

Congham Parish Council

Congham

Minutes of the Parish Council meeting held on Wednesday 22nd November

In Attendance: Cllrs: M de Whalley, N. Grief, L. Grange and G Stratton, Clerk, Ophelia Donovan.

1. Welcome.

The Chair welcomed members to the meeting. No residents were in attendance.

2. Apologies for absence.

Apologies were received and accepted from Cllr. Clark, Cllr. Tilbrook and Cllr. Dark.

3. Minutes:

a) It was resolved that there were no matters from the minutes not listed on the agenda.

b) It was resolved to agree & sign the minutes of the Parish meeting held on 27th September 2023.

Proposer: Cllr. Stratton.

Seconded: Cllr. Grange.

4. To receive Declarations of Interest.

Cllr. de Whalley declared an interest as chair of WNDiS.

5. To receive written reports from the County Councillor and the Borough Councillor.

Borough Cllr M de Whalley gave an update on recent borough activity. There were no reports received from Borough Councillor Baljinder Aota. County Councillor Stuart Dark provided a report via e-mail.

6. There was no public participation.

7. The retrospective application of the infilling of Congham Bridge.

An update was provided on the retrospective application of the infilling of Congham Bridge. As a member of the borough planning committee, Cllr. De Whalley confirmed that he would not participate in the discussion.

The Highways Authority intends to appeal the enforcement proceedings. The Borough Council are due to serve an enforcement notice within 28 days, this will be within 5 weeks not 28 days to take into account the holiday period. It was agreed that the Parish Council's objection should be maintained.

8. Neighbourhood Plan Consultation, Grimston, Pott Row.

Cllr. de Whalley confirmed that the consultation is being considered under Regulation 16. Questions concerning habitat had been responded to.

9. Defibrillator.

A discussion took place regarding installing a defibrillator. It was resolved to agree that the Clerk should obtain quotes for defibrillators. The Anvil Inn has generously agreed to host the defibrillator. However, running costs would need to be obtained. It was agreed that the Clerk should obtain a quote for the running costs and has authority to offer up to £25 in respect of electricity/running costs for the defibrillator. The pads would be funded by the Parish Council.

Proposed: Cllr. Stratton.

Seconded: Cllr. Grange.

10. Update on West Norfolk Local Plan Review 2016-2306.

There was a discussion regarding the Consultation. The Clerk confirmed that the Parish Council's representations had been submitted.

11. Sandringham Concerts-local traffic issues.

A discussion took place concerning the impact that the Sandringham Concerts had on the local community. The Clerk confirmed that she had written to the events team at the Sandringham Estate to express the Parish Council's concerns. Cllr. Parish had also been copied into the e-mail. Cllr. de Whalley stated that there had been discussion concerning building another road near Constitution Hill.

12. Planning Applications: There were no planning applications.

13. Finance

a. The payments and receipts to November 2023 were agreed.

b. The Clerk's salary, expenses and backpay in the sum of £812.84 was agreed. Proposed: Cllr. Stratton. Seconded Cllr. Grange.

c. Anvil room hire in the sum of £30.00 was agreed. Proposed: Cllr. Stratton. Seconded Cllr. Grange.

d. The donation to St. Andrews church in the sum of £1,000 was agreed. Proposed Cllr. Grange. Seconded Cllr. Stratton.

e. A donation to WNDiS in the sum of £100 was agreed on the basis that WNDiS assist members of the parish and are expanding their services. Proposed. Cllr. Stratton. Seconded. Cllr. Grange.

f. The Draft Budget was discussed. This was agreed subject to allowing £30.00 for the annual maintenance of the noticeboards.

g. It was agreed by a majority that the Precept should be increased from £6,650.00 to £6,699.50. Proposed. Cllr. Grange. Seconded. Cllr. Stratton. Cllr. de Whalley abstained from voting as he does not live in Congham.

14. To provide an update on the Noticeboards and Map board/CIL Money.

The Clerk had previously circulated quotes regarding the noticeboards and map board.

It was agreed that the Parish Council should accept the quote to make two noticeboards in the sum of £1,500.

It was agreed that the quote from Ugly Studios should be accepted in the sum of £4,000 plus VAT in the sum of £800. Proposer. Cllr. Grange. Seconded. Cllr. Stratton.

It was further agreed that the Parish Council website details should be included on the map board as well as the red kite logo. It was also agreed that the snail racing and skylark logos should be retained. The sustainable fringes and EU image should be removed. It was resolved to agree that Gaywood Valley's details should remain.

15. To discuss recruitment via Co-option

The Clerk advised that no applications had been received. The post is advertised on the Parish Council website.

16. To discuss implementing a Biodiversity Policy

Deferred until January's meeting.

17. Fuel Allotment update

An update on the fuel allotment was given. Lord Howard had been in contact and was ensuring suitable access.

18. Highways and footpaths update.

a) Cllr. Stratton provided an update on the lost footpath along from Congham Lodge to Lynn Road, Hillington. Cllr. Stratton said that this matter was still awaiting a decision, despite writing to Norfolk County Council in February 2022, no significant progress had been made.

b) Cllr. Dark had provided an update on the step to the post box via e-mail. Cllr. Dark stated that he had met with NCC Highways management. At the meeting it was clear that the grass verge and the turning into the field area and associated carriageway edge, had become damaged and therefore uneven, muddy and awkward. As a result, highways have agreed to use money out of Cllr. Dark's Local Member Fund to repair the entire section of carriageway right along the front of the verge and post box, to make it easier for people to access it or park up and nip out. Cllr. Dark confirmed that he is currently awaiting a timescale from highways for when they will commence work.

19. To discuss litter pick on 30th September 2023.

The litter pick was a success with a good turnout. The Parish Council would like to thank Cllr. Tilbrook, Cllr. Clark and Cllr. Dark for volunteering.

20. Correspondence

The Clerk confirmed that she had received a letter just before the meeting, concerning a fee for an uncontested election in the sum of £54.60 for electoral services. It was unanimously agreed that this sum should be paid.

The Clerk also confirmed that she had received an e-mail from a resident regarding a councillor reading a lesson at Church at the carol service. Cllr. de Whalley confirmed that he would be able to do this if Cllr. Clark did not want to read the lesson. The Clerk will check with Cllr. Clark first.

21. Urgent Items

There were no urgent items.

22. Venue & Dates for Next Year Meetings:

It was resolved that January's meeting would be held at the Anvil Inn. It was agreed that the Clerk should look into suitable venues for the Parish Council's meetings. The following dates for future meetings were agreed as follows:

Wednesday 24th January 2024

Wednesday 27th March 2024.

Wednesday 22nd May 2024.

Wednesday 24th July 2024.

Wednesday 25th September 2024

Wednesday 27th November 2024.

The meeting closed at 9:07pm

The next meeting will be held at the Anvil Inn, Congham on the 24th January 2024 at 7pm.

Signed Chair M de Whalley, 24th January 2024.

Michael de Whalley, Chairman
Ophelia Donovan, Parish Clerk
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