



GELDESTON PARISH COUNCIL

Meeting of the Parish Council

Minutes

Held in the Village Hall

Monday 19th October 2022 7.30PM

Parish Councillors present: I. Ansell (Chairman), J. Ashfield, J. Crowfoot, J. Hayward, D. Shave and A. Wade.

1 Chairman's Welcome

- a. Apologies were recorded for Cllr Rowntree and County Councillor Stone
- b. No additional interests were declared.
- c. 6 members of the public were in attendance.

2 Minutes of last meeting

- d. The 13th July 2022 minutes were approved as being an accurate record. (Prop: JA; Sec: AW) all in agreement.

3 Matters arising from last meeting and outstanding actions:

- e. (July 5b) Clerk to obtain prices for bins and emptying – The following bins were approved to be purchased:
one bin at the allotments: Fido 25 Dog Waste Bin – red, with liner, post etc £170.94, for the allotments
two hooded trimline 25 Litter Bin – Dark Blue, posy etc, £178.73 each, for Snakes Lane and Dunburgh Road
one litter bin replacement for the playground, TidyBear £276.29
All these will be ordered from Glasdon. (Prop: IA; Sec: AW) all agreed
- f. (November 5b) Discuss the update on the Station Road fence – Still Outstanding. The Fence has not been repaired or replaced. Clerk to chase this up again.
- g. 5b (March 2022) Kells Meadow sign, No through Road. The giveway sign has been erected, No Through Road still missing. **Action Clerk** to chase this.

- h. Bus Stop no waiting, Village Hall - The Clerk has passed this issue to County Councillor B Stone.
- i. Neighbourhood Plan – Gillingham Parish Council has organised a meeting with South Norfolk District Council for an Introduction on Neighbourhood planning. Public are invited. Meeting is scheduled for 16th November 7.30pm at Gillingham Village Hall.

To discuss the hazards along Stockton Road and related fields and agree any action: This was missed off the original agenda. Item is still outstanding – The Clerk has previously logged the fly-tipping and this was resolved. Cllr Ansell had looked up the Defra guidelines. It appears the chicken manure was sited in the correct location. The spreading of this manure was done in the Defra agreed timescales. The concrete blocks on the persons land were not breaching or blocking the ditch.

4 Chairperson's report – No additional information to add.

5 New issues

- j. Reports from the County Councillors and District Councillors – Neither were in attendance. The County Councillors and District Councillors reports were emailed by the Clerk.
- k. **Parish 10** - The meeting will be adjourned for public participation (maximum 10 minutes) for items to be discussed on the Agenda only
 - The Street Left hand side footpath towards the Wherry Pub the holly hedge is overgrown. **Action Clerk** to send a letter requesting trimming of the hedge.
 - Road Signs, Penny come quick meadow, 30 mph sign not visible. **Action Cllrs** will look into this
 - Residents would like to have 20 mph painted on the road surface or sleeping policeman at Kells Way.
 - Heath Road to the Church, footpath hedges need cutting back.
 - A member pf the public asked if farmers were allowed to shoot over a public footpath. There was confirmation that they are allowed, but all parties must exercise with caution
 - More complaints about dog mess. Dog walkers are bagging the mess and leaving this hanging in hedges and trees.
 - Rangers have erected new footpath signs at all the footpaths in the village.
 - Footpath: bridges need work, there are holes in them. Environment Agency will be looking into this at some stage.
- l. To receive the plaque commissioned and produced by the Norfolk Lieutenancy, to commemorate your Community's resilience in the year of pandemic. This was presented in the meeting. The agreement was to place inside the bus shelter which is a book library too.
- m. To receive an update on the Geldeston Village Park:
 - Three quotes have been obtained for the fencing around the play equipment, which is the reinstatement of the original safety fencing. In addition, there is a necessary boundary fence at the back of properties No 4-9 Kells Acres (unlike the play area, this fencing is designed to be replaced by a low-level hedge over time)
 - Quotes have been received for the specified work from Keith Halls Contracting Limited. Red Maple Landscaping and Earl Fencing. The quotes are in the region of £4500. The funding for this work should come from the lottery grant; therefore, it was agreed that all quotes would be collated and sent out for Cllrs to respond via email for a final decision.

- Sensory Garden, Rosemary Willer has put together a lovely design. The area will need to be marked out for the hard landscaping to be put in place. Planting will then follow.
 - Cllr Wade said the sub-committee has not been able to meet and progress work effectively for some time, making it difficult to complete the whole project. Cllr Wade proposed that the sub-committee change to a small project group consisting of Cllr Rowntree, Ashfield, Wade and the Parish Clerk. Their prime task would be to review the position to date and provide an effective action plan to complete the whole project. (Prop: AW; Sec: JA) all in agreement
 - One of the suggestions to move on the hard Landscaping for the Sensory Garden would be to employ someone with a digger on a day rate and materials basis.
- n. To discuss churchyard maintenance: Cllr Ashfield provided 3 quotes to cut the new churchyard, the old churchyard and the Glebe. The quotes were being sourced as the volunteers would like to retire. PCC would like to ask the Parish Council for £350.00 to help fund this. A member of the public in the meeting acknowledged that the volunteers would like to retire. There was an agreement to donate £350 to the PCC for grass cutting. (Prop: IA; Sec: DS) all in agreement. Cllr Shave is one of the volunteers and he does not have an issue with paying contractors to do the work.
- o. To note the grass cutting contract for the village for 2023 will be out to tender: The Clerk has confirmed that an article has gone out in the Tidings and Facebook. There will be a notice on the noticeboard and on the website too.
- p. To discuss the state of the riverbank footpath, Three Rivers to Ashfield Boathouse: The Parish Council would like to thank Mr Dawson for cutting this footpath.
- q. To discuss resident's issues regarding the speed limit on The Street: A member of the public has reported that she has obtained over 150 signatures concerned about the speeding in Geldeston. The parishioners would like to have their own Speed Awareness Machine for their own use and not shared with Ellingham and Kirby Cane. The parishioners would like 20 mph throughout the village. The parishioners will be starting their own Voluntary Speed Watch Team. The Parish Council agreed that they would submit the statistics from the SAM2 after the latest Geldeston locations. Cllr Crowfoot to communicate with the Norfolk Highways. Perhaps the parish council could site the SAM2 on Old Yarmouth Road, for just recording data.
The parishioners would like the Parish Council to write to the bus companies and ask them to reduce their speed when driving through the village.
- r. To discuss and adopt the new policies and the Civility and Respect Pledge: The Parish Council agreed to adopt the two policies, the Planning Policy and the Co-option policy. The Parish Council also took the pledge for the National Civility and Respect, stating that they would undertake the necessary training and be civil and respect everyone.
- s. To review and adopt the policies from last year: The Parish Council are happy to continue with the existing policies, as the Clerk has stated nothing has changed on them from last year: Adopted the following:

Policies	Review Date	Approved
Allotment Agreement	October 2022	Y
Code of Conduct	October 2022	Y
Communications Policy	October 2022	Y
Complaints Policy	October 2022	Y
Data Protection Policy	October 2022	Y

Dignity at work bullying and harassment Policy	October 2022	Y
Equality Policy	October 2022	Y
Financial Regulations	October 2022	Y
Risk Management Policy	October 2022	Y
Health and Safety Policy	October 2022	Y
Internal Control Statement and policy	October 2022	Y
Lone Working Policy	October 2022	Y
Safeguarding policy	October 2022	Y
Standing Orders	October 2022	Y
Training and Professional Development Policy	October 2022	Y

- t. To discuss the SAAA opt out option for the following years: The Parish Council agreed to continue with SAAA.
- u. To agree to appoint an Internal Auditor for this financial year: The Parish Council agreed to continue to use Heelis and Lodge for their internal audit
- v. To discuss the findings of PKF Littlejohn: The External Audit has been completed and no issues were found. The External Audit Report is on the Parish Council's website.
- w. To agree the meeting dates for next year:
11th January, 8th March, 10th May APM, AMPC (to be confirmed), 12th July, 13th September and 8th November.
All noted and agreed, **Action Clerk** to check the availability with the Village Hall. The stated that the Annual Meeting of the Parish Council date may change, due to the 2023 Parish Council elections taking place. *Since the meeting the Clerk has confirmed that the Elections will take place on 4th May 2023, therefore the 10th May will be the confirmed date for the PCs meetings in May.*
- x. To note that Geldeston will be holding a memorial service this year.
- y. Issues from Councillors (for information only).
DS to confirm that it is a dog bin that is needed in the allotments
30 mph sign on Station Road is still not repaired.
AW The log that was used as a seat in the Clumps has been removed.
IA Keep an eye for a log to replace the one in the Clumps.
JA There has been no permission for the construction work in the field.
JC Tender for grass cutting, would like a company that would take notice of given instructions.
- z. Clerk's report: Nothing

6 Finance

- aa. To approve invoices for payment
- bb. To note Bank balances will be reported at the meeting
- cc. To note the approval of the bank reconciliations.

Statement of Account @ 18/10/22

GPC Community Account	£19,034.31	*
Village Park	£5,285.02	**
	<u>£24,319.33</u>	

Receipts received between meetings

b/f 1/8/22 £17,383.91

Payments between meetings

Clerk wages + expenses July	£290.15
Clerk wages + expenses Aug	£253.98
PKF Littlejohn	£240.00
Anglian water	£78.06
Clerk wages + expenses Sept	£557.42
Pigeon Spikes	£58.99
Caloo	£7,806.00
	<u>£9,284.60</u>

Payments for this meeting

David Bracey Training	£120.00
	<u>£120.00</u>

Payments for £120.00 were approved. (Prop: IA; Sec: JA) all in agreement

7 Updates from village committees & groups

- dd. Village Hall Management Trustees: The report has been distributed to the Cllrs. All necessary policies are in place. The new village sign is on its way. There will be a grand ceremony when the village sign is erected.
- ee. GREEN project: There were some lovely apples from the orchard. Unfortunately, the bees got the plums first. The project is in need of volunteers to help maintain the hedges. Over the summer some of the trees died. However, they may be dormant and may still be ok.
- ff. Conservation Area and the Churchyard Conservation Area: There has been no news of the house in Big Row. The ditches will need clearing out to aid the drainage. **Action Cllr Ansell** to clear them. **Action Clerk** to remind South Norfolk Council that they normally sweep The Street.

8 Planning applications and other planning matters

- gg. South Norfolk District Council. None
- hh. Broads Authority. None
- ii. Update on previous applications. SNC updates

9 Correspondence:

Date of next parish meeting: 9th November 2022. The Parish Council considered the 9th November to be too close to this meeting. Agreed to book the 23rd or 30th November for the next meeting. **Action Clerk** to liaise with the Village Hall Committee.

The meeting will now take place on 23d November 2022, 7.30pm

Meeting closed 9.10 pm

Signed: (Chairman)

Dated: