



Sculthorpe Parish Council

Meeting Minutes

Wednesday 1 September 2021 at 7pm, Village Hall

Parish Councillors present: Brian Watkin, Tony Walters, Gillian White, Roger London, Penny Ramm, Simon Read, Ken Dawson, Tom FitzPatrick. Also in attendance: Jodie Bond (Parish Clerk), there was 1 member of the public.

1. Welcome and to receive and accept apologies for absence

Chairman welcomed those present.

There were no apologies received.

2. Declarations of interest and requests for dispensations by Councillors

No declarations of interest or requests for dispensation were made.

3. Minutes of meeting held on 7 July 2021 to be approved

The minutes were approved without amendment.

4. To report progress on items not on the agenda from the last meeting

Please see Clerk's Report.

5. Receive reports from Local PC, NCC Cllr & NNDC Cllr, if attending

Tom FitzPatrick NNDC – At the last NNDC meeting on the proposed boundary changes the recommendation was made to make the changes, but Cllr FitzPatrick had made the point that people had taken the time to reply and the majority were against it. However, Fakenham are supporting the change, so he didn't get anywhere. He will continue to argue our side, as he is against it and also believes it is important to keep historic boundaries. Cllr Walters explained that a local person said to him they were married in Sculthorpe, live in Sculthorpe and wish to stay in Sculthorpe.

NNDC Sustainable Communities Fund is available for all organisations.

Covid – People are asked to still take precautions. It is thought that following the influx of holiday makers. Cllr London added that once the schools go back cases are likely to rise further.

6. Open forum for Public Participation: an opportunity to hear from members of the public

A member of the public reported that the old Fakenham Road is in a state with mud, wood chippings and logs piled high – the Hawk & Owl Trust have made it into the condition it is in. When questioned the Hawk & Owl Trust explained that it was their contractors making the mess, and they were reminded that a contractor working on their behalf is their responsibility. There is a concern for children's safety also. Cllr White asked whether there was any warning signage erected? It is believed there is none.

Cllrs Watkin and Walters agreed to investigate this and contact the Operations Director at Hawk & Owl.

7. To receive updates from council members (for information only)

7.1 Speed Watch report

Cllr London reported that the team are still running late afternoon/evening checks. They have caught 2 speeders, one on Creake Road and the other was coming out of the pub.

The co-ordinator is working out the dates for September.

The paperwork for the newest volunteer is being processed. The team had caught 11 speeders before our last meeting but 2 were discounted as they live outside of the area. Councillors were surprised that this. Cllr London explained that this is the current rules and people who live outside the area will not be followed up by Speed Watch. They would if they were caught by the Police.

Cllr London will request a summary of the SAM2 data from the co-ordinator to be shared at future Parish Council meetings.

7.2 Village Hall Committee report

The committee have organised IT Training this coming Monday and the following Monday at 2.30 to 3.30pm so if anyone wants to come along it is £4 approx. per person.

Cllr White asked how much is in the raise the roof fund, Cllr Ramm explained that it is approximately £1600 but has requested a breakdown from the committee for our next meeting.

Cllr Read asked what will be done about the hole that has been left in the wall where the new dishwasher was plumbed in incorrectly, as there is a hole in the brickwork that needs to be filled.

There was some discussion between committee members at their last meeting about installing a door in place of the existing window next to the kitchen hatch. Councillors discussed this and felt that the priority for funds should be spent on the roof and having a door next to the kitchen hatch may cause a problem for people using the hatch. Cllr Ramm will ask the committee to present any proposal to the PC in a formal capacity for consideration in the first instance.

8. Open Spaces

8.1 Blacketts Pond Area update

Following receipt of the formal quotation from John Service, the Clerk will submit a funding application to NNDC by the November deadline.

Cllr Watkin had spoken to a resident in Foundry Close who is concerned about mud possibly washing away from the bank and that her garden may fall into the pond.

There are no pilings around the edge of the pond to secure it, but the Council plans to renovate and replant the pond area which will help strengthen the bank.

