

LINGWOOD & BURLINGHAM PARISH COUNCIL

Minutes of the Meeting,

held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood,
on Tuesday 5th September 2023 at 7.30pm.

Present were – Chair David Robinson, Cheryl Grace, Mike Ingram, Roz Simpson, Jenny Stafford, Ian White and Sonya Dickinson – Clerk.

23/106. Welcome and Apologies for absence: Apologies were received from Vice Chair Richard Morton and Cllr Ian Chapman.

David started the meeting with a one minute silence to remember Tony Grosvenor and John Peters who sadly recently passed away.

Tony designed and initially ran the original Parish Council Website and helped set up the second one. He attended many meetings and gave helpful input, as well as volunteering for the Neighbourhood Plan steering committee.

John Peters was the husband of the late Shirley Peters. He attended many meetings and also gave helpful insight and information to the Council.

23/107. Declarations of interest: Cllr Jenny Stafford, Planning b), as a neighbour.

23/108. Public Forum: (15 minutes allocated for public participation with a maximum of 3 minutes each).

We were joined by 4 members of the Public and District Councillor Jess Royal.

District Councillor Jess Royal – Jess sent a report to the Council. It's been quite a quiet month, top points are: The solar together scheme – is a group-buying scheme for solar Photovoltaic (PV) and battery storage systems which is open to Broadland residents. This is now open for applications and registration must be completed by 27 October. <https://solartogether.co.uk/broadland/home>

Broadland District Council is part of an initiative to enable survivors of domestic abuse to continue to live in their own homes when it is safe to do so. When a referral is made, a trained officer will assess the home and can install extra security measures such as CCTV.

Any feedback on the 'Dashboard' I sent out would be welcome.

District are looking at a loan scheme for residents.

Mike – The 'Dashboard' that Jess sent is similar to info we gathered for the Neighbourhood Plan.

Jenny – I went to the Lingwood Flower Show and it was a brilliant social event for the village. As well as the flowers, there was lots for the children to do etc. and there were singers later on to entertain everyone. It was a real community event and the organisers should be commended for their hard work.

David – I will suspend the meeting when correspondence b) comes up, so that Cathy can speak and also when the Chapel Memorial plaques comes up, so that Jayne can speak.

23/109. Minutes of the meeting 1st August 2023: Were signed as a true record.

23/110. Matters arising from 1st August 2023 Meeting: None.

23/111. Correspondence: a) e-mail response from the Post Office Close resident, who requested the strip of land on the Millennium Green Boundary with their property to bring the fence in line. They do not wish to purchase the land. For information only.

b) E-mail from resident asking if the viability of a Dentist to rent the Reading Room for 2 days a week can be discussed.

Cathy – Is the Reading Room sale still on the cards? A local Dentist has just gone private and the only reason is because they can't afford to pay the bills if they didn't. They will keep their practice private where they are 3 days a week but wanted a cheaper alternative place for 2 days a week for National Health customers. The dentist hasn't seen the Reading Room but if the Council think it is viable, they could come and take a look.

David – We are selling the Reading Room and have promised the proceeds towards the purchase of Buckenham Woods. Would they buy the Reading Room?

There is a horsebox set up as a dentist which can move around the area, could they do that?

If they brought her National Health patients with them, it is only going to benefit current patients and not benefit Lingwood residents.

They could come and take a look at it, we wouldn't be losing anything.

We promised the money to Buckenham woods and can't really renege on that.

We did decide to sell the Reading Room before Buckenham Woods was offered for sale.

We could let them know it is going on the market but they can come and take a look, it may not even be suitable, but we should explore the possibility. Cathy can give them the Clerk's contact details.

23/112. Planning: a) 2023/2059: First floor extension over existing garage and utility room.
Location: 12 Willow Close, Lingwood, Norfolk, NR13 4BT.

Decision: Unanimous support.

b) 2023/2381: Garage extension with attic office space

Location: St Edmunds Farm, Norwich Road, South Burlingham, Norfolk, NR13 4EZ.

There is a slight concern that it would be too easy to turn into residential, but will it cause an issue if it was? That will have to be discussed as and when the application for change of use arises.

Decision: Support with no objections.

N.B. Cllr Jenny Stafford abstained from the discussion and voting, declaring an interest.

23/113. Neighbourhood Plan: Mike – As mentioned at the beginning of the meeting, it was with great sadness that I had to report the death of our steering group member, Tony Grosvenor. Tony was a vital member of the group from the very first meeting, he never missed a meeting and set up and maintained our NP website. He will be very sadly missed.

The final version of the plan has now been approved by Broadland District Council who have now put it out for consultation for the statutory period of six weeks. This will expire on the 11th October. At the end of that period, the plan will go to an independent examiner, before then going to a referendum of the residents of the Parish.

The website is up to date but I can't work out how to access it without Tony. I am ringing the Website host to try and access the site.

David – Thanks to Tony again.

23/114. Buckenham Ancient Woodland Trust: Ian White – The grants have been applied for but nothing has come through as yet. The grants were applied for the purchase, ongoing costs and a salary for the part time administration. The bank account should be sorted this week.

David – Thanks for doing all of this, we appreciate it.

23/115. Chapel Memorial Plaques: Jayne – The Methodist Chapel will look into a compromise. There may be funding available from the War Memorials Trust. E-mail them with photographs, we may get something towards the cost. Jayne was going to contact them but as we are paying/applying it would be best for the Parish Council to contact them direct.

