

CRIMPLESHAM PARISH COUNCIL

Minutes of an Ordinary Meeting of the Parish Council, duly convened on Monday, 21st September 2020. Commenced at 7.30pm with Councillor David Lane in the chair.

This meeting was held virtually in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Attending:

Cllr Kevin Cornwell
Cllr David Lane
Cllr James Lane
Cllr Barry Satur
Cllr Mark Sawatzki

Cllr Mike Howland (Borough Councillor)
Cllr Brian Long (County Councillor)

Clerk – Sarah Thorpe

No parishioners were present

1. **Apologies for absence**
Apologies had been received from Cllr Pam Biggs and Cllr Jeffrey Carter.
2. **Declarations of Interest**
None.
3. **Public Forum**
No parishioners were present.
4. **Minutes of the Meeting Held on 20th July 2020**
The Chairman reminded councillors to look at the accuracy of the minutes, and that matters arising would be dealt with imminently. Following a proposal by Cllr James Lane, seconded by Cllr Sawatzki, the minutes were agreed as a true record.
5. **Matters Arising**
All matters arising to be dealt with under other items on the agenda.
6. **Finance matters**
 - Item a. **National Pay Award for the Clerk.** A pay award of 2.75% from 1st April 2020 had been agreed for the Clerk's pay scale. Following a proposal by Cllr Sawatzki, seconded by Cllr Satur, it was agreed to approve the pay award.
 - Item b. **Approval of Monthly Expenditure.**

Payee	Goods/ Services	VAT	TOTAL	Ref	Supplier/Service
S Thorpe	452.80		452.80	S/O	Clerk's salary August-Sept
Haven Power	50.40	2.52	52.92	DDR	Street Light Electric August-Sept
HMRC	62.80		62.80	S/O	PAYE July- August
S Thorpe	257.08		257.08	100867	Clerk's expenses/arrears
K Cornwell	17.00	3.40	20.40	100868	Tape and poles for Willow tree
Limetree Marketing	30.00		30.00	100869	Newsletter printing
Westcotec	90.25	18.05	108.30	DDR	Street Light Maint
HMRC	54.00		54.00	100870	PAYE Sept
Totals	£ 1,014.33	£ 23.97	£ 1,038.30		

The Clerk ran through the above payments for authorisation. Following a proposal by Cllr Sawatzki, seconded by Cllr Satur, the payments were authorised and the cheques were presented to councillors for signature.

Signed as a true record of the meeting:.....Date:.....

Item c. Review of Reconciled Cashbook. The Clerk advised that she had reconciled the cashbook to the end of August. A copy of the bank reconciliation and statements have been given to Councillors prior to the meeting. No questions were raised, the review was accepted.

7. Planning Matters

New applications:

Item a. Planning application 20/01117/F Variation or removal of condition 2 of previous planning permissions: Extension to bungalow and construction of garage at Byshell, Main Road. This application had been received since the last PC meeting. The application had been considered and it had been agreed to SUPPORT the application.

Decisions received from the BC: the following application had been approved.

Item b. Planning application 20/00754/O Outline application: site for one detached dwelling and garage at Land to rear of Dovedale, Main Road.

Item c. A query had been passed to the PC relating to a possible planning enforcement issue. It was agreed this would be referred to the BC Planning Enforcement Team.

8. Health & Safety

Item a. Matters Requiring Attention. The following issues were raised:

- Springfield Close – hedge had been trimmed but was still overhanging the footpath. Clerk to refer to Highways.
- Main Road (near Jasley) – BT manhole covers still needed attention. Clerk to chase up.
- Market Lane (surface water flooding) – Highways had not yet taken action to resolve the problem, despite Cllr Long agreeing to pay for the work from his Highways budget. Cllr Long advised that he had chased the matter up and would forward the response to the Clerk when he received it.

Item b. Health & Safety Inspections for PC assets. No completed forms were received.

Item c. Flooding issues. There had not been any further update from NCC Flood Management Team (FMT) about progress on a scheme to solve the flooding issues near Churchfields on Main Road. Cllr Long had chased up a reply from NCC Flood Management Team and would forward the response to the Clerk when he received it.

9. Correspondence

The Clerk updated the PC with items of correspondence received which included:

- Letter from owner of Dovedale, Main Road thanking the PC for supporting the recent planning application for a dwelling.
- Clerk and Councils Direct Newsletter.