Cllr Watkin will speak to the resident again to check their deeds and confirm the property boundary lines before we go ahead with registering the pond with land registry. The resident's solicitor should have provided plans and surveys which Cllr Watkin will ask to view.

Following this the Clerk will obtain a land registry check for an approx. fee of £11.

Cllr Walters advised that there were no deeds received from NNDC for the pond area.

8.2 Play Area

Cllr Watkin has now re-felted the roof on the gazebo costing approx. £20.00.

Cllr Read has witnessed the benches being rolled down the playing field by vandals and has been good enough to move them back into place, however they are all very worn out and should be replaced.

Cllr White suggested that GJL sell wooden picnic benches for approx. £250 each. Cllr Read knows a carpenter that makes these benches for a similar price but with sturdier materials. They would have to be bolted or secured onto paving slabs or a concrete base.

The Council suggested obtaining some quotes for consideration at our next meeting.

Cllr Read also mentioned the diverts in the play area which are a trip hazard and it could do with being scraped, levelled and top dressed. It was suggested that we ask Dels if they could do this or if they know anyone that could do this work. Cllr Walters agreed to speak to Dels and enquire. Alternatively, the holes could be filled with soil.

8.2.1 Zip wire platform update

Clerk explained that our play area inspector agrees with NGF Play with regards to the current legislation requiring the fall zone to be kept clear. Cllr Watkin explained that the zip wire actually locks in place if gently pulled down, enabling the children to climb up onto the platform without the seat running away. It was agreed to install a sign to let children and parents know how to do this. A step, ramp or ladder with rope /handrail would still be of benefit for access to the platform on the other side (not under the zip line).

8.2.2 Discuss toddler fencing

The toddler fencing was recently vandalised. Clerk reported it to the police and a crime number has been raised. Following this and following discussion with approx. 30 different parents, who were neutral about the fence being removed, the Council RESOLVED to remove the fencing completely for the foreseeable future.

Clerk will ask NNDC to expand the no dog zone now that the fence is down.

Cllr Read and Cllr Watkin agreed to take down and remove the remaining fence panels at the weekend for safety reasons. Thanks, given.

8.3 Report and discuss any Highways issues

The hedges and verges on The Street were cut back by Cllr London, however they are getting overgrown again and the ditches are full of nettles and weeds. Clerk to report this directly to Steve White at Highways.

Clerk to also report the reflective bollards next to Crockley Pitt which are missing and there is overgrowth along the edge of the water, closest to the road, which is dangerous as drivers are unaware of the deep water.

Cllr Read reported that the grit box needs filling on the bottom of Moor Lane. Cllr FitzPatrick explained that the general rule is that one route into every village should be gritted. Saunders Buses pick up from the bus stop on The Street but Councillors agree that this route is not gritted.

8.3.1 Consider and request additional 30mph signs in the village

There are no repeater signs between the 30mph signs on Creake Road. Cllr Watkin explained that Highways do not permit repeater signs if there are streetlights in situ. Clerk will check this. The rules may be different for higher speed zones. Cllr Read believes the highway code will be changing in the future which may have an impact on this rule, whereby it may be possible to

request repeaters. In the meantime, the Clerk will request 30mph speed roundels to be painted on the road, if it is possible to do so.

- 8.3.2 Request pedestrian crossing signs on the A1065 as you travel between the Shell garage and Hempton to make motorists aware there is a footpath crossing the road.

Cllr White has been approached with requests for pedestrian crossing signs where you cross from Hempton to Sculthorpe Eastgate. There are cycle crossing signs in place but no pedestrian crossing signs. Clerk to request signs from NCC Highways. Proposed by Cllr White, seconded by Cllr Watkin. All agreed.

- 8.3.3 Consider what action should be taken to resolve Dels over full car park, causing customers' cars to park along the roadside and potentially obstruct larger vehicles.

Clerk to check with NNDC Planning Dpt whether Dels should have a minimum number of car parking spaces. Cllr Walters will speak to Dels and ask him to clear the car park in the first instance.

