

Congham Parish Council

Congham

Minutes of the Parish Council meeting held on Wednesday 24th January 2024.

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

1. Welcome.

The Chair welcomed members to the meeting and wished everyone a Happy New Year. No residents were in attendance.

2. Apologies for absence.

Apologies were received from Cllr. Anota 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 the 22nd November 2023.

Proposer: Cllr. Stratton.

Seconded: Cllr. Grange.

4. To receive Declarations of Interest.

Cllr. de Whalley declared an interest as the Borough Council's portfolio holder for the Planning Committee. Cllr. Tilbrook declared an interest in Grimston Cricket Club. Cllr. Grief declared an interest in Hudson Fen.

5. It was noted that Cllr. Stratton had resigned from the Parish Council with effect from the 22nd November 2023. The Parish Council wished Cllr. Stratton well in his new home.

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

Borough Cllr M de Whalley gave an update on recent borough activity. No reports were received from Cllr. Dark or Cllr. Anota.

7. There was no public participation.

8. 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 vote in any decisions.

It was noted that the Highways Authority intended to appeal the enforcement proceedings. The Borough Council are due to serve an enforcement notice. It was agreed that the Parish Council's objection should be maintained.

9. Neighbourhood Plan Consultation, Grimston, Pott Row.

An update on the Consultation was provided. There were concerns that additional homes and cars would cause traffic chaos that could spill into villages, which could impact Congham. Cllr. de Whalley confirmed that the consultation is being considered under Regulation 16. Questions concerning habitat had been responded to.

10. Defibrillator.

A discussion took place regarding installing a defibrillator. The Council had received one quote for the installation of the defibrillator. The Clerk requested permission to apply to the British Heart Foundation grant application scheme for a funded defibrillator. This was unanimously agreed:

Proposed: Cllr. Tilbrook.

Seconded: Cllr. Grange.

11. 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.

12. Flooding along St. Andrews Lane and Station Road.

A discussion took place concerning the localised flooding. It was stated that there was a lot of flooding in Royden. Cllr. Clark stated that the flooding along station road may have been caused by a blocked ditch which needed to be cleared out. It was resolved that any flooding issues should be reported to Anglian Water and or the Environmental Agency.

13. Highways Ranger Visit-any issues to report.

It was stated that Broadgate Lane was no longer flooded and the ditch had been cleared. No further issues to report.

14. To discuss 80th D-Day celebrations.

After some discussion, it was agreed that Congham will not participate in the 80th D-Day Celebrations. Cllr. Tilbrook stated that he will ask if neighbouring villages are participating.

15. Planning Applications

None.

16. Finance

a. The payments and receipts to January 2024 were agreed.

b. The Clerk's salary & expenses for 2 months pay in the sum of £731.74 was agreed.

c. The Anvil Room hire in the sum of £35.00 was agreed.

d. The Clerk confirmed that the precept requirement form had been submitted.

Proposed: Cllr. Tilbrook.

Seconded: Cllr. Clark.

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

The Clerk advised that she had heard from the carpenter and that the noticeboards were ready to be installed. Cllr. de Whalley and Cllr. Clark stated that they could meet the Carpenter on the 1st February to assist with the installation. The Clerk is to arrange a suitable time and date.

A discussion took place concerning the graphics received for the map board. It was agreed that some circular walks should be added and dots providing details of Keepers Lane, Grassy Lane and Church Lane could also be illustrated on the map. Cllr de Whalley requested whether a QR code could be added. The Clerk is to ask Grimston Parish Council if they use a QR code on their map board.

Proposer. Cllr. Grange. Seconded. Cllr. Grief.

18. CIL applications-deadline 1st February 2024.

It was agreed that the Council did not want to submit any CIL applications.

19. To discuss recruitment via Co-option

The Clerk advised that no applications had been received. The post is advertised on the Parish Council website. Cllr. Tilbrook suggested he may know a potential candidate and will contact them. There was a discussion concerning whether a leaflet drop would be a good idea. It was agreed to look into wording for a potential leaflet drop at the next meeting.

20. To discuss implementing a Biodiversity Policy

It was unanimously agreed that the Biodiversity Policy should be adopted by the Parish Council.

Proposed: Cllr. Tilbrook.

Seconded: Cllr. Clark.

21. Fuel Allotment update

An update on the fuel allotment was given. It was agreed that the Clerk should write to Lord Howard to advise that the Council were looking into boundary access routes.

22. Response to Active Travel Enhancements-Cycle Storage.

There was a discussion on this initiative concerning the location of the cycle storage. Cllr. Clark requested that this item should be added to our next Agenda and also published in our article in the local Village Link magazine. This would ensure that residents could have their say as to whether they believe Congham would benefit from a cycle storage.

23. Highways and footpaths update.

a) The update on the lost footpath was deferred as Cllr. Dark was not present at the meeting.

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, it has been 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.

24. Correspondence

There was a discussion relating to an e-mail received from a resident concerning speeding in the village. Cllr. de Whalley stated that a community speed watch team could be formed if there were enough volunteers. There would need to be 6 volunteers and this could be expanded into Royston and Grimston. Cllr. de Whalley said there are other traffic calming measures such as Sam2 cameras. It was agreed that speeding should be featured in the Village Link magazine.

25. Urgent Items

There were no urgent items.

26. Venue & Date for Next Meeting:

It was resolved that March's meeting (to include the Annual Parish Meeting) would be held on the 27th March at 7pm at St. Andrews Church.

The meeting closed at 9:00pm

Signed Chair, M de Whalley, 27th March 2024.

Michael de Whalley, Chairman
Ophelia Donovan, Parish Clerk
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