10. Parish Affairs

Item a. Crimplasham Playing Field. Cllr David Lane had not yet been able to meet up with the representative from Fenland Leisure Products to discuss work to the slide. A willow tree at the site had split and needed removing. Cllr Cornwell had installed posts and tape to prevent members of the public from going near to the tree. One quotation had been obtained of £500; further quotations to be obtained. Following a proposal by Cllr David Lane, seconded by Cllr Satur, it was agreed that the Clerk would forward details of all quotations to members and then the best quote would be accepted to enable the work to be carried out as soon as possible.

Item b. Damage to streetlight at Springfield Close. The post of the streetlight had now been repaired. The contractor who caused the damage had agreed to pay for the repairs and the invoice was to be sent to them directly.

Item c. Update on data from SAM2 sign. Cllr James Lane advised that the SAM2 sign had been erected on Main Road near the playing field, facing the direction of traffic coming from the A134, from 8th–29th July. A total of 42,783 vehicles had been recorded; during the period 26,849 vehicles, which represented 63%, were recorded travelling within the speed limit; 15,934 vehicles, which represented 37%, were travelling above the speed limit. The maximum speed recorded was 80mph on 11th July at 9.55pm. These figures were similar to those recorded before the lockdown. The sign had been back

in place since 1st September, it was near The Rookery facing direction of traffic from A1122. It would be taken down on 23rd September. Thanks, were expressed to Cllr Cornwell for his help with putting up and taking down the sign. Members had not noticed any speed checks being carried out by the police since the last PC meeting.

Item d. Update on Community Speed Watch Scheme. The Clerk advised that she had received an update from the co-ordinator. It advised that three sessions had been carried out over the last month. 53 vehicles had been recorded significantly above the 30mph speed limit. In one afternoon session 36 vehicles had been recorded speeding with a maximum of 48mph; in another afternoon session 6 vehicles had been recorded speeding with a maximum of 43mph; in a morning session 11 vehicles had been recorded speeding with a maximum of 39mph. Currently the team only had three active members, with two others 'shielding' and another having left the village. They need to recruit more villagers to keep the scheme going. Item to be placed in the next newsletter to ask for additional volunteers.

Item e. Traffic calming. Following the report at the last meeting, when the Clerk had advised of the response from Highways to the request for traffic calming measures for Main Road. Cllr Long advised that he had chased up a response from the Highways Manager about this issue. He had suggested that he would be willing to use some of his Highways budget to help with a scheme if spare funding were available.

Item f. Village Hall matters. Following the article in the last newsletter no volunteers had come forward to help. A discussion took place on the way forward. Cllr Satur asked if the Hall Committee had every considered a cost analysis for a new Hall on the Playing Field. Cllr Cornwell advised that this had not been done. Cllr Satur volunteered to carry out an analysis if the PC wanted him to. It was agreed that he should do this. Clerk to provide contact details for the Marshland Hall Committee who had successfully built a replacement Hall.

11. Internal Council Affairs

Item a. Update on scanning of historical Parish Council documents. The Clerk confirmed that the scanning of the old minutes had now been completed. There were currently two digital copies, a third copy to be provided on a memory stick to the Chairman. Clerk to check if Norfolk Records Office were accepting records now.

Item b. Arrangements for appointment of new Parish Clerk/RFO. The Clerk had handed in her notice as she had been offered work with the County Association. Mr Mike Inder, who was a current local Clerk, was willing to take on the role. The Chairman had spoken with him at length and a start date of 1st November 2020 had been suggested if the PC were to agree to his appointment on the same pay scale as he currently received from his other PCs. The current Clerk had agreed to stay in the role until the start date of the new Clerk and would arrange for a handover of all PC documentation. Following a proposal by Cllr Cornwell, seconded by Cllr Satur, it was agreed by all to appoint Mr Mike Inder as the new Clerk/RFO from 1st November 2020 on the terms discussed by the Chairman. The Chairman expressed thanks to Miss Sarah Thorpe for her six years as the Parish Clerk/RFO.

Item c. Change of scheduled meeting dates. The new Clerk was not able to attend PC meetings on the current schedule of the third Monday of every odd month as he already had another meeting on this date. Options were considered. Following a proposal by Cllr Satur, seconded by Cllr Cornwell, it was agreed that meetings would be moved to the third Wednesday of every odd month.

12. Agenda Items for the Next Meeting

Items to remain on the agenda as already agreed.

13. Date and Time of the Next Meeting

Wednesday 18th November 2020, commencing at 7.30pm for an Ordinary Parish Council Meeting. It is expected that this meeting would be taking place virtually.

Meeting closed at 8.48pm