angle, so visibility is poor. C Clifton noted that reflectors are on the opposite side of the road. It was **resolved** that the Clerk should report these issues to Highways.

C Clifton has noticed that, in places Church Road is going into the dyke. It was **resolved** that the Clerk should raise this with Highways.

S Bradley the representative for the 21/00169/O planning application was invited to discuss with the members the details of the application. C Clifton reflected that A Christie had been asked, and did attend the previous month to discuss his proposed application. Details of the application were discussed.

The meeting was reopened.

In the light of a member wishing to leave the meeting early it was **resolved** to move into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2) to discuss and resolve on the CCTV proposals.

The members considered the quotes and discussed data protection and potential data hacking. A member took the members through all the proposals in detail. It was **resolved** to accept the quote and contract proposed by ADT Fire and Security Ltd.

A Hoey left the meeting at 8.09pm.

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

- a) The Clerk gave a brief update on the on Community Governance training.
- b) The Clerk discussed the lack of response from the PC solicitor for the new Scout hut lease and will continue to make contact with the solicitor.
- c) The Clerk asked if members were happy with the suggestions regarding arrangements for the 2021 grounds maintenance season, which they confirmed they were and that the Clerk should commence with gathering quotes.
- d) C Clifton requested that the Clerk remind Highways that the grass on the dual carriageway will soon need cutting, rather being left to grow too long causing visibility problems.

7. 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. In B Dyes absence, C Clifton discussed the problems with fast vehicles on the dual carriageway. B Dye has already reported this, and the police are commonly on the A47 slip road to monitor the traffic speed.
- b) TSJ Consolidated charity trustees Link Councillor representatives – C Clifton, C Gibbs and A Hoey. The Clerk has asked Norfolkcalc for extra training to support the trustees in creating documents for the charity. This was a common request from other Clerks in the same position.
- c) Parish social group Link Councillor representative – C Gibbs. C Gibbs discussed the 'Norfolk Litter Pick' and the GB Spring Clean will begin in May, therefore this is on hold for present.

A member discussed the advert for litter pickers in a neighbouring village.

A member noted that the Scouts are happy for the PC and community to use the hut during the week. Members were asked to think about future things that the facility can be used for. The members would like to visit the Scout hut as soon as Covid 19 allows.

- d) Church Link Councillor representative – M Dale. C Clifton noted that a Church warden was very pleased with the path leading to the Church.
- e) Speedwatch Link Councilor representative – A Bishop. Sadly, due to Covid 19 this activity is still on hold.
- f) SAM2 Link Councillor representative – A Hoey. Nothing to report at this time. A member noted that he is willing to analyse the data using the new program. Keys and leads are to be sought so this can progress.
- g) Planning Link Councillor representatives – C Clifton and M Purse. M Purse discussed the Neighbourhood Plan meeting that was held in the week. The online portal is being up dated and should be done by the end of March. Local Plan and other Neighbourhood Plans are waiting to go further and TSJ are first in the que. C Clifton confirmed he is going to update L Truss of the progress of the village NP.
- h) Scout hut Link Councillor representatives – N Friedmann. Currently waiting for feedback from the solicitor.
- i) Data protection Link Councillor representative – M Dale. Nothing to report currently.
- j) Neighbourhood planning Link Councillor representatives – C Clifton and M Purse. Nothing further to report at this time.
- k) Strategy Internal lead Councillor – C Clifton. C Clifton brought the 2021/22 Action plan to the members attention.
- l) Internal audit control Link Councillor representative – N Friedmann. Nothing to report at this time.
- m) Footway lighting Clerk. Nothing to report on at this time.
- n) Footpaths, grounds and Parish Council assets (bus stops, seating and bins) – Clerk. Nothing to report on at this time.
- o) Highway matters including items for Highway Rangers Link Councillor representative – M Purse reported that all the grips have been cleared out around the village allowing better drainage off the roads. C Clifton noted that he has not heard back from D Jefferies recently about the footpaths on School Road as they are getting bad.
- p) Norfolkalc Link Councillor representative A Bishop. A Bishop reported that at present she has not a response from the Begdale orchard owner but would like to get someone from Norfolk Wildlife Trust to do a survey on the orchard. Norfolkalc has taken up a new initiative about saving water and Norfolk is the first in Europe to take up the opportunity.
- q) Chair's report Parish Councillor C Clifton. C Clifton discussed the need for confidence in the issues raised in articles published in the Parish Council's name.

