

LINGWOOD & BURLINGHAM PARISH COUNCIL

Minutes of the Meeting held via Zoom, on Tuesday 12th May 2020 at 7.00pm.

(Was the scheduled AGM)

In a year which is not an election year, the annual meeting of the Council shall be held on such day in May as the Council decides.

This no longer applies until May 2021

LAPCP Regulations 2020 Para 6 (c)

The first business conducted at the annual meeting of the Council shall be the election of the Chairman and Vice-Chairman (if there is one) of the Council.

This no longer applies until May 2021

LAPCP Regulations 2020 Para 6 (c)

Present were: Vice Chair Brenda Jones, Mike Ingram, Marina Tubby and Sonya Dickinson – Clerk

20/62. Welcome & apologies for absence: Vice Chair Brenda Jones welcomed all and mentioned that this was supposed to have been the Parish Council's AGM but due to Covid-19 restrictions this would be delayed until 2021.

Apologies were received from Chairman Cathy Pye, Ian Chapman, Richard Morton and Roz Simpson. *N.B. Councillor Ian White tried to access the Zoom meeting but was unable to in time.*

20/63. Declarations of interest: Brenda Jones – Finance d), as a member of Burlingham Cottage Gardeners.

20/64. Public Forum, (usually 10 minutes allocated for Public participation).

We were joined by District Councillor Clare Ryman-Tubb and 1 member of the Public.

Cllr Clare Ryman-Tubb – What is coming out of District at the moment is Coronavirus News;

The Council's help hub is doing a wonderful job, there have been a reduction in calls from 120 per day in its peak to @ 40 at the moment.

Some small businesses have not yet claimed the grants they are entitled to.

Planning meetings are being held virtually.

Some recycling sites are re-opening with Caister and Mile Cross being our nearest.

Brenda – I would like you to pass on the thanks from the Council and residents of the Parish to the people at Broadland who are working so hard. Clare – I will certainly pass the message of thanks on.

20/65. Minutes of the Meetings 4th February, 3rd March, 31st March and 28th April 2020:

Were not signed but authorised for signature at the earliest opportunity.

20/66. Matters arising from 4th February, 3rd March, 31st March and 28th April 2020

Meetings: None.

20/67. Correspondence: a) Chair Cathy Pye contacted Brenda and Sonya regarding not wanting the Chairman's allowance this year. Cathy will spend the allowance from last year to supply a bench on the Millennium Green near the dog walking area.

Cathy would like to see the Wild flower area along the left boundary instead of the right hand side by St Andrews and if not done soon it will need to be left until the autumn.

Brenda said that more Councillors need to be present to vote before deciding where the wild flower meadow should be put.

20/68. Lingwood v Covid19/GNS update: The Good Neighbour Scheme has been working well, Sonya has a call and action log and forwarded the volunteer list to Brenda, who is liaising with CAN to sort DBS checks for anyone without. Brenda will contact people on the list to ask if they would have a DBS check before supplying the names to Sally at CAN to sort out.

20/69. Review of Standing Orders and Policies: The Standing Orders have been altered to include the new Covid-19 legislation, all of the other financial standing orders, Policies and

procedures and are unchanged. **Decision:** It was resolved to adopt the Standing Orders, policies and procedures.

20/70. Highways: Highways have said they have done the pot holes on Post Office Road but nothing has been heard back regarding the N. Burlingham slip road. Brenda says the pot hole was still there when she passed but there was a Highways van, so they could have done it now.

A47 – there is a large pot hole when crossing from South Walsham Road onto the West Bound side. The Clerk has reported this to Highways England.

20/71. Finance: a) Payments Received: i) BDC 1st half of precept. £13,876.50

b) Payments Authorised: i) E.A.S. - M. Green Grass cutting May £169.22 (chq 2278).

ii) Viking Stationery £78.07 inc VAT. (chq 2277).

c) Retrospective payments: i) K. Monsey Cemetery grass March and April £295 (chq 251).

d) Burlingham Cottage Gardeners donation for grass cutting, £50 last year. **Decision:** As Brenda declared an interest, the Council is not quorate so could not vote. Hold over until the next meeting.

e) Chairman's allowance - £600 last year. **Decision:** Chair Cathy Pye has said she does not want the Chairman's allowance this year. It was resolved to keep the allowance of £600 in the budget for future Chairs.

There being no further business the meeting closed at 19.19
Next meeting of the Parish Council is on 2nd June 2020, via Zoom.