

# GREAT MASSINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting of Great Massingham Parish Council held virtually via Zoom on Monday 10<sup>th</sup> August, 2020, at 7.30pm.

Present: Councillors, S Nash (Chair), C Boyden (Vice-Chair), J Cole, M Eldridge, P James, D Speake, the Clerk, Sarah Harvey, Mr D Butterworth (GMACCS), Mr J Horsfield (GMACCS) and four parishioners.

1. The Chair welcomed all those present to the meeting.
2. Apologies  
Apologies for absence were received from Borough Councillor J Moriarty.
3. Declarations of Interest on Agenda Items  
There were no declarations of interest received.
4. Minutes  
An amendment was proposed by Councillor D Speake to Agenda Item 15, Highways, to state that six footpath signs had been reported to Highways as opposed to twelve. It was then proposed by Councillors C Boyden, seconded by D Speake that the minutes of the Parish Council Meeting held on Monday 13<sup>th</sup> July, 2020, copies of which had been circulated to members, be approved and signed by the Chair.
5. Matters Arising from the Minutes for Information Only  
The Clerk advised that the Coronavirus Act had been amended from the 1<sup>st</sup> August with regard to Parish Council meetings. It stated that the **public notice** of the time and place of meetings would have to include details of remote access for the public and press to be posted on the Parish Council's website. The 'link' to the meeting would be included on the agenda in future, rather than 'contact the clerk for the link'.  
The Clerk advised that the outstanding issue surrounding the payment issue for the 'Lowther Seat' from the Local Member Fund, had been resolved. Norfolk County Council had paid Glasdon UK Ltd directly instead of the Parish Council. Glasdon UK Ltd were now in the process of refunding the Council the full amount.  
It was noted that the work by AJ Restoration to clean the War Memorial would start on Monday 24<sup>th</sup> August and it was estimated that this may take a week.  
It was noted that Sally Bettinson (Highways Engineer) had advised that the village gateways for Castle Acre Road had been delivered on the 3<sup>rd</sup> August to their depot, therefore it was expected that the contractor would be erecting them within the next fortnight.  
The Clerk advised that the Annual Governance and Accountability Return 2019/20 had been submitted to PKF Littlejohn LLP for the limited assurance review and that the Notice of Public Rights and Publication of the Unaudited AGAR had been published on both the notice board and website. It was noted that any person interested has the right to inspect and make copies of the accounting records for the financial year 2019/20 between the 4<sup>th</sup> August and 15<sup>th</sup> September.
6. Parishioner's Participation  
There were no comments made.
7. Reports from County and Borough Councillors and Police  
Borough Councillor J Moriarty supplied a short report via email stating that 'he was confident that the Local Plan Review currently underway would not be recommending any new allocations for sites in Massingham beyond the following (which had already got planning permission):

"Policy G43.1 Great Massingham - Land south of Walcup's Lane

Land amounting to 0.6 hectares on Walcup's Lane, adjacent to Abbey Farm as shown on the Policies Map, is allocated for residential development of at least 12 dwellings."

There was shortly to be a White Paper shortly which would once again seek to establish a unitary authority(ies) in Norfolk with the later addition of a metro-style Mayor. It has also been alleged that next year's County Council election would be postponed, and the current Borough Council might only sit for three years.'

#### 8. Great Massingham Area Community Car Scheme (GMACCS)

- a. It was noted that following the July Council meeting and the request to GMACCS asking them to supply the Council with comparative data from other villages that use the service, this had been supplied and circulated to Councillors prior to the meeting.

Mr D Butterworth and Mr J Horsfield were in attendance to address any comments or respond to any questions posed.

Councillor J Cole thanked the committee representatives for supplying the necessary data and for the way it had been presented.

Councillor S Nash thanked the representative's for attending the meeting and proposed that a discussion should take place at the November Parish Council meeting regarding increasing the annual donation that was given to GMACCS by the parish. Councillor S Nash invited both committee members to the meeting.

#### 9. Co-option

- a. The Chair, Councillor S Nash, advised that there were two Parish Councillor vacancies that were to be filled by co-option and that four applications had been received from qualifying candidates who had submitted written statements to the Council to support their case for co-option. Each vacant seat was dealt with in turn and the Chair called for votes for each of the nominees. Following a vote by show of hands (in accordance with standing orders), Mrs Kim Frazer and Mr Alexis Brun received an absolute majority and were successfully co-opted on to the Council. It was noted that the Borough Council would be advised that the casual vacancies had been filled and the relevant forms would be made available to the new Councillors to complete before the September meeting.

#### 10. Finance

- a. Accounts for payment under the Late Payments Interest Act 1998: there were none declared.  
b. Accounts for payment: It was resolved that the following accounts should be paid.

• 101915 - Scottish Hydro (Street Lighting, July Statement)	£287.33
• 101916 - K & M Lighting Services (Street Lighting Maintenance, August)	£72.84
• 101917 - Mr R Nash (Materials for Work carried out for GMPC)	£87.04
• 101918 - CGM Landscapes, Grounds Maintenance Charges;	
31/03/2020 – Invoice 228923	542.62
30/04/2020 – Invoice 229762	253.73
31/05/2020 – Invoice 230441	253.73
30/06/2020 – Invoice 231043	126.86
	<b>£1,176.94</b>
• 101919 - Clerk's Salary, Travel & Expenses (13 <sup>th</sup> July to 9 <sup>th</sup> August)	£281.04

It was proposed by Councillors D Speake, seconded by M Eldridge and agreed that the accounts be paid, except for invoices 227223, 229051 and 230563 issued by CGM Landscapes that required further clarification prior to being approved.

- c. To note the finance received during June.
- Fishing Receipts £12.00
- d. Financial Statement: The financial statement for June 2020, was considered, approved and signed by the Chairman.
- e. Online Banking – it was agreed to carry this forward to the September meeting.

#### 11. Parish Council Website

- a. **Annual Costs** - It was noted that the last annual payment for the Parish Council website had been made by the benefactor for £119.88. Councillor D Speake advised that he was able to host the website for free as he had a “reseller” web hosting account. It was noted that it would not cost anything to host the site, but there would still be an annual fee for the domain name, which would be approximately £10–15 per annum.
- b. **Compliance and Accessibility Statement** – the Clerk advised that the home page of the Parish Council’s website had been run through the website accessibility checker called Wave, (this had been recommended by Norfolk Parish Training & Support) and it had highlighted a few small issues, that required changing. The Clerk also advised that an accessibility statement had been compiled using the template from the Government's website and within that statement any parts of the website that were not fully accessible, needed to be listed. The Clerk would liaise with Councillor C Boyden for her help in improving any issues before uploading the accessibility statement onto the website.

#### 12. Open Spaces

- a. **Willow Tree, Scotsman’s Pit** – it was noted that Houghton Estate were to assess the willow tree and arrange for the parts that had broken away from the tree to be removed.
- b. **Inspection of Scotsman’s Pit** – it was noted that there was an issue with pollution at Scotsman’s Pit, which was impacting the wildlife and fish within the pond. A full inspection to identify the cause, which would include taking plant samples, water samples and pond substrate samples would cost £250. It was agreed that in the first instance, contact should be made with the Norfolk Rivers Trust to see if they could assist and it was agreed that all fishing should be temporarily suspended. The Clerk would advise those wishing to carry out the inspection of the Council’s decision.
- c. **Proposal for land, adjacent to Charles Dewar Close** – it was noted that a proposal concerning management of the land adjacent to Charles Dewar Close had been received from a parishioner, this had been circulated to Councillors prior to the meeting. It was noted that Councillor J Cole would circulate a letter to all Councillors explaining his views on the issue as a discussion starter for the September meeting.
- d. **Fishing Permit Application** – it was noted that a non-resident residing at Grimston had applied to the Council for a fishing permit. It was agreed that the individual should be granted permission for an annual permit (Saturdays only) at a cost of £12.00.
- e. **Christmas Lighting on Village Green** – it was agreed that the Clerk would obtain consent from Norfolk County Council to extend a power supply across the highway to the village green for the Christmas lighting. Councillor M Eldridge agreed to speak to an electrician regarding installing the Christmas lighting on the village green and to obtain a quotation.

#### 13. Correspondence

The following correspondence had been received and the contents noted.

- a. **Email from Parishioner, Status of Play Area** – it was noted that the Chair, Councillor S Nash had responded to the parishioner to explain that the Play Area remained closed.
- b. **Email from Parishioner, Meeting of Local Plan Task Group** – it was noted that the Chair, Sue Nash and the Borough Councillor Jim Moriarty had spoken to the parishioner regarding their concerns.
- c. **Hunstanton Safer Neighbourhood Team, Community Update** – it was noted that the circular had been forwarded amongst Councillors.

#### 14. Street Lighting

- a. There were no issues reported.

#### 15. Planning Matters

- a. **Applications received** - there had been no new planning applications received.

- b. It was noted that the following applications had been APPROVED/REFUSED by the Borough Council;  
20/00775/PACU3  
PRIOR APPROVAL - APPROVED  
Change of use from agricultural building to dwelling at Land Adj Peddars Farm 37 Lynn Lane

16. Highways

- a. Councillor P James reported that road signs were obscured with hedging along Castle Acre Road.
- b. **Norfolk County Council, Parish Partnership Scheme, 2021-22** – to be carried forward to the September meeting.
- c. **Speeding Issues** – Councillor P James advised that the Community Speed Watch scheme had not yet started speed watching.

17. Village Incidents

There were none reported.

18. Items for the Mallard and Website

It was noted that the Clerk would submit her monthly report to The Mallard.  
Councillor S Nash, reported that Mrs Flowers had sadly died, aged 103 and a half.

- 19. It was noted that the next Parish Council Meeting would be held on Monday 14<sup>th</sup> September 2020 at 7.30pm.

With no other business the Chairman closed the meeting at 8.40 pm.

..... Chairman  
14<sup>th</sup> September, 2020

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL