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**MINUTES OF MEETING OF GRESHAM PARISH COUNCIL**

**Held on Wednesday 12th January 2022 at 7.30pm in the Village Hall**

Present: Cllr. S. Smith (Chairman), Cllr. C. Arnold, Cllr. D. Jacobs

Attendance: Mrs. S. Hayden (Clerk)

 County Councillor Eric Vardy

 Two members of the public

1. To consider and accept apologies

 Apologies were accepted from Cllr. A. Sanders (family matters), Cllr. S. Ilsley (other engagement) and Cllr. G. Wright (Covid19 in family). Recent low numbers of parish councillors in attendance at meetings was discussed. Agreed, the vacancy for a parish councillor would be advertised on the noticeboards.

2. Declarations of Interest and any dispensations of disclosable pecuniary interests

 None

3. Public questions, comments or representations

 None

The Chairman offered to deal with the County Councillor’s report at this stage.

6. Any Reports from County or District Councillor

 County Councillor Vardy’s written report had been circulated and is set out below.

 “At this time of the year the cold weather often impacts adversely on our road surfaces. There is a “Pothole Hotline” you can telephone if you come across one…. 0344 300 8020.

 There was a new Norfolk pilot scheme to help pregnant women to quit smoking. Researchers at East Anglia

 Researchers at East Anglia University (UEA) and the University of Cambridge have developed an anonymous text service designed to help mums-to-be quit smoking. MiQuit provides free support, sending tailored advice and information directly to their phones. The results of this pilot being run in Norfolk may help the service be taken up across the country, helping many more people live healthier and happier lives.
Norfolk Fire and Rescue Service

 A Team of 16 young people in Norfolk are heading for a brighter future after learning new skills with Norfolk Fire & Rescue Service. The young people undertook a 12-week personal development course, at Norwich and Dereham, and their hard work has seen them earn the Prince’s Trust Certificate in Employment, Teamwork and Community Skills, as well as Emergency First Aid at work. The learners also did work experience with local charities.

 All young people aged between 16 and 25, who are not in work, training or education are eligible to take on the Team challenge and learn new workplace skills to help get them into employment or aid in finding volunteering and training opportunities. Participating does not affect any benefits. Travel costs are reimbursed. The Team programme is delivered from Norwich, Dereham and Kings Lynn. Anyone wanting to enrol in the Prince’s Trust Team Programmes in January should email youthdevelopment@fire.norfolk.gov.uk”

 Cllr. Vardy asked the parish council to contact him if anything was needed. He reported that he had discussed Covid19 figures with the Director of Health recently and the numbers seemed to indicate they were going towards a peak. Agenda item 11 was discussed and Cllr. Vardy offered to arrange a meeting with parish councillors on the pavement width. Clerk to confirm details to him. White lines would not be dealt with until the spring/summer. The Chair asked if there was any help available for energy costs as they were so high currently. A member of the public advised that the District Council could consider help under the Household Support Fund, where people needing help are identified and helped. There was also a social prescribing team to signpost to various agencies. Pay as you go fuel and foodbanks were discussed. Cllr. Vardy was then thanked for attending and left the meeting.

 The District Councillor was not in attendance due to ill health.

4. Minutes of Parish Council Meeting 10th November 2021 (*Approval)*

 The minutes were approved and signed by the Chairman.

5. Matters Arising from those Minutes

 None

The Chairman agreed to deal with item 9 at this point as members of the public had attended with an interested in Park matters

9. Village Park

9.1 Update on work to Pavilion and agree any further costs

 The upright posts on the Pavilion had been repaired although Cllr. Ilsley was to sand the rails to a smoother finish. The gatepost to the Park and been replaced after rotting and falling over. Clerk to chase builder to deal with the work ordered.

9.2 To approve purchase of picnic bench

 Cllr. Ilsley had sent a quote from Hanworth Timber of £199 including VAT for a basic picnic bench and £299 for a round bench. The Clerk had download a list of different types of benches from Costcutters (internet) and a comparable basic bench was £193.27. Discussed and resolved to buy two basic benches from Hanworth Timber, as they were known to be good quality.

9.3 To discuss and agree the future use of the Park

 Cllr. Arnold had been asked if the Pavilion could be left open or hired for making tea, etc., and using the toilets. Discussed, but due to insurance, safety and cleaning reasons this was not agreed. The Chairman proposed that each parish councillor draft proposals for future use of the Park, which was agreed. Grasscutting, moles, dog fouling, a basketball net, nature areas and fencing the play area were all discussed.

9.3 Update on other park matters

 The replacement swing seat had been ordered and all other parts had been received.

7. Planning

7.1 To discuss and make observations on any applications received after the date of this Agenda

 None

7.2 Update on application:

 *PF/21/2126 Conversion of single storey outbuilding and external alterations to form a one-bedroom holiday let – land north of the Willows, Sustead Road, Lower Gresham –* Withdrawn

 *RV/21/2551 Removal of Condition 6 of planning permission PF/15/1017-* Approved

7.2 Follow Up on application:

 *PA/21/0292 Telecommunications development comprising installation of a 25m high lattice tower with 3 antennae on a 6m x 6m concrete slab with ancillary development within 1.8m high fenced compound – Sewage Works, Chequers Road, Gresham*

A reply had been drafted by NNDC and a Teams meeting had taken place with the Clerk, who read out notes taken at the time. Parish Council had been asked to consider these notes and report back to NNDC who would finalise their reply. The Chairman requested the notes be circulated for parish councillors to consider and comment.

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8. Finance and Regulatory

8.1 To appoint parish councillor to check bank reconciliations

 To be deferred to the next meeting

8.2 To approve List of Payments

 Draft List of Payments amended and approved, then signed by the Chairman and Clerk

8.3 To receive Balance Sheet and report re Bank Reconciliation

 The Balance Sheet was received with no comments. The Clerk reported that that a bank reconciliation had been prepared and balanced.

8.4 To appoint internal auditor for 2021-22

 Resolved John Stibbons be appointed

8.5 To agree donations

 To be deferred to the next meeting

10. To approve style and costs of Noticeboard for Lower Gresham

 Cllr. Arnold gave quotes from the Parish Noticeboard Company of £545 plus VAT, plus delivery for a small aluminium noticeboard and ££760 for the larger board. Oak noticeboard prices were ££1,200 for the small and £1350 for the larger. The existing medal posts could be reused. Cllr. Arnold to take measurements of the posts. Decision to be held over to the next meeting.

11. To review highways matters including “slow” road markings on Chequers Road and Church Lane pavement width

 See item 6 above

12. To deal with correspondence

 Circulated: An email had been receive with details of the Omicron Hospitality and Leisure grant, which the Parish Council would be eligible for. The deadline for claiming was 28th February 2022. The Clerk would apply.

13. Matters for Information Only or Next Agenda.

 Cllr. Ilsley had advised that Watermill bridge was flooded again.

 Parking the School – car parking in the car park not the crossroads should be encouraged – to be discussed at the next meeting.

*There being no other business the meeting closed at 8.13pm and the approved cheque was signed.*

*The next meeting will be on Wednesday 9th March 2022*