



Barsham Parish Council

Meeting Minutes

Monday 15 November 2021, 7.30pm

Parish Councillors present: Andrew Ross, Grace Howlett, Robert Fletcher, Frank Chapman, James Goodley. Also in attendance: Jodie Bond (Parish Clerk) there were no members of the public.

1. To welcome and receive apologies for absence

The Chairman opened the meeting and welcomed those present.

Apologies were received from Stuart Laws (Vice Chairman) and Tom FitzPatrick (District Councillor).
Apologies accepted.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations

There were none.

3. To approve the minutes of meeting held on 20 September 2021

The minutes were approved without amendment and signed by the 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 Local Police, NCC Councillor and NNDC Councillor, if attending

NNDC Cllr Tom FitzPatrick

Not present.

NCC Cllr Michael Dalby

Not present.

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

There were none.

7. Slipper Chapel Developments

There were none.

8. Open spaces

There are still outstanding potholes and it was agreed that the pothole repairs are not good enough and roads need resurfacing.

Cllr Goodley proposed that the children's swings are all replaced. Clerk advised that following last year's inspection a new bucket seat was ordered, however the supplier had let us down and a new quote had been received from NGF Play. It was RESOLVED to wait until after this year's inspection and consider replacement of all the swings at our next meeting.

Following a request from the Clerk the Council RESOLVED to carry out 3 weekly visual checks of the children's play area, which Cllr Goodley agreed to action. Thanks, given.

- 8.1 SAM2 update
No current data to report.
- 8.2 Defibrillator update
No further update.
- 8.3 Review and approve updated allotment lease and receive report
Following review the Council RESOLVED to approve the updated allotment lease presented by the Clerk, subject to removal of the clause that permits keeping rabbits, as this is no longer deemed suitable. The lease will be circulated to all allotmentees. The plots will also be defined and numbered on a plan.
Allotmentees will be reminded that no machinery, equipment or vehicles are permitted to be left on or next to the plots. The Council also agreed that Mr Rodney Baker may take on the rent of Mr Ray Baker's plot, following his recent passing. All rent has been received.
- 8.4 To discuss any progress on setting up a Speed Watch group
Following communications with the Clerk a local resident has registered their interest as a volunteer for a speed watch group. However at least 6 volunteers are required before a speed watch group can be set up. The Council would be in support of the group once up and running.
- 8.5 To consider lighting a beacon for the Queens Platinum Jubilee on 2nd June 2022
Cllr Howlett advised that the PCC have considered an event on the Sunday of this weekend, at the village hall to raise money for the hall and church.
Cllr Goodley suggested the PC join forces and proposed a community picnic on Lime Kiln field, and coincide with the church event. Further details to follow.

9. Planning Matters

- 9.1 To receive results of applications
- 9.2 To receive and consider new applications
CL/21/2502 | Arch Cottage, Walsingham Road, North Barsham, Norfolk, NR22 6AN
Lawful Development Certificate for existing use of detached domestic outbuilding as residential annexe to Arch Cottage
PC comment - neutral
- PF/21/2672 | The Old Rectory, Walsingham Road, North Barsham, NR22 6AN
Single storey extension to house and external alterations; external alterations to detached annexe building
PC comment – neutral
- LA/21/2673 | The Old Rectory, Walsingham Road, North Barsham, NR22 6AN
Internal and external works to house and detached annexe building
PC comment – neutral

Cllr Howlett highlighted that there appears to have been some development including installation of velux roof windows and possible conversion of one of the buildings. Clerk to ask NNDC to visit the site at Sculthorpe Lodge Farmhouse, that has submitted 2 applications and withdrawn 1.

Councillors also wish to make enquiries about the properties at Field View, as they are 2 distinct dwellings, but no planning applications have been received for this development.

Also, property number 113 Fakenham Road, just as you enter Houghton St Giles from Barsham is a recently erected timber building. Clerk to enquire whether any planning permission is required for this.

10. Financial Matters

10.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

Payment to	Description	Ref	Amount (£)
Clerk	Salary (Oct-Nov)	Online	244.32
Hempton Parish Council	Clerk mobile, laptop & stationery contribution	Online	20.98
Barry & Shaun Andrews	Grass Cutting	Online	136.00
	Total		£401.30
Receipt from	Description	Ref	Amount (£)
Sampson, Dalton, Baker	Annual Allotment Rent	DC	50.00
NNDC	Precept (2 nd Instalment)	DC	1187.50
	Total		£1237.50

10.2 To receive report from parish councillor checking finances

Cllr Howlett reviewed the finances and reported that they were in good order.

11. To receive and consider Correspondence

- Letter from the Lord Lieutenants Office regarding the presentation of a Covid Memorial Plaque. It could be presented at the Carol service at 6pm on 21 December at West Barsham Church, or at our next PC meeting on 17 January. Clerk to notify Lord Cholmondeley's office.
- Email received from Mr Laurence Elliot registering interest in joining the Council – Agreed that Clerk will forward a co-option pack.
- Tree survey literature – made available to Councillors.
- Quotation received from NNDC for litter bin emptying (£2.40 per empty) – Council RESOLVED to authorise the emptying of the bin on the side of the East Barsham bus shelter. Cllr Howlett will action.

12. To agree to contribute towards the Walsingham PC newsletter

The Council RESOLVED to contribute towards the newsletter that Walsingham PC will be producing, since News & Views ceased. An article has been submitted for the November issue. It will cost £11.55 per issue.

13. Items for inclusion on next agenda and agree the date of the next meeting

The next Parish Council meeting will be held on Monday 17 January 2022. Subsequent meetings for 2022 will be held on 21 March, 16 May, 18 July, 19 September and 21 November.

The Chairman closed the meeting at 8.58pm.

Signed by Chairman: Date: