

# CRIMPLESHAM PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council, convened on Wednesday, 17<sup>th</sup> November 2021 in the Crimplesham Village Hall. Commenced at 7.20pm with Councillor David Lane in the chair.

## Present:

Cllr David Lane  
Cllr James Lane  
Cllr Jeff Carter  
Cllr Kevin Cornwell  
Cllr Gary Dodds  
Cllr Mark Sawatzki  
Clerk – Mike Inder

## Apologies:

Cllr Barry Satur  
Cllr Mike Howland (Borough Councillor)

## In Attendance:

Public present: Nil

- 81/21 **Introduction and apologies for absence:** The chairman welcomed everyone, he then made an announcement of the passing of former Cllr Pam Biggs and cited some of the many achievements and contributions she had made in a variety of roles to the village for over 40 years dedicated to serving the community, a minute's silence was held in her memory. He then opened the meeting. Apologies were received and were accepted as noted above.
- 82/21 **Declarations of Interest:** Cllrs J Lane and Dodds declared an interest in item 86/21.c.
- 83/21 **Reports from County/Borough Cllrs and Norfolk Constabulary:** None received. The Clerk reported that he had seen information regarding the new County Road Safety Community Fund and provided a brief sent to County Cllrs that had been shared at another Parish Council's meeting. He gave a summary of the scheme and highlighted that the County Council had accepted that the deadline for the West Norfolk Area was too tight to submit a fully detailed proposal but that they would accept a 'marker' for a scheme to be submitted with support from their County Cllr. This news came at an opportune time as between meetings there had been discussions regarding the latest complaint received from the public relating to speed and volume of traffic that used the village as a 'rat-run' to avoid the Stradsett junction of the A134 and A1122. Cllrs Sawatzki proposed a pinch point traffic calming located near the playing field and an extension of the 30mph speed limit at the Wereham entrance to the village. He offered to provide an outline plan to submit to the Cllr Long for support and to submit a marker for the scheme.
- 84/21 **Public Forum:** No public questions or comments.
- 85/21 **Minutes of the Meeting Held on 15th Sep 2021:** The draft minutes, having been circulated with the agenda were proposed by Cllr Cornwell, seconded by Cllr Carter, and agreed as an accurate reflection of the meeting and duly signed by the chairman.
- 86/21 **Finance matters**
- a. **Approval of Monthly Expenditure:** The payments at Annex A were reviewed, the payments were proposed by Cllr J Lane, seconded by Cllr Dodds, and were approved.
  - b. **Review of Reconciled Cashbook:** The Clerk advised that he had reconciled the cashbook to the end of Oct, a copy of the reconciliation summary is at Annex B. Cllr D Lane carried out the reconciliation checks and countersigned the summary record.
  - c. **Grant Application:** A grant application from the PCC for Churchyard maintenance was received in Oct 21, the Council considered it and were content that it met the criteria for LGA 1972 S.137 to be used to make the grant. It was proposed by Cllr Sawatzki, seconded by Cllr Dodds and passed unanimously, except for Cllr J Lane who abstained as he had declared an interest. Clerk to make payment in January 2022.

Chairman's Initials .....

- d. **Draft Budget:** The RFO had circulated a draft budget for 2022/23 and made recommendations with highlighted considerations that need to be determined; he invited Cllrs to review it and subsequent updates before the next meeting and submit any comments for further consideration ahead of the final draft being presented in January for agreement.

87/21 **Planning Matters**

- a. No new applications.
- b. Application decisions since the last meeting were reviewed:
- i. 21/01130/F | Proposed cart lodge for parking and storage | Rosemary Cottage Main Road Crimlesham Norfolk PE33 9DX. Permitted – PC Supported. No further comment.

88/21 **Health and Safety Issues:**

- a. **Updates and actions from previous meeting:**
- i. Overgrown hedges at Westview and The Old Rectory – Clerk to write to owner/occupiers, Westview has subsequently been tended, Clerk to write again to the Old Rectory.
- ii. Pavement defects at Westview – Clerk reported.
- iii. Overgrown verges at the Recycling centre – Update from Cllr Satur required on reporting/satisfaction.
- iv. Stow Barn Rd loose stones in the road causing hazard. The clerk reported that he had emailed the Albanwise Farm Manager regarding an event held by the Norfolk Farm Machinery Club (NORMAC) in the Sep on the fields adjacent to request they clear the road of debris carried onto the carriageway. No response received; Cllr Sawatzki offered to check if it had been done.
- v. Excess chippings on the footpaths have been cleared.
- vi. Water leak on Market Lane – repaired in early Nov.
- vii. Entrance to Church Road, surface damaged during roadworks, reported by Cllr D Lane and he confirmed that it has been repaired.
- b. **Reports of new issues:** No new issues reported.

