

GREAT MASSINGHAM PARISH COUNCIL

Minutes of a meeting of Great Massingham Parish Council held in the Village Hall on Monday 12th October, 2020, at 7.30pm.

Present: Councillors, S Nash (Chair), A Brun, J Cole, M Eldridge, K Frazer, P James, D Speake, the Clerk, Sarah Harvey, Borough Councillor J Moriarty and three parishioners.

1. The Chair welcomed all present to the meeting.
2. Apologies
It was agreed to accept apologies from Councillors C Boyden (unwell) and M Hipkin (unable to access).
3. Declarations of Interest on Agenda Items
Councillor M Eldridge declared a pecuniary interest in Agenda Item 11b, Open Spaces.
Councillors K Frazer and S Nash declared a non-pecuniary interest in Agenda Item 14d, Planning.
4. Minutes
Following an amendment to Agenda Item 3, Declarations of Interest, to state that Councillors K Frazer and S Nash declared a non-pecuniary interest in Agenda Item 15c, Planning, it was resolved that the minutes of the Parish Council Meetings held on Monday 21st September and Monday 5th October, 2020, be approved and signed by the Chairman.
5. Matters Arising from the Minutes for Information Only
The Clerk advised that Came & Company had provided confirmation with regard to the assets included under the Street Furniture category of the insurance policy. It was noted that when the Parish Council's policy was first arranged in 2010 the assets were as stated on the previous insurer's schedule, a copy of which had been provided to the Clerk. It was noted that since then an SAM2 sign had also been added for a further £4,100. The Clerk also advised that she had recently added the two Glasdon UK Ltd Village Gateways (Castle Acre Road) and that the Street Furniture sum insured had increased by £1,129.88 to a new total of £30,709.39. It was noted that Councillor M Hipkin had been updated with this information. The Clerk reported that she was in the process of creating an asset register for the Council and once complete the document would need to be reviewed by the Council.
6. Parishioner's Participation
There were no parishioners present.
7. Reports from County and Borough Councillors and Police
Borough Councillor J Moriarty noted that he had recently been forwarding a number of emails to the Parish Council in order to keep them updated on Borough Council business, so he had little to report.
Borough Councillor J Moriarty advised the Council that if the Parish Council were to proceed with a Neighbourhood Plan in the future they could potentially consider the inclusion of Little Massingham, when defining the neighbourhood area.
8. Members Code of Conduct
 - a. The Clerk advised that following the Localism Act 2011 Parish Councils were required to adopt a code of conduct to replace their existing code, the recommendation at the time was to adopt the code prepared by a principal authority i.e., Borough Council of King's Lynn & West Norfolk. It was noted that the code of conduct, which had been circulated to Councillors prior to the meeting, should be read in conjunction with the standing orders, sections 13 and 14. The Clerk advised that no signed code of conducts were held within the Parish Council's records. It was noted that these should have been issued to Councillors when first elected/co-opted and would have been signed alongside the declaration of acceptance of office and Register of Interests. It was proposed by Councillors S Nash and seconded by D Speake that the Code of

Conduct should be adopted. The Clerk asked that signed copies of the Code of Conduct be forwarded for retention.

9. COVID-19 Pandemic

a. **Reopening of the Play Area/Outdoor Gym** – it continued to be agreed that the Council were unable to fully mitigate the potential risks outlined in the Government guidance. Therefore, it was agreed that the appropriate signage would continue to remain in place so that users were aware that the Play Area remained closed. Councillor S Nash advised that some signs had disappeared, but these had now been replaced.

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.

• 101929 - Scottish Hydro (Street Lighting, September Statement)	261.52
• 101930 - K & M Lighting Services (Street Lighting Maintenance, Oct)	72.84
• 101931 - CGM Landscapes (Grounds Maintenance Charges – 17/09)	126.86
• 101932 - Clerk's Salary, Travel & Expenses (10 th August to 20 th Sept)	291.69
• 101933 - HM Revenue & Customs (Income Tax Payment)	1.20

It was proposed by Councillors S Nash, seconded by P James and agreed that all outstanding accounts be paid.

c. To note the finance received during September – it was noted that the September Barclays Community Account statement was yet to be received. It was agreed to carry this forward to the November meeting.

d. Financial Statement: it was noted that the September Barclays Community Account statement was yet to be received. It was agreed to carry this forward to the November meeting.

e. **Zoom Subscription** – it was considered and agreed that the Parish Council should subscribe to Zoom Pro in order to allow for unlimited meetings per year, with each meeting having an unrestricted time limit. The Clerk proposed that the account would be used by Great Massingham, North Creake and South Creake Parish Councils and the monthly cost of £11.99 would be divided three ways, amounting to a cost of £3.99 per month per Council. It was noted that the Clerk would pay for the subscription monthly and reclaim the subscription costs through her expenses.