- 8.3.4 Discuss options to trim the junction of Creake Rd and Burnham Market Rd for visibility.

Cllr White advised that the visibility is very difficult at this junction and she often cuts it herself. As discussed at our last meeting Clerk will write a joint letter to Highways asking for all crossroads and junctions with low visibility to be cut more frequently. It was also agreed to obtain a price from CGM to cut this junction for our information. Cllr FitzPatrick believes that writing a letter is a good idea however NCC are lobbying to keep verges uncut for wildlife reasons.

- 8.4 Receive update on the village sign refurbishment

Cllr Watkin has completed the restorative work to the village sign and support. There was a lot of rotten wood which was treated, and resin has been applied...it had previously been repaired with silicon which had trapped water inside. It is hoped that it will now last a further 5-10 years. All agreed it looks lovely.

9. Planning Matters

- 9.1 To receive results of applications

PF/20/2398 | St Nicholas Barn 8 The Grange, Lynn Road, NR21 9LL

NNDC decision - Approved

PO/21/0374 | 49 Sculthorpe Road, Fakenham, Norfolk, NR21 9ET

NNDC decision – Withdrawn

PF/21/0605 | 49 Sandy Lane, Fakenham, Norfolk, NR21 9EX

PC comment – neutral | NNDC decision - Approved

PF/21/1227 | Sculthorpe Mill, Lynn Road, Sculthorpe, Norfolk, NR21 9QG

PC comment – no comment | NNDC decision - pending

LA/21/1410 | Sculthorpe Mill, Lynn Road, Sculthorpe, Norfolk, NR21 9QG

PC comment – support | NNDC decision - pending

PF/21/1543 | Dels Nursery, Barsham Road, Sculthorpe, Norfolk, NR21 9NA

PC comment – neutral | NNDC decision - Approved

PF/21/1242 | Land At, Creake Road Stables, Creake Road, Sculthorpe, Norfolk,

PC comment – no comment | NNDC decision - Approved

LA/21/1228 | Sculthorpe Mill, Lynn Road, Sculthorpe, Norfolk, NR21 9QG

PC comment – support | NNDC decision - pending

Cllr White suggested including planning applications in the newsletter. Clerk advised that they may be expired by the time people read it but it may still be considered. Cllr FitzPatrick suggested including a note for people to register directly with NNDC to receive notification of planning applications in their area.

9.2 To receive and consider new applications
There were none.

10. Receive and consider Correspondence

Eon letter regarding notification of a price increase – The Council RESOLVED to source an alternative quote for comparison. Clerk to action.

11. Financial Matters

11.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (see below)

Sculthorpe Parish Council payment of accounts list (item 11.1)			
Payment to	Description		Payment (£)
K&M Lighting	o/s payment from July	100853	1.51
Clerk	Salary	100854	323.76
Hempton PC	Clerk Expenses	100855	24.31
CGM Ltd	Grass Cutting	100856	179.87
NNDC	Dog Bin Emptying	100857	209.70
Clerk	Website Domain	100858	12.46
Francis Beckham Trust	Allotment Rent	100589	12.00
B Watkin	Expenses	100860	151.99
Total payments approved			£916.00
Receipt from	Description		Receipt (£)
Bowls Club	Annual Rent	DC	100.00
Total payments received			£100.00

11.2 To review and approve the 6 monthly budget

The Clerk presented a draft of the 6 monthly budget for discussion. The Council is 32.5% spent on budget as of 1 September.

11.3 To agree to re-appoint the internal auditor for the 2021-22 financial year

It was discussed and agreed to appoint Di Dann to carry out the independent Internal Audit for 2021-22 at an agreed cost of £30.

12. Receive items for next agenda and note the date of the next meeting

Items for inclusion at our next meeting: Discussion about overgrown hedges and whether planning applications should be included on FB and or the newsletter.

The next meeting will be held on Wednesday 3 November 2021.

The Chairman closed the meeting at 9.12pm.

Signed by Chairman: Date: