

HALVERGATE PARISH COUNCIL

Minutes of the Meeting of Halvergate Parish Council Meeting held on Tuesday 16th March 2021, 7.00 pm via Zoom.

Present: Charles Reader Chairman
Robert More
Stuart Hannant
Tom Carter
Carol Hannant
Carol Simpson
Jessica Jennings Clerk
Brian Iles County Councillor
Grant Nurden District Councillor

Plus 1 Parishioner

1. To Consider Apologies for Absence:

Michael Mallett

2. To Receive Declarations of Interest on the Agenda:

None

3. To Adjourn the Meeting to allow Public Participation:

Mr C. Reader adjourned the meeting to allow the following Public Participation:

3.1 Catherine Cordiner-Achenbach – Catherine introduced herself as the candidate for Labour who will be standing in the County Elections in May. She explained that she is currently the Borough Councillor for Great Yarmouth and has been for 3 years. If anyone would like to contact her, please go via the Clerk.

3.2 Brian Iles, County Councillor

- Rate increases have been discussed and agreed – a 1.99% + 2% for Adult Social Services. Norfolk CC was entitled to charge a further 1% but due to savings made, decided not to.
- The over 85's cost the County a lot of money, due to the types of services they need to access and this is a main reason behind the increase in Adult Social Services spend. Norfolk has been awarded a higher percentage of Government grants than any other county in the East of England.
- Greater Norwich Local Plan (GNLP), report on housing. Some other villages, such as Acle and Lingwood, are having issues with this. He has written a long report on Acle and the issue of housing development. An estate for 135 houses at the top of Mill Road is going ahead, with a proposal for another 140 houses from the Norwich Road to South Walsham Road. He feels the number of new houses will destroy the village.
- Silted up grips have been causing and contributing to flooding. Highways will be addressing this in due course.
- Brian also explained that as he will not be standing in the May elections, this could be his last meeting with Halvergate. He said that he has enjoyed dealing with Halvergate over the last 22 years.

3.3 Grant Nurden, District Councillor

Grant reported that:

- Increase in Council Tax of 3.5% - equates to £4.39 per Band D property, which is less than the £5 in previous years.
- Garden waste brown bins have increased by £5. From £46 to £51 if pay by direct debit, or from £53.50 to £ 58.50 if not. There will also be a re-joining fee introduced for those who cancel their brown bins over the winter.
- Local Restriction Support Grants are available. As part of the Government's 4-step plan for coming out of Lock-down, more LRSG grants have been announced which allows Broadland DC to make payments to rated properties that have had to remain shut due to restrictions. Broadland DC paid out £4.6m via BACS to 2,000 recipients who had been successful in their applications for grants.
- Additional Restrictions Grants are available to help those businesses that haven't yet received or been able to access any Covid related financial support.
- The Greater Norwich Local Plan (GNLP) consultation is currently underway and has been extended to 22nd March. People can have their say on the website.
- The Covid Help-Hub is still receiving calls for help. There are Covid Support advisors across the County giving out information.

Grant was questioned on the reasoning behind an increase in the brown bin cost, as it could encourage people to put brown bin rubbish into the green bin instead which would go to landfill. Grant responded that there has been no increase in cost since 2016 and the reason for the increase now reflects the increase in costs to Broadland DC, along with Government demands. Grant was then asked if there might be even more of an increase in fly-tipping, as has happened since Dumps have started charging.

- 3.4 Philip Williamson (Parishioner) raised the fact that the approach into the village from Branch Road into Marsh Road looked untidy due to the fact that the chevrons and fence were in a bad state and asked if something could be done about it. Brian Iles said he would speak to Paul Sellick at Highways about it.

4. To Approve the Minutes of the last Parish Council Meeting:

Resolved to accept the Minutes of January 26th as a true account

4.1 Matters Arising from the Minutes:

None

4.2 Clerk's Report:

The Clerk reported:

- Stone Cottage – Clerk had contacted Chris Bennett (Senior Heritage & Design Officer at SNC) about the lack of any apparent work taking place. He has been informed that work is being carried out on the inside and is waiting for clarification from the owner of a programme of work.
- Norfolk ALC Subscription – invoice for 2021/22 will be £179.31 which includes a Standing Charge, Norfolk Association Charge, National Association Charge and the Website Hosting Fee. Payment not due until 30th April.
- Anti Dog-Fouling Posters – have been printed off and laminated for display around village. Have also been posted on the Website and Facebook page.
- Village Hall Roof – the work has been completed and the invoice received from Beighton Builders for £899.10, which includes £149.85 VAT which can be claimed back.