11. Open Spaces

a. **Vendors trading from Village Greens** - it was proposed by Councillors J Cole, seconded by D Speake and agreed that all vendors (from outside of Great Massingham) should apply to the Parish Council in order to obtain consent to trade from the village greens. It was agreed that all vendors would need to present to the Council copies of public liability insurance, risk assessments and hygiene certification in order for them to be considered. It was agreed that each trader would be asked to pay a fee of £50.00 per month in order to contribute to the upkeep and maintenance of the village greens. It was agreed that these terms would be applicable to the two businesses already trading.

Councillor M Eldridge left the meeting (8.06pm).

b. **Mobile Coffee Van, Village Green** - it was noted that a special motion to revisit and review the decision that approved the siting of a mobile coffee van on the village green, had been requested following written notice to the Clerk from Councillors C Boyden, M Eldridge and P James. Following a lengthy discussion at the October Parish Council meeting, it was proposed by Councillor D Speake and seconded by Councillor J Cole and agreed (6 approved, 1 abstention) that the mobile coffee van should continue to trade in the village.

Councillor M Eldridge returned to the meeting (8.08pm).

c. **FunFair, Village Greens** – it was noted that following persistent wet weather the Fair had suggested revised dates to visit the village, these being 19th to 25th October, 2020. It was proposed by Councillor S Nash that given the further persistent wet weather and that the village greens continued to be saturated

with water it was agreed that the Fun Fair should be cancelled for this year. It was agreed that the Fair should attend the village during 2021 but during a drier season i.e., between April and September.

- d. **Inspection of Scotsman's Pit** – it was noted that the Friends of Scotman's Pit Great Massingham (FOSPGM) had been formed and had produced a report following an inspection of the pond. The report, which had been circulated to all Councillors, focused on specific issues that had been identified, the current actions being undertaken, the expert advice that had been sourced and the short and long term suggestions/actions going forward. It was noted that FOSPGM were requesting delegated authority and a small amount of funding to further the project. Members of the Council agreed that the Parish Council should retain responsibility but work in consultation with them. Councillor A Brun suggested and advised that he would be willing to explore the option of dredging, which would be consistent with the Norfolk Wildlife Report and approach contacts he had in the field for advice and costs involved.
- It was therefore agreed that the discussion should be deferred until the November meeting. Councillor S Nash would update FOSPGM.
- It was also proposed by Councillor S Nash that a quotation should be obtained for new waterfowl signs. It was noted that a quotation would be obtained from Steward Safety Supplies and that the existing posts could be used for the new signs.
- e. **Proposal for land, adjacent to Charles Dewar Close** – it was agreed that this item should be further considered and discussed at the November meeting.
- f. **Quotation, Christmas Lighting** – the Chair advised that a quotation had been received from JWM Electrical Services Ltd to install cabling for tree lights to the Dabbling Duck PH and to fit a pole on the Village Green and test the lighting. The total cost to carry out the work was £300.00 (ex VAT). It was proposed by Councillors S Nash and seconded by P James that the work be undertaken. Councillor M Eldridge would confirm with JWM Electrical Services Ltd.
- g. **Christmas Lighting on Village Green** – it was agreed that no formal 'switch-on' event would be arranged for 2020 due to Covid-19 and the restrictions in place. It was agreed that collection buckets could be placed in both the village shop and the Dabbling Duck PH. It was noted that a decision would be made as to when the lights would be switched on at the November meeting.
- h. **Annual Play Area Inspection** – it was considered and agreed that David Bracey Play Safety Inspections should be asked to carry out the inspection. It was noted that to inspect both the Play Area and Outdoor Gym equipment would cost a total of £150 plus VAT. The total cost would be divided between the Parish Council and the Village Hall as per previous years.

12. Correspondence

The following correspondence had been received and the contents noted.

- a. Letter from Parishioner, Grass Cutting/Biodiversity.
- b. Emails from Parishioners, Fair on Village Green.
- c. Borough Councillor J Moriarty, Summary of Government White Paper reforms
- d. Borough Councillor J Moriarty, LILY and the Review of the Election Process
- e. Borough Councillor J Moriarty, Covid-19 Update.
- f. Borough Councillor J Moriarty, Proposal Planning Reforms
- g. Borough Councillor J Moriarty, Vision King's Lynn Walking and Cycling Survey
- h. Borough Councillor J Moriarty, A bus strategy for King's Lynn
- i. Borough Councillor J Moriarty, Green Homes Grant Scheme – to be added to website.

