

Congham Parish Council

Minutes of the Parish Council meeting held on Wednesday 25 January 2023

Congham

DRAFT

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

1. The Chair welcomed everyone to the meeting.
2. **To receive and accept apologies for Absence**
None were received.
3. **To agree the minutes of the Parish Council meeting held on the 23 November 2022**
3.1. *It was resolved to agree the minutes of the 23 November 2022.*
3.2. There were no matters arising.
4. **To receive Declarations of Interest**
Awaiting updated DPI form from Cllr 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. The defibrillator funding scheme will be added to the next agenda.
Borough Cllr M de Whalley also gave an update. An available grant to help fund the Coronation of King Charles III related activities will also be added to the next agenda.
There was no response or report from County Cllr S Dark.
6. **Public Participation**
Ophelia Donovan introduced herself as the new Congham Parish Council Clerk to start on 1st February 2023.
7. **Planning Application**
There were no objections to the planning application 23/00009/F for the erection of a new detached garage at 34 St Andrews Lane.
8. **Finance**
To agree the Payments and Receipts up to the January 2023 payments
8.1. *It was resolved to agree the payments and receipts to date.*
8.2. The budget for 2023-24 was agreed.
8.3. The precept was not increased for the past 3 years and a 10% increase on last years precept was agreed increasing the precept for 2023-24 to £6650.
9. **Neighbourhood Plan update**
An update was received from Neville Fletcher on 05/01/2023 and distributed to all Councillors.
10. **Fuel Allotment**
Information found on the Fuel Allotment by Cllr M de Whalley was passed to the Clerk to be distributed 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.** Cllr Graham Stratton enquired with County Hall to ascertain what progress (if any) had been made with regard to the lost footpath from Congham Lodge to Lynn Road, Hillington. A response was received from Ben Nuttall who is the case officer. He advises that he has to check the validity of all documents to enable a decision to be made. This process will take many months. Cllr Graham Stratton to monitor progress.
- 11.2.** Correspondence was received from the Historical Railway Estate (HRE) Group regarding the infilling of a disused railway bridge at Congham which carries St Andrews Lane over the former railway. Infilling work began in March 2021 as temporary works with no written consent for retention of the infill beyond the 12 months allowed under Class Q. The Clerk will contact the Enforcement Officer at the BC to request assurance that investigation is in progress.
- 11.3.** Highways signage at Broadgate Lane suggests road closure from 24/01/2023 for 3 days which does not appear to have started. The Clerk to contact Highways to make enquiries.
- 11.4.** Concerns were raised regarding excess mud on St Andrews Lane and Church Hill caused by agricultural traffic. Clerk to formally write to landowner Mr Harvey politely asking him to be more considerate with respect to leaving mud on the road when using agricultural traffic in a residential area.

12. Correspondence

- 12.1.** 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.
- 12.2.** Norfolk ALC are also working to provide additional services to Parish Councils starting early 2023 to offer Payroll, Internal Audit and fully managed websites.
- 12.3.** Residents of Congham and the surrounding parishes have received a Housing Needs Survey from RCA Regeneration Ltd. There is a lack of transparency as to who has commissioned the survey. The Clerk has contacted the BC who confirmed that they are not aware of any such survey authorised by the panel.
The Clerk to add this information to the website to inform residents that the Parish Council and the Borough Council are not involved. This survey is independently conducted for unknown purpose by RCA Regeneration Ltd who are independent planning consultants.

13. Plaque to commemorate the Covid Pandemic

The PCC has agreed that the Covid Commemoration Plaque can be placed on the fence at the bottom of Church Walk. Cllr Andrew Page has offered to fix the plaque to the fence.

14. Clerk applications

Ophelia Donovan has been appointed as the new Clerk and will commence employment on 1 February 2023. We welcome Ophelia to the team. The new Clerk has been booked onto the Role of a Clerk training course commencing 24 February.

The meeting closed at 9:00pm

The next meeting will be held at the Anvil Inn, Congham on 22 March 2023 at 7pm and will begin with the Annual Parish meeting to be followed by the Parish Council meeting

Signed Chair M de Whalley 22 March 2023

Michael de Whalley, Chairman
Mary White, Parish Clerk
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