

**MINUTES OF A VIRTUAL MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD ON WEDNESDAY 20 JANUARY 2021 at 7p.m.**

PRESENT: Mr J van Poortvliet, Chairman
Mr R Anderson-Dungar, Vice-Chairman
Mrs P Ashby
Mr S Elliott
Mrs M Anderson-Dungar, Clerk

The Chairman welcomed Councillors, D Cllr Toye and two members of the public

01 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Mr Clarke.

02 DECLARATIONS OF INTEREST AND DISPENSATIONS

Mr Anderson-Dungar declared an interest in the allotments item.

03 PUBLIC PARTICIPATION

The meeting adjourned to take questions/comments from members of the public.

The Agent for Heppinn Barn presented the proposals and answered members questions on the changes. Members were re-reassured that the public right of way would be fully reinstated to its correct width as soon as possible. The current position of the Herras fencing was in accordance with Health and Safety requirements.

04 RE-CONVENE THE MEETING

The meeting re-convened.

05 MINUTES

Minutes of both meetings detailed below had been circulated and were **proposed, confirmed, and agreed** for signature at a later date.

- Parish Council Meeting held on 16 December 2020
- Planning Meeting held on 11 January 2021

06 INFORMATION ON MATTERS ARISING

Nothing to report on this item

07 REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

Police – the latest Newsletter and Community Update had been circulated and were **noted**.

District Council - Cllr Toye updated on Covid arrangements at the District Council Flooding was a problem in some parts of the District.

County Council - Cllr Timewell sent the following report:

In reality I have nothing to report other than that since the week before Christmas we have been under pressure with increasing water levels in the county. This situation is worsening day by day and our teams are on constant call out to deal with issues. Should you have issues in the parish contact Justin Le-May immediately copying me in. Re C-19, we are doing all we can to help manage the situation in the county. We have transferred staff to Norfolk & Norwich hospital to help with clerical duties and sadly we have had to open the temporary mortuary at Scottow Enterprise Park. Again, should you have any flooding and C-19 related problems occurring in your parish please contact me.

08 MATTERS REFERRED FROM PREVIOUS MEETING

1. CHRISTAS LIGHT COMPETITION 2021

In Mr Clarke's absence, this was deferred to the next meeting.

2. IDEAS FOR ANNUAL PARISH MEETING

The Clerk reminded Council that this meeting has to be held between 1 March and 1 June, usually we hold it on the same evening as the March Council meeting. It was **agreed** that the Village Hall should be the main topic, and that we should move the meeting as late as possible in the hope it could be held "in person" rather than via Zoom. Legislation for virtual meetings expires on 7 May 2021.

3. NEWSLETTER/COMMUNICATIONS WITH RESIDENTS

We would normally issue a newsletter to publicise the Annual Parish Meeting and to update residents generally. It was **agreed** to review at the next meeting.

09 REPORTS/UPDATES ON AREAS OF COUNCIL RESPONSIBILITY

1. PLAYING FIELD

Mr Elliott updated the meeting as follows:

- Steel in and hoggin laid ready for concrete tomorrow
- Replacement trees had arrived and would be planted next week
- The chairman offered to look at work needed to the hedge opposite Shangri-La.
- The group's meeting with the contractor had been postponed and would be re-arranged as soon as possible.

2. VILLAGE HALL

The following matters were discussed:

- Working Group Meetings – Minutes from meetings held on 9 December 2020 and 6 January 2021 had been circulated and were **adopted**. Work was progressing in the focus groups, and things were positive. Mr Anderson-Dungar had provided many useful documents and had updated all the services drawings.
- Terms of Reference – The revised Terms of Reference had been circulated and were **adopted**.
- New Noticeboard for Village Hall – It was **agreed** to defer a decision pending recommendations from the Marketing group.

3. VILLAGE GREEN

Research was under way into the possibility of electricity provision. Mr Anderson-Dungar had amended plans of the area to show the location of the pole and the cabinet at The Banningham Crown so that a more accurate estimate of cost could be obtained.

4. ALLOTMENTS

Mr Anderson-Dungar reported that he was sourcing suitable bases for the proposed water butts. Winter clearance work was ongoing.

5. TELEPHONE BOX

Mr Anderson-Dungar reported that information was being prepared. Colby Church representatives would be contacted regarding information from a historical talk that was left in the Church as an exhibition. Historical details related to the information on the village signs would also be included.

10 **SCHEME OF DELEGATION**

The Clerk had nothing to report.

11 **CORRESPONDENCE/REPORTS**

To receive the following items of Correspondence/Reports and agree action/response:

1. NORFOLK ASSOCIATION OF LOCAL COUNCILS

The latest newsletter had been circulated via email and was **noted**. The Clerk had booked to attend the Cybercrime seminar on 4 February.

2. NORFOLK PARISH TRAINING AND SUPPORT

The latest newsletter had been circulated via email and was **noted**.

3. NORFOLK COUNTY COUNCIL

The latest Western Link Update was **noted**.

4. GRIT BINS – BRIDGE ROAD

The request for two grit bins for Bridge Road was discussed. The Clerk to contact Highways for the latest guidance on grit bins/request gritting for Bridge Road and to assess the insurance implications.

12 **FINANCE**

1. SCHEDULE OF BILLS FOR PAYMENT

The schedule previously circulated was unanimously **adopted**.

2. BANK RECONCILIATIONS FOR DECEMBER 2020

These had been circulated and were **adopted**; the Chairman would sign the bank statements at a later date.

3. RECEIPTS AND PAYMENTS 1 APRIL TO 31 DECEMBER 2020

The document previously circulated was **noted for information**.

4. NET POSITION TO END DECEMBER 2020

The document previously circulated provided the up-to-date position against budgets for all cost centres and was **adopted**.

13 **PLANNING MATTERS**

1. APPLICATIONS DETERMINED

Nothing to report at time of publication of this Agenda

2. **APPLICATIONS FOR CONSIDERATION**

PF/20/2433 Heppinn Barn, N Walsham Rd, Banningham, NR11 DU

Variation of conditions 1 (approved plans) and 3 (landscaping) of planning permission PF/20/0660 to allow for addition of PV panels to south elevation roof, porch to north elevation of unit 1; completion of landscaping scheme by March 2022. Details submitted for conditions 2 and 3 Discussion took account of the additional information provided by the Agent during the earlier adjournment.

SUPPORT.

The Agent for the application left the meeting at this point.

3. **OTHER ISSUES**

PF/20/1771 Land Adj. Watts Cottage, Mill Road

Cllr Toye advised that this application would probably be considered by the Development Committee next month.

14 ADJOURNMENT

The meeting adjourned to take further questions/comments from the public.

The resident present advised that he would be happy to spread grit on Bridge Road should it be decided to install grit bins. He was not hopeful that Highways would include Bridge Road on the gritting routes.

With reference to the village hall, he had met the Chairman of the Village Hall Committee and prepared a condition report, a copy had been sent to the Clerk.

15 RE-CONVENE THE MEETING

The meeting re-convened.

16 RESPONSE TO PLANNING APPLICATIONS/ISSUES

See Minute13/2 above.

17 ITEMS FOR INFORMATION/FUTURE AGENDA

Nothing for information.

Next agenda:

- Clerk's Appraisal

18 DATE OF NEXT MEETING

This was **confirmed as Wednesday 17 February 2021 at 7pm via Zoom.**

19 CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 8.05p.m.

Signed (Chairman)

Date