13. Street Lighting

- a. Councillor S Nash advised that a streetlight on Sunnyside Road joining Summerwood had been reported.

14. Planning Matters

- a. **Applications received** - there had been no new planning applications received.
- b. **Applications approved** - there had been no planning applications approved/refused.
- c. **New Street Name for development at Summerwood Estate, Walcups Lane** – it was noted that the Borough Council, Street Naming and Numbering had advised Derek Hales Ltd (developer) that whilst plots 1,2,13,14,15 & 16 would be on Walcups Lane, a new street name was required for the remainder

of the plots. Suggestions consisting of Blackfriars, Walpole or Maesron had been given. It was proposed by Councillor S Nash, seconded by J Cole and agreed that that Mike Tilbury Close should be suggested to Derek Hales Ltd or possibly Tilbury Close if the former was not acceptable.

- d. **Ducklings Pre-School Proposal for assistance with a New Building** – it was noted that a proposal entitled 'Their Future, Our Future' had been provided by the Ducklings Pre-School for consideration by the Parish Council. The proposal outlined that a new preschool building was needed that would provide the space and facilities to accommodate a long term viable service that would provide for a wider age range of children over an extended day and through the whole year. The proposal suggested that by using land already belonging to the village would retain a sustainable asset for the community and that by providing a building for use by the preschool, with the Parish Council retaining ownership, would be of direct benefit to the Parish Council and the community by preserving the financial value of an asset for the future. The Secretary/Trustee of the Pre-School suggested that a Neighbourhood Development Order could be prepared. It was suggested that when/if the vacant Parish Council land was developed, the Council could consider providing a building to lease for the Pre-School.

It was noted that the proposal would have to be considered further and would not be able to be delivered in the short term. The Secretary/Trustee suggested that she would liaise with the Clerk to provide further information about Neighbourhood Development Orders.

Requests for financial assistance to carry out maintenance and improvements on the preschool - it was noted that a letter had been received from the Pre-School stating that work was needed to be undertaken to the current premises which included: the fitting of internal insulation to the walls, consideration of a new ceiling to accommodate roof insulation, assessment of the electrics to enable new lighting, filling of splits in the external wall covering, fill in around windows, and repainting the whole of outside with additional protective covering, replacement boarding around the base of the building outside. It was noted that quotes had been requested for the repairs and maintenance by the end of October 2020.

The Clerk advised that s.137 (Local Government Act) would allow the Council to spend money for purposes for which the Council had no other statutory power. Any donation given would need to be commensurate with the value it would bring to the community. It was noted that the limit per elector for 2020/21 was £ 8.32.

It was considered and agreed that before the Council could consider making a donation copies of the quotations for the work would need to be reviewed.

15. Highways

- a. **Roadside Safety Mirror, Walcups Lane** – it was noted that an email had been received from a parishioner requesting whether a roadside safety mirror could be placed on the opposite side to the junction from Walcups lane. The Clerk advised that she had been in touch with the Highways Technician for the area who had stated that Highways would not authorise the placement of a mirror on the highway to assist with visibility issues. Mirrors on the highway could dazzle drivers, affect the ability to judge the distance of oncoming traffic, and could be subject to vandalism. It was noted that if an unauthorised mirror was found on the public highway it would be treated as an obstruction and removed. The mirror could be placed on private land, although this could require planning permission. It was noted that speeding was a police matter so any concerns would need to be relayed to them.
- b. **Norfolk County Council, Parish Partnership Scheme, 2021-22** – to be carried forward to the November meeting.
- c. **Speeding Issues** – Councillor P James advised that the Community Speed Watch scheme co-ordinator had been in contact with the Police and that they were currently awaiting the appropriate safety equipment in order to proceed. Concerns were raised regarding the speed at which agricultural traffic carrying maize to Raynham were travelling through Great Massingham, especially near to the School. Councillor A Brun agreed to speak with the Fleet Manager about the issues being experienced.

16. Village Incidents

There were none reported.

17. Items for the Mallard and Website

It was noted that the Clerk would submit her monthly report to The Mallard.

18. It was noted that the next Parish Council Meeting would be held on Monday 9th November, 2020 at 7.30pm.

With no other business the Chairman closed the meeting at 9.25 pm.

..... Chairman
9th November, 2020

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL