

Congham Parish Council

Minutes of the Parish Council meeting held on Wednesday 28 September 2022

Congham

DRAFT

In Attendance: Cllrs M de Whalley, N Grief, A Page, G Clark, G Stratton, T Tilbrook, L Grange

1. The Chair welcomed everyone to the meeting.
2. **To receive and accept apologies for Absence**
Cllr G Stratton sent his apologies as he had other engagements.
3. **To agree the minutes of the Parish Council meeting held on the 27 July 2022**
 - 3.1. *It was resolved to agree the minutes of the 27 July 2022.*
 - 3.2. There were no matters arising.
4. **To receive Declarations of Interest**
None were received.
The clerk has sent the updated DPI forms to the Borough Council to be published on the Borough Council website. Awaiting updated DPI forms from Cllrs T Tilbrook and M de Whalley.
5. **To receive written reports from the County Councillor and the Borough Councillor**
Borough Cllr C Manning attended the meeting and gave an update on recent borough activity.
Borough Cllr M de Whalley also gave an update.
Cllr M de Whalley thanked Cllr L Grange for all her hard work and effort in arranging the Jubilee Picnic and congratulated Cllr T Tilbrook on succeeding with the CIL bid.
There was no response or report from County Cllr S Dark.
6. **Public Participation**
No residents were present.
7. **Planning Application**
22/01504/LDE LAWFUL DEVELOPMENT CERTIFICATE: Keeping and breeding of up to 16 adult dogs and associated operational development comprising kennels received a decision of Not Lawful.
22/00073/TPO to carry out removal of dead wood within canopies above pedestrian pathway of trees lining both sides of Church Walk received a decision of TPO Work Approved.
8. **To agree donation for the poppy wreath**
A donation will be given to the Royal British Legion for the Remembrance Day poppy wreath. Cllr M de Whalley will represent Congham at the Memorial Service at Grimston in November.
9. **Finance**
To agree the Payments and Receipts up to the September 2022 payments
 - 9.1. *It was resolved to agree the payments and receipts to date.*
 - 9.2. A donation was made to Grimston Cricket Club for £100.
Cllr T Tilbrook thanked the Parish Council for all the support received for Grimston Cricket Club.
 - 9.3. A donation of £60 will be made to the Royal British Legion for the Remembrance Day poppy wreath.

10. Neighbourhood Plan update

An update was given by Cllrs T Tilbrook and A Page.

11. Fuel Allotment

Cllr M de Whalley to send information found on the Fuel Allotment to all Cllrs in advance of the next meeting to enable the Cllrs to review the information in preparation for the next meeting.

12. Highways and footpaths update

- 12.1.** Correspondence was received from Highways regarding the muddy gully grates on St Andrews Lane opposite Church Walk. They confirmed that at the end of the summer they will get all the drains cleaned out before winter. Congham Parish Council will monitor this and also the flooding at the bottom of Church Hill.
- 12.2.** Correspondence was received from Highways regarding the placement of a trod at the side of the road (Enquiry 23634). They have forwarded our enquiry to the Highway Engineer who manages any minor works within the area. They will be in touch in due course. Clerk to send response to Cllrs and request further update from Highways.
- 12.3.** A query was raised regarding the use of Quiet Lanes signs on the single track roads of St Andrews Lane and Grassy Lane. Highways confirmed that the project was discontinued and the County Council has no plans to proceed with more Quiet Lane projects at this time. Clerk to ask highways of options available regarding speeding on a single track lane through the village.

13. Correspondence

Grimston Parish Council has agreed with the Medical Centre to put a bench on the front grass so there will be a resting spot between the post office and Low Road, hopefully this will be done within the next few months.

14. Plaque to commemorate the Covid Pandemic

The PCC suggested that the plaque is fixed to the wooden fence next to the gate on St Andrews Lane, at the end of the Church walk. They are about to have the fence re-painted and will let us know when the work has been done.

15. Clerk resignation

Due to changes in personal circumstances, the Clerk has given notice of resignation. The Clerk will continue until a new Clerk has been appointed.

Responsibility to appoint a new Clerk has been delegated to Cllrs G Clark, M de Whalley and G Stratton. The Clerk to contact Norfolk ALC to ascertain the correct process.

The meeting closed at 9:00pm

The next meeting will be held at the Anvil Inn, Congham on 23 November 2022 at 7pm

Signed Chair M de Whalley 23 November 2022

Michael de Whalley, Chairman

Mary White, Parish Clerk
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