89/21 **Correspondence:** The clerk summarised the following correspondence received since the last meeting:

- a. Email from a resident expressing concerns regarding speeding and traffic volume/pollution with suggestions for reducing the hazard. Cllrs remain committed to improving road safety and with support to the Community Speed Watch team and the exploitation of SAM2 data they are using the data to evidence the need for further enforcement activity and traffic calming measures. The Clerk had written to the County Speed Enforcement Team regarding a perceived lack of activity in 2021, they responded stating that there had been 4 visits in March/April but that only 4 excess speeders had been identified, this was a low rate compared to 400 other sites which are all requesting enforcement, but they undertook to visit again soon. Cllr J Lane reported that they had been seen in last month but that it was at 11am, a time that SAM2 data shows is a low-risk period. Cllr Dodds reported that he attended the last SNAP meeting and he used SAM2 data showing that peak speeding incidents on Main Road were between 6-8am and 4-6pm, he asked if the Police could conduct checks during those periods? The Police stated that they could, despite shift change, and undertook to do so. Cllr Dodds will attend the next SNAP meeting to seek a report on their results and to ask how many visits were made. It was also agreed that the Council should encourage residents who witness speeding or poor driving standards likely to cause an accident to report directly to the Police and to email the Police and Crime Commissioner and copy the County Cllr to raise the profile of the safety concerns. This strategy to be publicised on the Council website and village Facebook Group.
- b. **Parish Movement for an Offshore Transmission Network:** Updates were received between meetings and the Council were requested to support 2 letters due to be submitted to the SoS. The Council undertook to support them despite reservations that elements of this campaign were perceived as 'NIMBY'. There was a concern that should the campaign be successful it could exacerbate the severe risk of 'brown outs' over the coming months and years as demand for electricity increases and supply infrastructure is known to be falling short of future peak demand. The Council undertook to support items 2 and 4 of the Oct email from the convenor to request that the County Cllr, MP and public are made aware of the PC's support for the OTN proposal and to request that the County Cllr uses his influence at cabinet to compel NCC to join the OFFSet Group to support this proposal.
- c. **Reports of overgrown hedges:** further complaints of overgrown hedges and in particular brambles at the Old Rectory encroaching over the path were received, this is already being addressed at item 88/21.a.i.

90/21 **Parish Matters:**

- a. **Playing Field Charity Trust and management:** The clerk provided an update of progress between meeting with summary of correspondence. Annual Accounts have now been updated and the Trustees amended to reflect the Parish Council as a corporate body in place as Sole Trustee. The amended governance document has been submitted and the clerk will monitor the CC dashboard for update of status. Once complete then registration of the land can be updated.
- b. Main Road surface flood relief works: the clerk reported that he had received a reply from Mr Halls, who was due to leave his post soon, that the delay was due to the Rye grass harvest and that it was now not expected to be carried out until Jan 22. He further stated that in future enquiries should be directed to the Area West Engineer. The Area West Engineer has no control over the schedule and has offered to contact Mr Nathan Harris for an update. Clerk will hasten response so that the opportunity between harvest and re-seeding is not missed. Cllr Long is aware of this protracted scheme and has stated he will highlight it at the Norfolk Strategic Flood Alliance as an example of the disconnects that cause delay and distress for those affected.
- c. The clerk reported that he has sent PRoW and other tourist related links to the Stables owner to aid visitors with planning leisure activities without falling foul of private land sensitivities, he responded with thanks. Cllr Carter presented 2 very large rocket fireworks that had landed in his garden, believed to have been launched from the Stables, he was concerned that the use of public display size pyrotechnics in a residential area presented a serious hazard to people and property. The clerk was asked to ascertain if the Stables letting agreement covered the use of pyrotechnics and to ask for sensible restrictions to be included if they are not already covered.
- d. **To review Playing Field matters:**
  - i. Boundary damaged fence and overgrown vegetation. The clerk had contacted 2 recommended local contractors and one other, 2 had not replied or declined to quote, the other had met with the clerk on site and having reviewed the area agreed to quote for the area with the tree that has fallen across the fence and damaged it, to remove the tree and overgrown vegetation for the stretch to allow repair/replacement of the damaged fence. The quote has been returned for £950. Cllrs considered this price to be favourable and agreed that there was no perceived benefit in attempting to obtain further quotes as they were unlikely to be more competitive and would be from unknown suppliers if achieved. Cllr Carter proposed awarding the contract, seconded by Cllr Dodds and agreed unanimously.
  - ii. Play Park Slide embankment solution. Cllr D Lane met with the Fenland Play representative and options were discussed. The opinion of the rep was that there was no lasting solution and that in a rural aspect burrowing animals in a bank is to be expected. They could be deterred by filling holes with road planings material but that would be a never-ending battle and between inspections an accident could not be ruled out. Furthermore, the slide is circa 40 years old and any attempt to repair some of the low-risk defects identified in the annual report were deemed beyond economic repair. Cllr Dodds suggested that the slide should be replaced in total for a type without a bank, that the soil could be dispersed in some of the hollows and the recently announced CIL grant could be applied for to assist with the funding. It was suggested that it could be combined with the offer from a resident towards adult outdoor exercise equipment in a scheme to add a new piece of equipment that was suitable for use by children with disabilities. The clerk will supply Cllr Dodds with the contacts to draw up a plan and obtain quotes. Cllr Cornwell offered to assist to remove and disperse the soil bank from the slide.
  - iii. Play Park Action Plan review of work – Cllr Sawatzki reported that the corroded areas of the climbing frame and gate/fence have been treated, he also highlighted that the damaged bench was in need of removal, the basketball court surface needed clearing of weeds and the goal posts repainted. Cllrs agreed to form a work party to address these matters in-house.
  - iv. The Clerk gave notice that the annual inspection has been delayed until January due to staff shortages.
- e. **Traffic issues:**
  - i. Report on SAM2 data: analysis by the clerk highlighted the peak times where action should be focused on the Main Road between 6-8am and 4-6pm. Data is posted on the council's website.
  - ii. Community Speed Watch report: no reports received since the last meeting.

91/21 **To consider Internal Council matters:**

- a. Cllr Cornwell informed the Council that one of the Poor's Charity Trustees was no longer able to fulfil the commitment and that he was considering volunteering to be a Trustee but want to clarify the Council's position. Cllr D Lane had stated earlier in the year that he would replace Cllr Biggs as the PC rep to the Poor's Charity but that wasn't as a Trustee, he stated that he would contact the Trustees to ascertain the role requirements as there had been no contact and it was usual for grants to be decided at this time of year.

92/21 **Agenda Items for the Next Meeting:** The Budget and Precept demand for 2022/23 will be decided. The Road Safety Community Fund proposals will be developed to agree a full submission. Cllr Carter asked for the matter of speeding and suspect overweight agricultural vehicles transiting through the village to be put on the agenda again, the clerk explained that the matter had been decided at the last meeting and that there were more holistic steps being taken to address road safety, as such if he or any other resident had complaints that they should be reported to the Police directly to build the body of evidence to compel enforcement, the item was therefore rejected for the agenda as there was no substantial reason to review it within the 6 month period as set out in intent of Standing Orders para 7.

93/21 **Date, and Time of the Next Meeting:** Wednesday 19<sup>th</sup> January 2022 commencing at 7.15pm

The Chairman thanked those present for their contributions and closed the meeting at 9.10pm

Chairman .....

Date .....

Prepared by  
Mike Inder, Clerk & RFO

Chairman's Initials .....

## Payments for Approval

DATE	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
11/10/2021	Mike Inder	Clerks salary	26	SO	214.05
11/10/2021	HMRC	PAYE	27	SO	50.8
12/10/2021	Drax	street lighting electric IN1105510206 &47	28	DD	25.56
14/10/2021	Paul Bishop	Mole Control on Playing Field	29	100891	75.00
12/10/2021	Drax	street lighting electric IN110551793 &94	30	DD	26.46
18/11/2021	HMRC	PAYE (underpaid £1 due to increment)	31	SO	50.80
30/11/2021	Mike Inder	Clerks salary (underpaid £4.10 due to Incr)	32	SO	214.05
10/11/2021	Mike Inder	Expenses (Apr-Oct)	33	100892	176.81

## Note:

NJC pay award is still undecided with unions balloting members, offer of 1.75% rejected. Clerk's annual anniversary incremental progression to SPC 14 processed on pay statement and with HMRC but SO not adjusted pending outcome of pay award to avoid amending SO twice in short period. Salary and PAYE arrears will be corrected by cheque once finalised.

	<b>Bank Reconciliation at 08/11/2021</b>		
	Cash in Hand 01/04/2021		6,390.96
	<b>ADD</b> Receipts 01/04/2021 - 08/11/2021		10,066.70
			16,457.66
	<b>SUBTRACT</b> Payments 01/04/2021 - 08/11/2021		2,934.25
<b>A</b>	<b>Cash in Hand 08/11/2021</b> (per Cash Book)		<b>13,523.41</b>
	Cash in hand per Bank Statements		
	Petty Cash 29/10/2021	0.00	
	Savings account 29/10/2021	3,045.46	
	Current account 29/10/2021	10,692.00	
			<b>13,737.46</b>
	Less unrepresented payments		214.05
			13,523.41
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>13,523.41</b>
	<b>A = B Checks out OK</b>		