*Page 416*

DRAFT

**MINUTES OF ANNUAL MEETING OF GRESHAM PARISH COUNCIL**

**Held on Wednesday 5th May 2021 at 7.30pm via Zoom**

Present: Cllr. C. Arnold, Cllr. S. Ilsley, Cllr. A. Sanders, Cllr. S. Smith, Cllr. G. Wright

In Attendance: Mrs. S. Hayden (Clerk)

 Two members of the public

The Meeting was opened at 7.30pm

1. To elect the Chairman of the Council – Acceptance of Office to be signed after meeting

 Proposed: Cllr S. Smith. Resolved. Cllr. Smith took the chair.

2. To elect the Vice-Chairman

 Proposed: Cllr. S. Ilsley. Resolved

3. To consider and accept apologies for absence

 Apologies were accepted from Cllr. H. Deegan, Cllr. D. Jacobs (unable to attend via Zoom)

 District Cllr. P. Butikofer had sent apologies

4. To receive any declarations of interest from members

 None

5. Public questions, comments or representations

 1. A member of the public said that she was horrified at the administration error by NNDC that resulted in deemed consent being given for planning application PA/21/0292 for a telephone mast, especially in the light of the comments by the Landscape Officer, Historic England and the Parish Council. Would the Certificate of Lawful Use be any help if it were refused? She understood that we needed improved connectivity but not in this way.

The meeting paused due to the Zoom time limit and re-convened approximately ten minutes later.

 2. Another member of the public agreed with the above comments and confirmed he had been about to say the same thing. Deemed Consent was purely by default, despite concerns raised by the Parish Council, residents, the Landscape Officer and Historic England. The planning application itself was contrary to almost every objective expressed in NNDC Core Strategy CT4 – Telecommunications. Does “Deemed Consent” mean that NNDC cannot impose any requirements, conditions or modifications?

 In consideration of the NNDC Mobile Phone Updating Plan, who is responsible for ensuring the objectives of NNDC Core Strategy policy CT4 is achieved? Surely one person should be responsible for anything regarding telecommunications including infrastructure?

 He wished to know the objective and time frame for the Certificate of Lawful Use, together with how and who in NNDC would evaluate this. Where are the two parties in respect of complying with a time frame, since it was first requested in the NNDC Decision Notice of 12.4.21 (3.5 weeks ago)

 Further how could villagers be kept up to date on developments associated with this application.

 He wished to know the range of coverage for the mast. He felt that this was not the first time NNDC Planning Department performance has had a deleterious effect on this village and wished to know how the NNDC councillors, particularly the Development Committee, ensure that the performance of the Planning Department is periodically assessed and improved where this is noted to be required.

Cllr. Wright re-joined the meeting and was updated with comments

*Page 417*

 It was agreed to discuss the application at this point. Cllr. Ilsley stated that new legislation would allow higher masts without a planning application and Government policy would encourage more suppliers, therefore resulting in more antennae. Discussion followed, with councillors agreeing we need connectivity but on that site. The Clerk was asked to draft a letter to NNDC with all the points raised and circulate it to the parish councillors for approval/amendments.

6. To approve minutes of meeting held on 10th March 2021

 Approved

7. Matters Arising from Minutes

 None

8. Reports from District and County Councillors

 None due to Election being held

9. Regulatory

9.1 To review all policies and risk assessments for Gresham Parish Council

 No amendments to be made

9.2 To review the Parish Council’s insurance policy and approve payment of premium

 There was a long term agreement to 2022. In 2020 the premium was £843.19 and the premium for 2021 was £866.99. Proposed and resolved to approve the payment.

10. Planning

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

 *PF/21/0879 Erection of stable block including storage and tack room – field north of Church Lane, Gresham –* The Parish Council had commented that they had no objection, but it may be a good idea to install a soakaway so that any run-off, water, etc, would not overload the drains on Holt Road. Awaiting NNDC decision

10.2 Update on other applications

 *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* – Discussed in item 5 above *PF/21/0657 Single storey rear extension and enlargement of dormer window – Broom House, Sustead Road, Lower Gresham* – Approved

11. Finance

 All documents had been circulated prior to the meeting

11.1. To receive actuals against budget, Balance Sheet, Bank Reconciliation and explanation of variances to 31.3.21

 Received with no comments

11.2 To consider and approve the Annual Governance and Accountability Return as follows:

 To complete the Certificate of Exemption

 Proposed and resolved to exempt from external audit and complete the Certificate of Exemption

 To receive the Annual Internal Audit Report 2020-21

 Received

 To approve section 1 Annual Governance Statement

 The Clerk read out each question which was answered and approved by the parish council

 To approve section 2 Accounting Statements

 Proposed and resolved to approve the Accounting Statements

11.3 To approve list of payments

 The sum of £120 for repair of glass at the Pavilion was added and the List was approved.

*Page 418*

12. Village Park

12.1 To discuss and approve costs for repairs to Pavilion

 Cllr. Ilsley was still awaiting a quote from his builder. There would be work needed to the drains at the rear of the Pavilion to add to the price. Proposed and resolved to agree a ceiling of £2,000 for the work to enable it to be commenced before the next meeting in July. Final quotes to be circulated to councillors for approval on the exact sum and then formally approved at the next meeting.

12.2 Update on other park matters

 None

13. Noticeboards

 To approve style and costs of Noticeboard for Lower Gresham

 Cllr. Arnold had a price of £620 plus VAT for a metal noticeboard. One or two more prices were required. It was agreed to look at the price of a wooden noticeboard. As the noticeboard is on a raised area next to the corner, the Clerk was asked to write to the Highways Authority to ask for kerbing. Otherwise, the parish council may put down a level slab to make the area safer.

 The meeting for the site for the noticeboard at Upper Gresham had not yet taken place.

14. To deal with correspondence

 A letter had been received re dog fouling on the Park and the dog warden had been asked to patrol the Park.

 Newsletters by email, including Police Newsletter

15. Matters for Information Only or Next Agenda

 The hedge cutting on the allotments had been done and the cost was £72 plus VAT

16. To fix the dates and times of ordinary meetings of the Parish Council for the following year

 It was agreed to continue meeting on the second Wednesday of the month, bi-monthly

Cllr. Wright was thanked for the work he had done over many years whilst Chairman.

[All signatures necessary would be completed after this virtual meeting]

There being no further business the meeting was closed at 9.10pm

The next meeting will be on Wednesday 14th July 2021