



# Sculthorpe Parish Council

## Meeting Minutes

Wednesday 7 September 2022 at 7pm, Village Hall

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Parish Councillors present: Tony Walters (Vice Chair), Roger London, Penny Ramm, Gillian White, Simon Read, Ken Dawson, Tom FitzPatrick (District Councillor) until item 7. Also in attendance: Jodie Bond (Parish Clerk). There were no members of the public present.

**1. Welcome and to receive apologies for absence**

The Vice Chairman welcomed those present. The Vice Chairman noted that due to unforeseen circumstances the Chairman will be temporarily absent.

Apologies received from Brian Watkin (Chairman) and Michael Dalby (County Councillor). Apologies accepted.

**2. Receive declarations of interest and requests for dispensations by Councillors**

No declarations of interest or requests for dispensations were made.

**3. Minutes of meeting held on 6 July 2022 to be approved**

The minutes were approved without amendment and signed by the Vice Chairman as a correct record.

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

There were none.

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

Michael Dalby (County Councillor)

Report can be viewed via our website [www.sculthorpepc.info](http://www.sculthorpepc.info)

Tom FitzPatrick (District Councillor)

Bin collection changes are taking place.

The voting process is being streamlined so that electors only have to reply if something is incorrect.

The Greenbuild live event will be held in Fakenham on Saturday 10<sup>th</sup> September.

There are lots of events planned locally, including farming activities at Fakenham Academy.

The Norfolk & Waveney MIND café is available to help people with climate crisis and covid related stress and anxiety. Sadly, the suicide rate in Norfolk is higher than the average.

There are competitions and talks for kids in the library.

It will be a difficult winter for many people with the cost of living and energy price rises.

Cllr Walters asked about the recent travellers in Fakenham where they left a lot of mess and debris behind. Cllr London believed two sets of locked gates were broken into for them to gain access to the site next to sports centre and Aldiss park. Cllr FitzPatrick advised that they reportedly did not cause too much of an issue and the police had asked them to move one. They were only there for a few days.

Clerk raised the matter of a local parishioner having difficulty with a neighbour over DIY work at their home. Cllr FitzPatrick advised that he was already in contact with the resident and will be following up with them directly. Thanks were given.

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

There were none.

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

7.1 Speed Watch report

Cllr London reported that one driver was caught accelerating towards them, driving from 35mph to 45mph! However there have been no other speeders, which is good news.

Clerk requested a report of the data if possible, to help build a case of the speeding issues. Cllr London will ask the co-ordinator.

7.2 Village Hall Committee report

Cllr Ramm reported that the committee has purchased and installed some new benches which will remain unfixed, due to difficulties with strimming around them.

A film showing of 'Grease' is to be held on Saturday 17<sup>th</sup> September and is free to attend.

The next committee meeting will be held on Friday 9<sup>th</sup> September. Cllr Ramm agreed to suggest changing the lights to LEDs or similar economical lighting and also suggest using paper hand towels instead of the hand dryer to help reduce energy bills.

**8. Open Spaces**

Cllr Read reported that it appears as though someone has been rough sleeping in the area of land opposite the bus shelter on The Street, as mentioned in the past...debris has been left including knives. Cllr Ramm also recently noticed two men on the site which seemed suspicious. The Council agreed to monitor this and report anything suspicious in the future to the police, and possibly inform the Environmental Health Dpt.

8.1 Blacketts pond area update

Cllr Watkin had attended a further site meeting with Helen at NWT and John Service. We are still awaiting further notes and an updated quotation. Once received this information will be forward to NNDC for the grant panel to consider.

8.2 Consider and approve playing field levelling quotation

Cllr Watkin attended a further site meeting with AR Crisp to confirm the uneven areas. Clerk had also asked the Play Area Inspector to assess and comment. The suggestion was made to refrain from spraying weed killer on the areas with safety matting and lay grass seed. It is also suggested that new safety matting is installed around the play equipment. Clerk to obtain a quotation for safety matting for consideration. Clerk to also proceed with acceptance of AR Crisp's quote to level the area for a total of £310.