David – I spoke to Ben at the Village Hall about relocating them to the outside wall of the Hall and he said yes.

Jayne – We have made progress, you've already found out from a stone mason they can go outside and a builder can take them down and make good the wall. It would be brilliant if we could move them. It's a shame we don't know how they were installed, perhaps the Methodist Chapel may have it in their records, who or how they were put up.

23/116. D-Day 80 - 6th June 2024 Celebrations: The Beacon is to be lit at 9.45pm and Scout leader Colin Goff has agreed to do it again for us. We should play music and have some sort of ceremonial speech before it is lit. Are there any brass bands that would do it? There was a bugler last time.

We could have a portable speaker and play suitable music before and after.

Jayne – The Royal British Legion are asking if we know any D-Day veterans in the village. They are organizing trips for them. Acle is a small group and finding it hard to find or contact ex-service people, they have advertised in the Parish News in the past. I can organize flags etc. for the event.

David – The Parish Council could try and find out if there are any veterans in the Parish.

We should try and see if we can co-ordinate events with the Village Hall. Councillors to come up with ideas for the next meeting. The Clerk will resend the Pageant Master, Bruno Peek's e-mail.

23/117. Broadland District Council - Anti-social Behaviour, Crime and Policing Act 2014 Proposed Public Space Protection Order (PSPO) (vehicle related ASB): Council Consultation ending 29th September 2023:

Two cars or more seems a bit harsh as that would mean anyone meeting up with someone else but in another car but assume the rule would just be enforced if they were causing trouble. We are having more and more rules put on us.

If they are going to do it, Thurs evening to Tuesday morning is not enough, it should be all of the time.

Decision: 1) Yes to being across the District. 2) Yes to the regulatory controls in the PSPO. 3) It should be all of the time and not just Thurs pm to Tues am.

23/118. Meeting dates for 2024: All agreed.

23/119. Highways: County Councillor Lana Hemsall telephoned last week to remind the Clerk to contact her if there was anything new to report.

23/120. Finance: a) Payments Requested: i) S. Dickinson – N. Plan Website £7.20 (chq 2564) ii) K. Monsey Cemetery Grass August £280 actually did 5 cuts so £350 (chq 284).

iii) HMRC – National insurance contributions August £21.14 (chq 2565).

iv) Anglian Water (Wave) Allotment water from 4/5/23 to 19/8/23 £268.63, Cheque made out to the clerk, she had to pay over the phone as it became overdue within August. (chq 2566).

v) The Play Inspection Co. £196.80 (chq 2567).

b) Budget and actual spend comparison to date - Most Councillors haven't had the chance to take a look. Move this item to the October meeting.

c) To decide the Allotment rent for the year 1st October 2024-25. **Decision:** Although there is to be a rent increase of £90 next year from Norfolk County Council to the Parish Council for the site, it was resolved to keep the allotment rent the same next year.

d) To decide Cemetery fees April 2024 to April 2025.

The Council decided to not increase the precept or anything else last year, so cemetery fees were not discussed in 2022 for 2023-24.

Clerk - There have been problems with a funeral director not giving enough notice for interments, often relatives or the stonemason get in touch before they do and I have had to contact the funeral directors to enquire why they haven't been in contact. Contact has only been made 4 days before two of the burials they arranged this year and one after the burial into an existing plot had occurred. It does say on the price list sent to funeral directors that they are to notify the Clerk as soon as possible. Should we put a charge on late notice to try and stop this from happening? Luckily, although I only work 13 hours a week, I am at home most of the time for the emergency calls and e-mails but when I go on holiday, it is a panic. When I used to go away for more than a week, I left details with one of the Councillors but now I only go away for a week I started to put a stake in marked 'next plot' so that Rev David would know what to instruct the funeral director, which I wouldn't need to do if the funeral director gave more notice.

N.B. Rev David has retired so we no longer have that safety net.

Decision: It was resolved to increase the fees for Exclusive rights and interment fees for burials from £210 to £215 and for ashes from £85 to £88. The memorial application hasn't had an increase for a few years but will be increased from £82 to £85. There are no increases for a child under 10, which remains at £80

Change the wording on the price list to: Please ensure the Clerk is notified as soon as possible and given at least 5 working days' notice to book a plot, or a late notification fee may be payable and the date required may be unavailable.

e) Millennium Green quotes for repairs. Only 1 quote has come in still. Wicksteed are still to supply their quote, which we have been waiting for since the end of June but the 3rd company we asked would not supply a quote this time, so we definitely need to wait for Wicksteed's quote for a comparison. The quote from Sovereign includes expensive surfacing around the basket swing and gym equipment that may not be necessary. What is the cost for just items a), b), c) if that doesn't need fencing while the work is going on, it could be cheap enough to do, it is quite urgent.

f) To consider the cost of .gov.uk e-mail addresses £140 p.a. **Decision:** When the Clerk originally signed up to be chosen for the trial, it was thought it was free of charge. It isn't worth it to this small Council to pay for a new e-mail. It is an extra £140. *N.B. After the meeting it was found to be £112 for 2 years but still not free.*

g) To consider quotes for the work to Parish Trees this Autumn. Only 1 quote is in for all of the trees and 2 quotes for replacing the lime on the Millennium Green. This is not pressing so we can wait for more quotes to come in.

There being no further business the meeting closed at 21.50
Next meeting of the Parish Council is on 3rd October 2023 at 7.30pm.