*Page 459*

DRAFT

**MINUTES OF MEETING OF GRESHAM PARISH COUNCIL**

**Held on Wednesday 13th March 2024 at 7.30pm in the Village Hall**

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

Attendance: Mrs. S. Hayden (Clerk)

In the absence of the Chairman, the meeting was opened by the Vice-Chairman at 7.30pm

1. To receive apologies

 Apologies were received from Cllr. S. Smith and Cllr. D. Goodrum

 County Councillor Eric Vardy and District Councillor Callum Ringer had sent 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 10th January 2024 and matters arising from those minutes

 The minutes were approved and signed by the Chairman. The Clerk advised that the trees at Roamer Pond had been cut back.

5. Reports from County and District Councillor

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

 District Councillor Ringer’s report had also been circulated 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

 *CL/24/0475 Certificate of Lawful Development for the existing use of static caravan as a dwellinghouse – Brickmakers, Sustead Road, Lower Gresham, NR11 8RE – [this item was discussed following item 11 below]* Discussed and agreed there were no comments to be submitted.

6.2 Update on applications:

 *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* – Still pending NNDC decision. Noted that an extension of time had been requested due to Nutrient Neutrality mitigation

 *RV/24/0191 Variation of condition 2 (approved plans) of planning permission PF/23/2333 (extension to rear of dwelling to form second floor to extend existing room in loft) to increase in length of dormer window –* The Parish Council had submitted no objection to this application. Approved by NNDC.

 *PF/24/0154 Raising of roof profiles, proposed porch and alterations to dwelling – Mill Farm House, Mill Road, Gresham, NR11 8RN –* The Parish Council had submitted “no objection and no comments” to this application. Pending NNDC decision.

7. Finance and Regulatory

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

 The budget and cash account were received with no comments. Cllr. Jacobs approved the bank reconciliation.

7.2 To approve List of Payments

 The EON invoice had been received for February in the sum of £32.82. This was added to the List of Payments, which was approved and signed by the Chairman and Clerk. As EON were charging

*Page 460*

 for electricity being used although the Pavilion had not been used, the Clerk was asked to check with EON that the meter was working correctly.

7.3 To consider increase to Clerk’s home working expenses

 The Clerk reported that her home working expenses had not increased from £4/week since she began working for the Parish Council in 2014 and HMRC now allowed £6 per week to be paid without incurring income tax. Proposed and resolved to increase expenses to £6/week

8. Village Park – Any Park Matters

 Cllr. Ilsley reminded the meeting again, of the list of jobs to be dealt with in the Spring. Some pigeon spikes were missing and the Clerk was asked to check prices and report to the next meeting.

9. To discuss highway matters including Wigwags at School

 The Highways Engineer had been contacted for a meeting to agree moving one Wigwag outside the Church. Awaiting meeting date – Clerk to chase. The Clerk reported that a resident had complained that their drive near the School was being blocked and another resident was threatened by a parent/carer. Cllr. Ilsley reported that Cllr. Smith had met with the School governors regarding traffic problems and it had been suggested that speed drop off and pick-up points outside the School gates and outside Cllr. Ilsley’s house be started to ease the number of vehicles being parked. A member of staff would be in attendance. Cllr. Smith would email members in more depth as he had been unable to attend the Parish Council meeting at the last minute. Cllr. Dennis reported that there had been a complaint on a village Facebook page about tractors driving too fast past the school, one driver being seen on a mobile phone. In particular there had been an incident of this type when the children had been crossing the road with a teacher to go out on a walk. The Clerk was asked to write to the two farms working in the village to request they slow down. Cllr. Ilsley suggested posts on the corner of Chequers Road to prevent parking. He would suggest this to the Highways Engineer when they met. There were potholes at the crossroads near the School, which had already been reported. It was noted that posts had been put in at Cromer Road, Lower Gresham and that the soil had been improved with a compound to seal it.

10. To discuss and agree entering into an Armed Forces Covenant

 It was agreed to enter into the Armed Forces Covenant and the list of pledges within the draft Covenant were discussed and amended/deleted where appropriate for a small parish council. The Clerk would prepare the final deed in readiness for signature at the next meeting.

11. To deal with any correspondence

 Sanders – bus route and times changes had been received.

 NNDC – Coastwise Survey – request to participate and broadcast

 Orsted (Hornsea Project 3) Community Fund had opened and Gresham was within the required boundary

 Duncan Baker MP invitation to webinar on the digital switchover

12. Matters for Information Only or Next Agenda

 Cllr. Ilsley had noted that NALC were holding a biodiversity webinar on policies for Parish Councils

 The Clerk was asked to chase for a reply from the Post Office in connection with moving the post box outside School House.

 The Clerk had attended the January SNAP meeting. The next SNAP meetings would be held on 11th April and 10th July 2024

 Next Agenda: School parking

*There being no other business the meeting closed at 9pm.*

*The next meeting will be on Wednesday* 13th March 2024