8.3 Receive update on bus shelter panels

One panel has been installed, the second panel is being held at AOT Engineering until the glass can be swapped from one bus shelter to the other, at which time the second metal panel will then be installed. Clerk to obtain some quotes to have the glass panel moved. If this is not possible a quote for Perspex/plastic panel will be obtained.

- 8.4 Consider Highways projects for the NCC Parish Partnership Scheme Funding  
Clerk has submitted an application for the SAM2. Funding of £1757 has been requested which is approx. 50% of the total cost. Clerk noted that funding may be awarded for electric car charging points, and this may be a project to consider in the future as it could generate an income for the Parish Council.

## 9. Planning Matters

- 9.1 To receive results of applications

**PF/22/0329** | The Old Rectory, Creake Road, Sculthorpe

Demolition of hay barn and erection of building for use as art gallery with self-contained serviced artist accommodation/holiday let.

PC comment – NEUTRAL | NNDC decision - PENDING

**RV/22/1272** | Bramble Oaks, Fakenham Road, Sculthorpe

Removal of condition 3 (limiting occupation of the dwelling solely limited to a person or persons who meet with the definition of gypsies and travellers or the description of travelling show people in Circular 01/2006) of planning permission PF/11/0687 (conversion and extension of workshop/store to residential dwelling & office and erection of workshop).

PC comment – NEUTRAL | NNDC decision - PENDING

**PF/22/1515** | The Grove, Creake Road, Sculthorpe, Fakenham, Norfolk, NR21 9NF

Erection of two-storey side extension, conversion of existing outbuilding to study and installation of swimming pool to rear garden.

PC comment – NEUTRAL | NNDC decision - PENDING

**PF/22/1563** | Dels Nursery, Trotters Lane, Barsham Road, Sculthorpe, Fakenham, Norfolk, NR21 9NA

Erection of cattle shed with additional bays for machinery storage

PC comment – NEUTRAL with comments | NNDC decision - APPROVED

Chase the planning re the expected number of car spaces.

- 9.2 To receive and consider new applications

PF/22/1587 - Stable Cottage, Moor Lane, Sculthorpe

Erection of two-bay cart shed with wood store

PC comment - NEUTRAL

LA/22/1516 - The Grove, Creake Road, Sculthorpe

Internal and external works to facilitate erection of two-storey side extension and conversion of existing outbuilding to study

PC comment - NEUTRAL

## 10. Receive and consider Correspondence

Email from parishioner regarding issues with their neighbour over DIY – Clerk to respond as discussed.

Clerks & Councils direct magazine – made available to Councillors.

**11. Financial Matters**

11.1 To approve the bank reconciliation and payment of accounts list

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

07.09.22	Clerk	Salary	£377.25
07.09.22	Clerk	Wix Website Domain	£12.46
07.09.22	Hempton PC	Clerk Expenses	£20.29
07.09.22	CGM Ltd	Grass Cutting	£384.00
07.09.22	David Bracey	Annual Play Area Inspection	£120.00
07.09.22	AOT Engineering	Bus Shelter panels	£522.92

11.2 To review and approve the 6 monthly budget

Following review, the Council RESOLVED to approve the 6 monthly budget presented by the Clerk, subject to amendment to the anticipated YE electricity figure, which will be confirmed once a quotation has been obtained.

11.3 To agree to re-appoint the internal auditor for the 2022-23 financial year

The Council RESOLVED to appoint Di Dann to carry out the Internal Audit for the 2022-23 financial year.

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

Items to be included on next agenda:-

Consider grass cutting and pest control renewal quotations for 2023

To receive report from parish councillor checking finances.

The next meeting will be held on Wednesday 2 November 2022.

The Vice Chairman closed the meeting at 8.34pm.

Signed by Chairman: ..... Date: .....