

## **HALVERGATE PARISH COUNCIL**

### **Annual General Meeting**

Minutes of the Meeting of the Halvergate Parish Council AGM held on Thursday 12<sup>th</sup> May 2022, 6.00 pm at the Playing Field Pavilion.

Present:	Charles Reader	Chairman
	Robert More	Vice-Chairman
	Stuart Hannant	
	Tom Carter	
	Steve James	
	Mrs. J. Jennings	Clerk
	Billy Frosdick	Parishioner

**1. To consider apologies for absence:**

Michael Mallett, Carol Hannant, Grant Nurden (District Councillor), Lana Hemsall (County Councillor)

**2. Election of Chairman**

Charles Reader stepped down as Chairman. Tom Carter proposed Charles Reader for the role of Chairman, seconded by Steve James. All councillors voted in favour. Charles Reader accepted and will sign a declaration of office as Chairman at the earliest opportunity.

**3. Election of Vice-Chairman**

Charles Reader, as newly elected Chairman, asked for nominations for Vice-Chairman. Tom Carter nominated Robert More, which was seconded by Charles Reader. All councillors voted in favour and Robert More accepted the position.

**4. To Receive Declarations of Interest on the Agenda:**

Robert More and Charles Reader declared an interest in Item 8.2 as they are both on the Parochial Church Council.

**5 To Adjourn the Meeting to allow Public Participation:**

Charles Reader adjourned the meeting to allow the following Public Participation:

**5.1 Grant Nurden - District Councillor:**

In the absence of Grant, the Clerk reported that:

- The decision regarding future accommodation of the One Team will be made at an Extra Ordinary Council meeting on 12<sup>th</sup> May.
- A report went to the Cabinet on 26<sup>th</sup> April entitled 'Ukraine Update Briefing Report' and sets out what support the District Council is providing to Ukranian refugees.

**5.2 Lana Hemsall – County Councillor:**

In the absence of Lana, the Clerk reported that:

- Norfolk County Council opted for an increase in their share of Council Tax but below the level that would have required a Referendum being held.
- Lana is very interested in sustainable transport and has recommended Halvergate PC for 2 charging points from her allotted funding pot. However, as there would be some ongoing costs involved which would have to be met by the Parish Council, she has considered that it would be better to see how larger Parish Councils coped before

putting them in smaller parishes. Reedham will be getting some and acting as a 'test' site, as will Acle.

- She is interested in helping the smaller, more rural parishes.

### 5.3 Billy Frosdick – Parishioner

Billy expressed his concerns about the lack of a footpath from Oaklands Close up to Sandhole Corner and presented the Parish Council with 20 signed letters from residents of Oaklands Close expressing their concerns about the volume of traffic on Tunstall Road, including heavy farm machinery, and the lack of a footpath, meaning that pedestrians have to get on the verge. The letter requests that the Parish Council raises this with Norfolk County Council / Highways with a view to getting a path installed.

The Parish Council acknowledged these concerns and said they would discuss it further in Agenda Item 8.3 (10.3 on the Minutes).

### 6. **To approve the Minutes of the last Parish Council Meeting:**

Resolved to accept the Minutes of March 30<sup>th</sup> as a true account.

### 6.1 Matters Arising from the Minutes: None

### 7. **Finance:**

Balance as at 01.04.22 £16,243.59

#### Payments:

Payee	Details	Amount
Norfolk ALC	Annual Subscription	£ 183.64
HMRC	Income Tax (April)	£ 1.20
Grant Nurden	Lap Top Computer	£ 55.00
Keith Powelley	Planning Advice Fee	£ 125.00
ICO	Annual Subscription	£ 35.00
Jessica Jennings	Zoom Fee (April)	£ 7.20
Halvergate Playing Field Ass.	Jubilee Funds	£ 400.00
Jessica Jennings	Clerk's Fees (April)	£ 394.51
HMRC	Income Tax (May)	£ 4.00
Jessica Jennings	Refreshments for Open Mtg	£ 54.22
Zurich Town & Parish	Insurance Renewal Fee	£ 583.80
Jessica Jennings	Zoom Fee (May)	£ 7.20
Westcotec Ltd	SAM2	£ 3,660.00 *
Jessica Jennings	Clerk's Fees (May)	£ 405.07
Mr C. Debbage	Churchyard Grass Cutting	£ 250.00

\* NCC to pay 50%

**Total £ 6,165.84**

#### Receipts:

Broadland D.C.	Precept 1 <sup>st</sup> Installment	£ 4,510.00
Broadland D.C.	CIL Payment	£ 1,096.78

**Balance as at 25.05.22 £15,684.53**

### 8. **Planning Applications:** None

## 9. Items for Discussion:

### 9.1 Accounts: Certificate of Exemption

The Certificate of Exemption was signed as neither the Parish Council's gross income nor expenditure exceeded £25,000 for the Financial Year.

### 9.2 Trees at Halvergate Churchyard – request for donation towards tree work

The Parish Council discussed the tree work that is needed to be carried out at the churchyard. Robert More explained that three trees need rapid action because they are unsafe. Other trees also need work done to remove dead boughs. He has got some quotes for the work which amount to £1,675 for the 3 trees and would include chipping the smaller branches and cutting up the larger ones, which would be stacked and made available to parishioners. The tree surgeon was keen to pollard rather than fell, as felling would be unnecessary and pollarding would also serve to provide good habitat for wildlife.

The Parochial Church Council has no spare funds, as any money it receives goes towards paying for the vicar. There are no grants available from Norfolk County Council or Broadland District Council. He explained that the PCC are not asking the PC for the whole amount but are asking if, in principal, they would contribute.

The PC is already committed to making a large out-lay if the Airmen's Memorial is approved by BDC, although there are funds available. The Townlands Trust was considered as a possible donor but it was questioned whether one charity can donate to another charity. If not, it was asked if the money could be donated via the Parish Council. The legalities of this would need to be explored by the Townlands Trust / Parish Council. It was also suggested that the Townlands Trust could, instead, make a donation of 50% of the cost of the tree work to the Airmen's Memorial and the Parish Council donate the same to the Parochial Church Council for the tree work. Tom Carter to speak to the Townlands Trust Trustees to discuss further.

All Councillors were in favour of making a donation towards the tree work.

### 9.3 Footpath from Oaklands Close to Sandhole Corner

Councillors recognised that this is an issue and that there is a need for a footpath. This item has been raised several times within the last 37 years. The Parish Council does not have the power or authority to get a path put in without the permission of Highways (Norfolk County Council). The Clerk explained that it is very unlikely that NCC would cover the full cost and the most likely way of getting any kind of new path anywhere in the village would be via the Parish Partnership Scheme, whereby NCC and the PC pay 50% of the costs each. The Parish Partnership Scheme deadline for applications for this year (2022/23) will be in December and a decision would not be known until March 2023. Figures put forward at the meeting suggest that approximate costs are £180 per meter of path, with an extra £85 per metre for kerbing.

Councillors also felt strongly that Wickhampton Road is also in need of a path from the Playing Field to Dawdy's Court.

It was decided to invite Paul Sellick from Highways to come out for a site meeting at both Tunstall Road and Wickhampton Road to show and explain to them the issues and reasons for concern.

Also, for the Clerk to draft a letter to Jerome Mayhew MP detailing the PC's concerns over this and other ongoing issues (Branch Road)

9.4 Culvert on corner of Tunstall Road / Sandhole Corner

Concerns about ongoing flooding issues due to the culvert not being properly cleared out. It was agreed that this is the responsibility of Highways. It was felt that any spoil dug out is not taken away or put far enough back so when road sweepers come past, it gets brushed in front of the grips and blocks them. The culvert goes into the Sandhole via a pipe under the road. The pipe needs a high pressure wash-out to clear it. Clerk to write to Highways to request that this is done.

9.5 Other items on letter (31.3.22) from Billy Frosdick to Parish Council:

- Overgrown brambles and bushes at Stracey Bridge, Branch Road.
- Acle Straight near junction with Branch Road – brambles / vegetation obscuring vision of traffic coming round the bend from Yarmouth.
- Branch Road – in a poor state, especially the large dips from the uneven surface which can cause damage to vehicles.
- Branch Road – speed of some farm traffic. Councillor to speak to manager at Barry Brooks.
- Branch Road – post and rail fence on the bend coming into/out of Halvergate.
- Marsh Road at Tunstall Road junction – overgrown vegetation obscuring sight of traffic from Freethorpe direction. (Confirmed that landowner already aware and going to cut it back)

The Parish Council is already aware of these issues and has approached Highways regarding most of them. Clerk to contact Highways again.

9.6 Anti-Social Behaviour, Crime and Policing Act 2014, Fouling of Land by Dogs

Councillors confirmed that they were in agreement with the proposed Public Space Protection Order from Broadland District Council. Any comments should be lodged with BDC by 17<sup>th</sup> June. Clerk to inform them that PC in agreement.

Clerk reminded Councillors that the Parish Council was going to get 'hard hitting' anti dog-fouling posters and had sent round a list of examples but had not been able to find a site where they are for sale. Steve James to send Clerk the information he had seen regarding posters.

10. **To receive items for information:**

None

11. **Date and time of next Parish Council Meeting:**

Monday 27<sup>th</sup> June 2022 at Halvergate Village Hall.

Meeting Closed at 7.05 pm

*Any persons wishing to speak at the Public Forum at the beginning of the Meeting please contact Mrs. Jessica Jennings, Parish Clerk on 01493 701901.*

Signed: \_\_\_\_\_ **Charles Reader, Chairman**

Signed: \_\_\_\_\_ **Jessica Jennings, Clerk**