

DEOPHAM & HACKFORD PARISH COUNCIL

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Minutes of the Council meeting on Wednesday 1st September 2021, 7.30pm at Deopham Church

Cllrs present:

Jacky Phoenix – Chair (JP), Chris Coath – Vice Chair (CC), Chris Biggs (CB), Martin Skidmore (MS), Chris Chorley (CCh)

Cllrs absent:

Catherine Grand (CG), Nick Hindley (NH)

Other:

Jordana Wheeler (Clerk), Cllr Yvonne Bendle (YB), Cllr Margaret Dewsbury (MD). There were no members of the public present.

1. To receive and accept apologies for absence
 - 1.1. CG and NH were absent. All other Councillors were present.

2. To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
 - 2.1. There were no declarations of interest in any items on the agenda.

3. To approve and sign the minutes of the Parish Council meeting on 23rd June 2021
 - 3.1. The minutes of the meeting held on 23rd June 2021 were received and read by Councillors prior to the meeting. The Council **RESOLVED** to approve the minutes.

4. To report on progress of matters arising from previous meetings and review the action log
 - 4.1. The grant for the bench has been received and the bench is on order.
 - 4.2. The annual audit has now been completed.
 - 4.3. Additional maintenance of the football pitch organized by the football team has started. This includes repairs to the grass in the goal mouth and clearing brambles.

5. Finance - To receive the bank reconciliation for June-August 2021 and approve the following payments:

The Council reviewed the bank reconciliation, there were no queries. The Council **RESOLVED** to approve the payments.

	Description	Cheque Number	Amount
5.1	Playsafety Ltd – Play area inspection (ratify payment)	100618	£82.20
5.2	Transfer to deposit account (general reserves)	Letter to bank	£2315.31
5.3	Jordana Wheeler – Expenses (June-August 2021)	100619	£20.48

Draft minutes until approved at the Parish Council meeting on Wednesday 6th October 2021

Chairman Signature:

Date:

6. To consider making a donation to Great Ellingham Parish Council for the maintenance of the war memorial
 - 6.1. The Clerk summarised the maintenance costs for the year. The Council **RESOLVED** to donate £30 to Great Ellingham Parish Council.
7. To consider new bank charges from HSBC and options for alternative banking arrangements
 - 7.1. The Clerk summarised the changes to the Councils bank account being introduced by HSBC. The Clerk suggested that if bank charges were introduced it would be worth considering options for moving to an alternative bank to accommodate online banking.
ACTION – Clerk to research alternative bank accounts.
8. To consider options for whole council training
 - 8.1. The Clerk explained options for individual training or whole council training. This would cover a range of topics regarding what Parish Councils are responsible for. Councillors were keen to explore options for whole Council training but reducing the costs.
ACTION – Clerk to contact other local councils to discuss options for sharing training.
9. To discuss the Community Businesses in Places of Worship programme
 - 9.1. CC summarised the programme, offering the church as a space to be used by small community businesses. Councillors were not aware of any local businesses which would benefit, noting volumes of passing traffic would not be large for any business.
10. To note the response to the following planning application;
 - 10.1. Application 2021/1319 – Proposed detached workshop/hobby room, Meadow Cottage, Park Lane, Deopham
The Council **RESOLVED** they had no comments on the application. This decision was made via email under Delegation to the Clerk.
 - 10.2. Application 2021/1445 – Notification for Prior Approval for a proposed change of use and associated building works of an agricultural building to a dwellinghouse, Hill Farm, Morley Road, Deopham
The Council **RESOLVED** they had no comments on the application. This decision was made via email under Delegation to the Clerk.
 - 10.3. Application 2021/1285 – Construction of horse manege or riding exercise arena, Ashtree Farm, Hardingham Road, Hackford
The Council **RESOLVED** they had no comments on the application. This decision was made via email under Delegation to the Clerk.
11. To consider the following planning application;
 - 11.1. Application 2021/1653 – Erection of a single storey rear extension to replace existing and two storey side extension including garden room to side, Laurel Farm, Pye Lane, Deopham.
The Council noted the extension was at the back of the property so not visible from the road. The Council **RESOLVED** they had no objections to the application.

12. Correspondence

- 12.1. Broadland & South Norfolk Accommodation Review – Consultation. Options are being considered for combining the office space for both Councils. Options include a new office location with Norwich and Wymondham suggested. A cost effective solution is being sought following changes in working practices after the pandemic.
- 12.2. Norfolk Strategic Flood Alliance – Flood Leaflet. A new contact number for flood emergencies is now in use and available via a new flood leaflet which will be distributed to all Norfolk residents. The Fire Service is working with the Flood Alliance to provide advice to Parish Councils on how to help during future floods.
- 12.3. Big South Norfolk Litter Pick – Information to be shared with NH.

13. Opportunity for public participation

- 13.1. There were no members of the public present.
- 13.2. It was that John Chilvers had recently passed away. John was a Parish Councillor for many years.
- 13.3. YB reported she was now Chair of Licensing and a consultation on taxi licensing would be published soon.
- 13.4. MB reported that South Norfolk Council were supporting refugees from Afghanistan. A scheme to help residents purchase solar panels was being launched.

14. To confirm the date of the next meeting

- 14.1. The next Council meeting will take place at Gralix Hall on Wednesday 6th October 2021, 7.30pm. The press and public are welcome to attend.

The public meeting closed at 8.30pm.