

DEOPHAM & HACKFORD PARISH COUNCIL

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Minutes of the Council meeting on Wednesday 6th October 2021, 7.30pm at Gralix Hall

Cllrs present:

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

Cllrs absent:

Nick Hindley (NH), Cllr Yvonne Bendle (YB), Cllr Margaret Dewsbury (MD)

Other:

Jordana Wheeler (Clerk). There was 1 member of the public present.

1. To receive and accept apologies for absence
 - 1.1. NH was 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 1st September 2021
 - 3.1. The minutes of the meeting held on 1st September 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 Clerk has been in contact with the bank to find out how to remove a previous Councillor as signatory. It is recommended to remove them before considering changing banks.
 - 4.2. NH is assisting with painting the inside of the pavilion. Past damp patches may require treating before painting can be completed.

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

The Clerk noted the 2nd half of the precept had been received but this had been a week later than expected. The Council reviewed the bank reconciliation, there were no queries. The Council **RESOLVED** to approve the payments.

	Description	Cheque Number	Amount
5.1	Great Ellingham Parish Council – Donation for war memorial maintenance	100620	£30.00
5.2	Jacqueline Phoenix – Reimbursement for maintenance costs for pavilion	100621	£33.96

Draft minutes until approved at the Parish Council meeting on Wednesday 3rd November 2021
Chairman Signature: _____ Date: _____

5.3	Vortex Grounds Maintenance & Services – Grass cutting at playing field 2021	100622	£1104.00
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6. To receive an update from the Playing Field Working Party
 - 6.1. JP provided an update. NH has also joined the group to assist with research and planning. Various local play areas have been visited for research purposes. The intention is to use the CIL money, which will also allow the Council to apply for matched funding or grants for the additional money required to fund the project.
 - 6.2. Quotes for the new car park are in progress. CCh has liaised with the planning department regarding permission needed for the car park (due to access onto the highway). A plan will be required but this does not need to be created by an architect. Fees are also lower for Parish Council's. There can only be one entrance. Gates come in a standard width of 3.2metres. The whole car park will be fenced to prevent vehicles from driving onto the field.
 - 6.3. Brochures for play equipment have been sourced and a short list of preferred equipment has been created. 3 visits have been arranged with 3 companies to quote for new play equipment.
 - 6.4. Councillors recently met some local families at a village coffee morning who may be interested in assisting with the project. A consultation morning was proposed which would provide local residents with the chance to view the proposed plans and vote for a favourite. The working party will report back to the Council once all quotes have been obtained.

7. To consider matters relating to hire of the football pitch
 - 7.1. The Clerk noted the football team have given notice and finished renting the pitch at the end of September. All hire fees were paid up to that date. JP reported that the team had removed their belongings from the pavilion. The hire agreement had included a 6 month notice period, however, the team had not signed the new agreement for this year despite repeated requests therefore no further action could be taken for the loss of rent.
 - 7.2. Options were considered for the future of the pitch including ways to reduce ongoing costs. The Council **RESOLVED** to complete the project to replace the play area and improve parking before looking for a replacement football team to use the pitch.

8. To consider receiving a Memorial Token from HM Lord-Lieutenant of Norfolk
 - 8.1. The Council have the opportunity to receive a Memorial Token (round blue plaque) which is to commemorate the community's resilience during the pandemic. There is no cost to the Council. The Council **RESOLVED** to accept the memorial token. Preference was given to not being included in any publicity.

9. To note changes to the hire of the football pitch
 - 9.1. Item discussed under item 7.

10. To agree locations for proposed Horse warning signs
 - 10.1. Norfolk County Council (NCC) Highways department have requested a reduction of the suggested sites to 2 or 3 locations. The Council opted for Vicarage Road (by junction with Pye Lane), Wymondham Road (before junction with Church Road) and Attleborough Road (near Mill Farm).
ACTION – Clerk to liaise with NCC to finalise horse sign locations.

11. To ratify the response to the following planning application;

- 11.1. Application 2021/926 - Erection of garden room to the rear of the dwelling, Piggetts Lodge, Victoria Lane, Deopham.
The Council considered the application via email. The Council **RESOLVED** they had no objections to the application.

12. Correspondence

- 12.1. National Highways – A11 Spooner Row to Thickthorn Concrete Reconstruction and Surface Repairs Scheme. Details are available on the website, roadworks and road closures will be in place for approx. 3 months.
- 12.2. Consultation – Review of South Norfolk Council’s Gambling Policy – Details available on the website. The policy has to be reviewed every 3 years.
- 12.3. Consultation – Review of South Norfolk Council’s Hackney Carriage and Private Hire Vehicle Policy and Conditions – Details available on the website.
- 12.4. Consultation – Norfolk County Council’s Transport for Norwich Strategy – Details available on the website.

13. Opportunity for public participation

- 13.1. A monthly report from MD has been received by email and will be shared.
- 13.2. JP and MS attended the recent funeral of John Chilvers, a previous Councillor. A minutes silence was held in his memory.

14. To confirm the date of the next meeting

- 14.1. The next Council meeting will take place at Gralix Hall on Wednesday 3rd November 2021, 7.30pm. The press and public are welcome to attend.

The public meeting closed at 8.20pm.