

LINGWOOD & BURLINGHAM PARISH COUNCIL

Minutes of the Parish Council meeting, held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood, on Tuesday 11th January 2022 at 7.30pm

Present were: Chairman Cathy Pye, Ian Chapman, Mike Ingram, Paul Jones, Richard Morton, Sophia Walker, Roz Simpson, Ian White and Sonya Dickinson – Clerk.

22/01. Welcome and Apologies for absence: Apologies were received from Vice Chair – Brenda Jones and David Robinson.

22/02. Declarations of interest: Roz Simpson – Millennium Green, as a neighbour. Sonya Dickinson - Finance a) ii) and iii). Richard Morton – Finance c), as a member of Burlingham Cottage Gardeners.

22/03. Public Forum including reports from District and County Councillors: (15 minutes allocated for Public participation with a maximum of 3 minutes each).

We were joined by 2 members of the Public.

Cathy – District Councillor Clare Ryman-Tubb messaged that as far as she is concerned the Chapel Road, School site planning application is going to Committee.

NCC Lana Hemsall told Cathy that she had a meeting with National Highways, about the North to South and East to West connection with Acle, who were dismissive at first but have come around to appreciate just how significant the schemes would be. Norfolk County council are bidding for designated funds to help towards the costs.

Cathy had sent Lana Chris' engineering report and costs of the underpass and Lana has passed these documents on.

Public – Thank you to the Council for the seat on corner of Post Office Road with Station Road. People have commented how nice it is, I put a picture on face book and over 100 people messaged me. It would be nice if more seats with backs on could be put other places in the village when funds become available. A bench for the Jubilee at the Green? Could a plaque be supplied for the bench? We could have purchased one for @ £54 at the time but it was thought it was clear that the bench is for the Royal British Legion Anniversary. Clarkson Triangle – Can you get someone to look at the trees and to prune them? The Hacons incomparable pear still needs replacing?

22/04. Minutes of the meetings 7th and 14th December 2021: Were signed as a true record.

22/05. Matters arising from 7th and 14th December meetings: Cathy – Ref the Caravan and trees taken down on the M. Green, have we had the deeds for the M. Green off Kent and Co. yet? Richard – I have spoken to Mrs Kent and they are in the process of sending deeds and documents out to customers due to the closure.

Cathy - Sundial stones covered over by grass; has David Payne, who installed the sundial, been asked to help us find them to uncover them? Clerk – Not yet.

22/06. Correspondence: a) Thank you card from Anne Bone and Tony Gould. They were not expecting anything for their volunteer work and appreciated the vouchers very much. b) Christmas card from MP Jerome Mayhew, thanking the PC for their hard work.

22/07. Neighbourhood Plan: The decision of which consultant to choose has to be made quickly as the grant applications have to be in by the end of this month. At the December Steering group meeting the consultants that quoted were discussed. The sort of documents needed to be done for the plan need specialists. Chris and Mike interviewed the consultants. Chris telephoned @ 8 Parish Council's to get verbal references. The Neighbourhood Plan goes from A-Z with no deviation on how it is put together. Rachel Leggett Associates and the Collective Community Plan were the two interviewed. Price wise they were based on the same thing but it was a surprise that the more experience company quoted 60 hours £22,360 as opposed to the Collective Community Planning who quoted 25 hours £13,600. Both companies have taken plans to completion. We thought the more expensive Company should have been able to do it in fewer hours as they have done more plans.

CCP was recommended to the Steering Group for a cost of £13,600 plus £250 per month for project support (which is in support of the secretaries roll), for 18 months @ £4,500 which totals £18,100. They will assist with the leaflets, posters, minutes and attend the meetings. The Steering Group agreed with the recommendation and has put forward for the Parish Council's approval.

The reason for the tight timescale is that we can't apply for grants unless a consultant has been instructed. The deadline for grant applications is 31st January 2022.

The Minimum grant is £16,000 there are other grants for design costs and CCP will apply for them. That is why you have to instruct a consultant first so they can answer the grant questions.

Q. Will they deal with the Steering Group or the Parish Council? A. They will consult with the Steering Group.

Decision: It was resolved that Collective Community Planning be appointed as the Neighbourhood Plan Consultants, to be paid for by grants.

Cathy – thank you Mike for sorting that out.

22/08. GNLP: Cathy contacted Lana Hemsall and she hasn't heard anything more. 17th January is the cut off date for the next batch of submissions. Feb there are face to face consultations. Cathy is still to speak to Annette as she said there is nothing more to say than what we've already put in.

Cathy – What do Councillors think of development next to the School? A. The Station Road site is a potential problem as the two most dangerous roads are Station Road and Norwich Road. The Post Office Road site is the best site and has been on the plan for decades. A block of land to the right of the site wasn't contentious.

The question at the moment is if the document is legal as they did not notify us.

22/09. Millennium Green & MUGA: a) The Clerk is to meet with the Millennium Green grass cutter to measure the Wild Flower area for ordering seeds.

b) Light Bulb replacement for the MUGA Lights. The quotes are high due to the Council not owning the raise and lower Jack system which is @ £6,000 to purchase. We could ask other Clubs or PC's if they have one they could lend/hire us.

c) Logs around the Basket swing. Cathy would like to thank J Pickett, who installed them, as they look lovely.

22/10. Park Run Path: Cathy has tried to contact Ben but hasn't been able to at the moment. She will keep trying.

22/11. Highways: Nothing to report.

22/12. Finance: a) Payments Requested: i) BDC bin emptying of our 4 extra litter and 4 extra dog bins £1,518.40 - (The new bin at the Village Hall will be added to next year's invoice). (Chq 2417).

ii) S. Dickinson to repay Website for Neighbourhood Plan £ 7.20 X 2 = £ 14.40 (Chq 2418).

iii) S. Dickinson Expenses £211.21 (Chq 2419)

iv) J Pickett Landscaping for post replacement around the basket swing £1,022.50 (The rest of the work will be completed when the ground a bit dryer and the resurfacing of the fitness area can be done at the same time as the posts). Cathy – can we send a note of thanks for the lovely job they have done. (Chq 2416).

c) Burlingham Cottage Gardeners – Donation for cutting Burlingham Green. **Decision:** It was resolved to give £70 this year. (Chq 2417).

d) Verges Grass cutting contract for 2022. £1898 Verges (to include Post Office Close corner), + £476 Allotments. The increase is @ 7%. (Inflation rate by spring 2022 @ 6%). The increase was 2% last year when inflation was @ 2.8%. **Decision:** It was resolved to keep with Garden Guardian for the verge cutting contract.

*There being no further business the meeting closed at 20.20
Next meeting of the Parish Council is on 1st February 2022.*