8. To consider financial business

- a) To receive bank account balances £50,813.65.
- b) To receive details of income received
No income received during the month. Expecting £30 Scout land rent to be deposited soon.
- c) To consider the recommended payments
It was **resolved** that the following payments should be made in line with the budget.

Net wages	£744.94
HMRC	£82.80
Clerk expenses	£77.94
Westcotec	£16.50
Vodafone	£13.32
Eon est – DD	£57.58
UserOnce est	£12.00
M&M Cleaning	£25.00
BCKLWN – Dog waste	£163.08
SLCC membership	£112.00

- d) **Confirm arrangements for play equipment and assets annual inspection at a cost of:**

Commercial Play Areas - £95.00 + VAT per play area
Non Commercial Play Areas - £68.50 + VAT per play area
Any additional items over five per play area - £3.50 + VAT per additional item
The members **resolved** to approve this arrangement.

9. To make an internal auditor appointment for 2021/22

It was **resolved** to appoint J Raby, at the same cost as last year, as the internal auditor.

10. To consider a Reserves policy

It was **resolved** that this would be considered at a future meeting.

11. To consider projects for the CIL application

The members discuss possible uses for the CIL monies. It was suggested that the Clerk finds out if the CIL money could be used to help towards the School Road footpath.

12. To consider processes for reporting material on social media or to the media

The members were reminded that they should not speak as a Councillor without permission and consultation of the Parish Council or going through the Chair and Clerk in the first instance.

13. 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.
 - 21/00169/O Outline application with all matters reserved for 5 dwellings at Land To The East of School Road Terrington St John Norfolk. Deadline 12th March 2021. The members **resolved** to support the application, however, note that access to these 5 dwellings is dependant on the 35 home development being built.

- 21/00230/F Proposed single storey rear and side extension at Foremans House 2 Fence Bank Walpole Highway Norfolk PE14 7QR. Deadline 22nd March 2021. The members **resolved** to support the application as this will improve the property and be an enhancement to the local area.

b) Decisions

- 20/01542/F Terrington St John The Cottage School Road St John's Fen End Terrington St John Norfolk PE14 8JR - Proposed residential development including demolition of existing structures Application Permitted 18 February 2021 Delegated Decision
- 20/01546/F Terrington St John Orchard Cottage 70 School Road Terrington St John Norfolk PE14 7SG - Construction of new car port Application Permitted 1 February 2021 Delegated Decision

c) Address notification

d) Correspondence

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

- The members discussed the alternative options for the fence next to the playing field. It was **resolved** that the Parish Council would like to keep the land, with the fence to be moved to the middle of the dyke.

There were no other actions necessary from the correspondence received.

15. To consider the Parish Council's procedures for Operation London and Forth Bridge

The members **resolved** to go ahead with the procedure suggested by the Clerk.

16. To receive items for next month's agenda

17. Date and time of next meeting – Will be held on Wednesday 7th April 2021

18. 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)

It was resolved to close the meeting on the grounds of confidentiality in accordance with the Public Bodies Admissions to Meetings Act 1960 s.1(2) and the following items were **resolved** after discussion:

- CCTV – It was **resolved** to accept the quote provided by ADT Fire and Security, as resolved earlier in the meeting.
- Fencing – It was **resolved** to accept the quote provided by Robert Fencing.
- Bus shelter – It was **resolved** to accept the quote provided by G W Shelter Solutions LTD.