

Congham Parish Council

Minutes of the Parish Council meeting held on Wednesday 23 November 2022

Congham

DRAFT

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

1. The Chair welcomed everyone to the meeting.
2. **To receive and accept apologies for Absence**
Cllrs T Tilbrook and G Clark sent their apologies as they had other engagements.
3. **To agree the minutes of the Parish Council meeting held on the 28 September 2022**
3.1. *It was resolved to agree the minutes of the 28 September 2022.*
3.2. There were no matters arising.
4. **To receive Declarations of Interest**
Cllr N Grief declared an interest in Hudson Fen.
The updated DPI forms have been published on the Borough Council website with access from the Congham 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.
There was no response or report from County Cllr S Dark.
6. **Public Participation**
No residents were present.
7. **Planning Application**
No planning applications were forwarded to the Council prior to the meeting
8. **Finance**
To agree the Payments and Receipts up to the November 2022 payments
8.1. *It was resolved to agree the payments and receipts to date.*
8.2. The Clerk Pay Scale increase was implemented.
8.3. A donation was made to St Andrews Church for £1000.
8.4. A donation was made to Hudson Fen for £100
8.5. The draft budget was reviewed.
9. **Neighbourhood Plan update**
An update was received from Neville Fletcher on 03/11/2022 and distributed to all Councillors.
10. **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.

11. Highways and footpaths update

- 11.1.** Correspondence was received from Highways regarding the placement of a trod at the side of the road (Enquiry 23634). They have visited the site and regarded this site as not suitable for a trod on either side of the carriageway due to the verge being too high which would be too expensive to design out. Also the highway boundary widths are not consistent throughout the length with some boundary trees in a narrow section. This would mean the trod would need to go behind these trees.
- 11.2.** In response to options available regarding speeding on a single track road, highways confirmed that unfortunately on single track rural roads they would not look to introduce anything further than the existing measures they already have in place other than to review all the signage to make sure it is fully visible and clean.

12. Correspondence

- 12.1.** Grimston Cricket Club intend to apply for funding for an astroturf cricket pitch and has asked for a letter of support from Congham Parish Council. Sam Adkin also advised that preliminary work has begun on their shed and they will ensure we are thanked publicly on their social media for our input. The Clerk to provide a letter of support from Congham Parish Council.
- 12.2.** Norfolk ALC are working with the Cabinet Office to setup a pilot scheme offering councils a .gov.uk domain name and email addresses starting from early 2023. To express an interest we have completed the form.

13. Plaque to commemorate the Covid Pandemic

The PCC has advised that the work which was being done to the fence at the bottom of the Church Walk is now complete if the Council would like to consider this as a site for the Covid Commemoration Plaque. This was agreed and the Clerk will pass the plaque to Cllr A Page to install.

14. Remembrance Day poppy wreath

A donation was made to the Royal British Legion Poppy Shop for a poppy wreath.
Cllr Michael de Whalley represented Congham at the Memorial Service at Grimston on the 13 November at St Botolph Church.

15. Dates for Parish Council meetings in 2023

The Clerk to organise meetings calendar for 2023, to be held at the Anvil Inn on the 3rd or 4th Wednesday in January, March, May, July, September and November.

16. 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. The Council has received 3 applications for the role of Clerk and RFO. Interviews will take place on 7 December.

The meeting closed at 9:00pm

The next meeting will be held at the Anvil Inn, Congham on 25 January 2023 at 7pm

Signed Chair M de Whalley 25 January 2023

Michael de Whalley, Chairman

Mary White, Parish Clerk
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