



# Congham Parish Council

Chair: Michael de Whalley

Clerk: M White

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conghamparishcouncil.norfolkparishes.gov.uk

## Minutes of the Parish Council meeting on 24<sup>th</sup> November 2021

Thursday 2<sup>nd</sup> December Clerk: *Mary White*

### DRAFT

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|        | <b>In Attendance:</b> Cllrs M de Whalley, N Grief, A Page, G Clark, G Stratton, T Tilbrook                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 211101 | The Chair welcomed everyone to the meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 211102 | <b>To agree the minutes of the Parish Council meeting held on the 22nd September 2021</b><br>2.1 <i>It was resolved to agree the minutes of the 22nd September 2021.</i><br>2.2 There were no matters arising.                                                                                                                                                                                                                                                                                                                                      |
| 211103 | <b>Public Participation</b><br>3.1 A plaque to commemorate the Covid Pandemic was presented by the Vice Lord-Lieutenant of Norfolk Peter Wilson to the chair M de Whalley.<br>3.2 L Grange was co-opted for the vacancy of Councillor. She has completed a Declaration of Acceptance of Office and was then invited to join the meeting.                                                                                                                                                                                                            |
| 211104 | <b>To receive Declarations of Interest</b><br>None were received.<br>The Clerk to send DPI forms to all Councillors to update and complete. These will then be published on the Borough Council website.                                                                                                                                                                                                                                                                                                                                            |
| 211105 | <b>To receive written reports from the County Councillor and the Borough Councillor</b><br>Cllr M de Whally to contact County Cllr S Dark to express concerns that no response is received prior to meetings from the County Council.<br>Borough Cllr M de Whalley gave an update on the CIL application.                                                                                                                                                                                                                                           |
| 211106 | <b>Planning Application</b><br>No planning applications were forwarded to the Council prior to the meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 211107 | <b>Finance</b><br><b>To agree the Payments and Receipts up to the November 2021 payments</b><br>7.1 <i>It was resolved to agree the payments and receipts to date.</i><br>7.2 Clerk to send copy of new contract to Cllr G Clark for approval.<br>7.3 The Remembrance Day poppy wreath was laid at the remembrance service at Grimstom on 14th November and later placed in St Andrew's Church Congham.<br>7.4 Cllr M de Whalley to contact St Andrew's Church regarding the donation for 2021.<br>7.5 The Budget was reviewed and agreed for 2022. |
| 211108 | <b>Neighbourhood Plan update</b><br>Comments from the Borough Council relating to the draft pre-submission document were received and circulated on 24th September.                                                                                                                                                                                                                                                                                                                                                                                 |

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| 211109 | <b>HR subcommittee update</b><br>The Clerk will investigate current policies in place at Congham Parish Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 211110 | <b>Fuel Allotment</b><br>Historic data on the Fuel Allotment was passed to Cllr T Tilbrook.<br>Cllr M de Whalley, N Grief and T Tilbrook will form the Fuel Allotment subcommittee and will visit the Fuel Allotment on 3rd December.<br>The CIL Grant to research the Fuel Allotment which was received on 8th Oct 2018 has 5 years to complete. A repayment will have to be made if the Grant is not used.                                                                                                                                                                                                                                                                                                                                 |
| 211111 | <b>Highways and footpaths update</b><br>11.1 David Mills the Countryside Access Officer for NCC who visited and inspected the footpath RB1 confirmed that Mr Rae has plans to reinstate the culvert and trim the hedge.<br>11.2 The Highways Western Area Officer Sally Bettinson has responded on the maintenance of potholes on St Andrews Lane and confirmed that defects had been found and are yet to be issued and completed.<br>It was agreed to write to CC S Dark and the MP MR J Wild to comment on defects not yet issued or completed and the omission of a timetable.<br>11.3 Highway Boundaries have logged the trod enquiry along one side of the B1153 as Enquiry 23634 which has a current turnaround of 12 weeks to reply. |
| 211112 | <b>Correspondence</b><br>An enquiry was received from a Congham resident to add a bench on the Lynn Road. The Clerk will invite the Grimston Parish Clerk to repond as the Lynn Road between Grimston Post Office and the Low Road is in Grimston. The Clerk will also liaise with the medical centre to add seating outside and update the resident accordingly.                                                                                                                                                                                                                                                                                                                                                                            |
| 211113 | <b>Planning Enforcement</b><br>Clerk to contact highways regarding concerns over retail activity at a private address which means cars park on the highway and footpath causing a hazard to pedestrians.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 211114 | <b>Dates for Parish Council meetings in 2022</b><br>Clerk to organise meetings calendar for 2022, to be held at Congham Hall on the 3rd Wednesday in March, May, July, September and November.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 211115 | <b>ASTCO Clothing Bank</b><br>Clerk to contact ASTCO to decline clothing bank in Congham.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 211116 | <b>Queen's Platinum Jubilee Beacons on 2nd June 2022</b><br>Cllr L Grange to investigate possible street party in St Andrews Lane and report back.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 211117 | <b>Letter of support for Hospital</b><br>Cllr M de Whalley to send a letter of support to the MP (Dept of Health & Social Care).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|        | <b>The meeting closed at 9:45pm</b><br><b>The next meeting is on 26th January 2022 at 7pm</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|        | <b>Signed ..... Chair M de Whalley 26th January 2022</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |