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**MINUTES OF MEETING OF GRESHAM PARISH COUNCIL**

**Held on Wednesday 28th September 2022 at 7.30pm in the Village Hall**

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

Attendance: Mrs. S. Hayden (Clerk)

The meeting was opened at 7.34pm by the Vice- Chairman, who took the chair

1. To receive apologies

 Apologies were received from Cllr. S. Smith and Cllr. G. Wright. County Cllr. Eric Vardy had sent his apologies

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

 None

3. Public questions, comments or representations

 No public present

4. To approve the Minutes of Meeting held on 13th July 2022 and matters arising from those minutes

 The minutes were approved and signed by the Chairman. There were no matters arising

5. Any Reports from County or District Councillor

 County Councillor Vardy’s written report had been circulated prior to the meeting and is annexed to these minutes.

6. Planning

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

 *PF/22/2157 Conversion of attached garage to annexe accommodation, associated external alterations – Glebelands, Holt Road, Gresham – NR11 8AD –* Discussed and agreed there was no objection to the application. The comments by the Highways Authority were noted.

6.2 Update on application:

 *PF/22/1723 Conversion of single storey outbuilding and external alterations to form a one-bedroom holiday let – land north of Sustead Road, Lower Gresham* – The Parish Council had objected. Pending NNDC decision

7. Finance and Regulatory

7.1 To receive actuals against budget on cash account and report on bank reconciliation

 The budget and cash account were received. Cllr. Jacobs had approved the bank reconciliation as correct.

7.2 To approve List of Payments

 Cllr. Arnold had requested to attend two on-line training courses with NALC at a total cost of £29. This was agreed and added to the List of Payments previously circulated. The Clerk’s salary/income tax/expenses was also added. It was agreed to make a donation of up to £50 to a proposed warm spaces project for Gresham if it went ahead. The List was then approved and signed by the Chairman and Clerk

8. Village Park

8.1 Update on work to Pavilion and agree any further costs

 The work to the Pavilion had been completed and paid for.

8.2 Any other Park matters

 1. Cllr. Ilsley had noted the shed roof was leaking and needed repair. He had researched costs and found corrugated sheets were the cheapest option. Approximate costs would be £50 x 4 sheets plus the timber needed. He would confirm prices for the next meeting.

 2. NGF play would be asked to replace the rope connector on the matrix net.

 3. Cllr. Smith had updated parish councillors prior to the meeting on jobs still to be done, such as suggesting that the boarded up window on the Pavilion be used for a noticeboard which would disguise it and provide a space for advertisers. The springers needed a clean. Eyebolts had been received for the Burma bridge. The goalpost would be removed when the top soil was removed. Grass mats needed laying. Moving the play equipment was discussed.

 4. The Clerk had obtained a price of £529 for a basketball net. Clerk advised there was now £1,299 in reserves for the Park. Agreed to discuss this at the November meeting when the budget would be agreed.

 5. The site for the Jubilee tree was discussed and agreed that it would be between the tap and picnic area. A member of the public outlined the planting instructions given by the nursery who supplied the tree. It was proposed that a small tree planting ceremony be held on November 6th, with a work morning to tidy the Pavilion before that date. The member of the public informed the Parish Council about Miyawaki tree planting.

 6. Wild flower sowing was discussed as a possible project for the Park.

9. To discuss resolutions for speeding in village

 Parking on the junction of Chequers Road and Cromer Road at school run times was becoming a problem. The Clerk had attended a Road Safety Conference where information was given out about Norfolk County Council’s Safe School Run Pledge educational work in schools and was waiting to hear whether this had been offered to Gresham Village School. This and SAM 2 signed were discussed.

10. Update on Noticeboard purchase

 The Noticeboard had been received. Softer ground was awaited so posts could be put in. The old noticeboard had collapsed.

11. To discuss allotment matters

 The last plot had been let, so all plots were now taken.

12. To deal with any correspondence

 EON – renewal of Business Flexible Plan at 27th November – agreed to continue with plan

 Norfolk Parish Movement for OTN – request to send letter to MP – agreed

 NALC – Share Certificate received and request for representative – agreed to take default position where Chairman is Representative.

 SAAA – Option to opt out of central external auditor appointment – agreed not to opt out

 Gresham Estate – Notification of possible allotment rent increase. Clerk read out email to meeting and her reply.

13. Matters for Information Only or Next Agenda.

Cllr. Ilsley provided information on the Community Princes Countryside Fund – agreed it may be appropriate for the proposed warm spaces project in the village.

 Signpost replacement at Lower Gresham – Cllr. Arnold agreed to check progress.

 Removal of tractor tyre on Park – Clerk agreed to investigate correct method of disposal and cost

Next Agenda: Shed roof repair, basketball net

*There being no other business the meeting closed at 9.03pm and the approved cheques were signed.*

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