5. Correspondence of Note:

Armed Forces Covenant (e'mail from Policy & Partnerships, BDC). Asking Parish Councils to support and sign the Armed Forces Covenant.	Forwarded to Councillors for consideration & information. Councillors voted unanimously to sign.
Norfolk ALC Annual Subscription – Fee due of £179.31. Not payable until 30 th April	For information only.
ICO Renewal Fee (£40) due on 17 th April. If switch to Direct Debit, there is a £5 reduction.	For information only. Clerk to arrange to pay by Direct Debit.
Planning Enforcement Training – 17 th March, 5pm. How BDC/SNC investigate unauthorised development and deal with breaches.	Forwarded to Councillors for information. None planning to attend.

6. Finance:

Balance as at 29.01.21 **£15,788.13**

Payments:

Jessica Jennings	Zoom Licence Fee (monthly)	£	7.20
Community Heartbeat Trust	Defibrillator Replacement Battery	£	223.20

Total: **£ 230.40**

Balance as at 22.02.21 **£ 15,557.73**

Credit:

Bighton Parish Council	Stationery Reimbursement	£	31.99
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Outstanding Payments:

Bighton Builders	Village Hall Roof	£	899.10
Jessica Jennings	Clerk's Fees (Feb / March)	£	775.80
Viking Direct	Stationery	£	169.84
Bighton Parish Council	Stationery Reimbursement	£	10.50
Viking Direct	Stationery	£	169.84

Total: **£ 2,025.08**

Projected Balance: **£ 13,564.64**

7. Planning Applications: None

8. Items for Discussion:

8.1 Review of Finance Policies

The following Internal Financial Control policies were reviewed and agreed to be signed off:

1. Review of Effectiveness of Internal Control
2. Review of Effectiveness of Internal Audit
3. Duties of Responsible Financial Officer (RFO)
4. Halvergate Parish Council Financial Review Policy

8.2 Return to Face-to-Face Meetings from 7th May

The implications of the legal requirement to return to Face-to-Face meetings from 7th May was discussed, with specific reference to the Village Open Meeting. A risk assessment would need to be carried out in advance to consider how to reduce risk to all attending, such as hand sanitiser,

social distancing of 2 mts (would apply to seating), all attendees to wear face masks, separate entrance & exit.

Clerk pointed out that if 2mt distancing had to be applied, then numbers able to attend would be severely limited, due to the fact that 7 Parish Councillors, plus Clerk, County & District Councillors would already amount to 10 people and with the 2mt rule, whichever venue was used would not allow for many more attendees. The choice of venues available to the PC are the Village Hall and the Playing Field Pavilion. The decision of which to use would be whichever one provided the best way of meeting the restrictions.

After further discussion, it was agreed to hold the meetings (AGM & Village Open Meeting) via Zoom on a date before the requirement came into effect in order to avoid difficulties associated with the requirements.

8.3 AGM / Village Open Meeting

It was agreed to hold these meetings via Zoom on Wednesday 5th May. Clerk to arrange and advertise on Website and Facebook page. It will be a more streamlined version of the usual meeting, with some reports not included. Details to be confirmed at the next Parish Council meeting.

8.4 Burial Ground

The tree in the Burial Ground is preventing the hedge cutter from being able to get up close to the hedge to cut it and, last year, had to be cut by hand by Mr Debbage at an extra cost of £50 and all the cuttings cleared away. As the tree grows, the problem will only get worse. After some discussion, it was agreed to remove the tree. *** check votes.

8.5 Commemorative Plaque to American Airmen

All Councillors in favour of putting up a plaque to honour those American Airmen who lost their lives over the Halvergate Marshes and in Tunstall. It was agreed to put it on the War Memorial and for it to be a generic plaque. Clerk to investigate wording templates used by other parishes and to look into costs and sizes for appropriate plaques.

9 **Items for Next Agenda / Items of Interest:**

- Marsh Road junction in Tunstall – still gets very flooded. Clerk to follow up with Highways.
- Oaklands Close – broken sign, Clerk to report.
- Paper / Printing Costs – is there a need for printed Agendas and Minutes? To go on next Agenda.
- SAM2 – possibly not working properly in its current location of Marsh Road. Carol S to investigate.
- Noticeboard – needs to be updated with more recent Minutes and information. Clerk to update it.
- Tree work in village
- Draft wording for Book of Condolence (for Operation London Bridge) – all Councillors are happy with it.

10 **Date and Time of Next Parish Council Meeting:**

The next Parish Council Meeting will be on Tuesday 27th April, 7.00 pm – Zoom.
The meeting was closed at 8.25 pm

Any persons wishing to speak at the Public Forum at the beginning of the Meeting, please contact Jessica Jennings, Parish Clerk at pcclerk.halvergate@gmail.com or on 701901

Signed: _____ **Charles Reader, Chairman**

Signed: _____ **Jessica Jennings, Clerk**