

LINGWOOD & BURLINGHAM PARISH COUNCIL

**Minutes of the Parish Council Annual General Meeting,
held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood,
on Tuesday 14th May 2024 at 7.30pm.**

Present were – Ian Chapman, Brenda Jones, Cheryl Grace, David Robinson, Roz Simpson, Jenny Stafford and Clerk - Sonya Dickinson. Newly Co-opted Councillor Brenda Jones signed her declaration of acceptance before the meeting started.

24/60. Election of Chairperson & Vice Chairperson: The nomination forms were counted. a) David Robinson was unanimously voted in as Chair. b) There were 2 votes each for Richard Morton and Jenny Stafford. Richard was not in attendance so was not able to say whether he wanted to be nominated as Vice Chair again. Jenny was asked to leave the room for a show of hands vote. Councillors present voted Jenny in as Vice Chair.

N.B. Cllr Brenda Jones did not nominate or vote.

24/61. Welcome and Apologies for absence: Apologies were received from Mike Ingram, Richard Morton and Ian White.

24/62. Election of Officers/ Appointments to Representative bodies:

a) Village Hall – Mike Ingram. b) Emergency Planning Parish Co-ordinator – Sonya Dickinson and Roz Simpson. c) Tree Warden – Ernest Hoyos. d) Footpath Warden – Tony McKie. d) Neighbourhood Plan monitor – Mike Ingram. e) New position since last year: Buckenham Ancient Woodland Trust Representative/Trustee – Ian White.

24/63. Declarations of interest: None.

24/64. Public Forum: (15 minutes allocated for public participation with a maximum of 3 minutes each).

We were joined by 5 members of the Public and District Councillor Jess Royal.

District Councillor Jess Royal – Jess sent a report to the Council and read a summary:

It's been quite quiet recently at Broadland District Council (BDC). Congratulations on getting the Neighbourhood Plan voted in on 2nd May. The Council has increased its stock of temporary accommodation and has become a Registered Provider of Housing. A new company called Broadland Living has been set up, which should in time provide affordable housing for residents. There have been issues with garden waste direct debit payments but the Council is working to correct this. There is still some Pride in Place grants available. Ward grants are coming soon. Public – Buses? The bus stop by Homelea, buses are not picking up there.

David – There was a miscommunication at the start of the Electric bus service. At around lunch time they need a change of bus so it terminates at the Kings Head and doesn't pick any new passengers up. The new bus starts at the Kings Head but the drivers should pick up at the chippy or Homelea and Station Road on their way to the Kings Head but they weren't. They have assured us this has been sorted now. One of the old drivers says he will pick up at Homelea and Station Road when out of service and drop people to the Kings Head stop, free of charge, just in case the new bus driver forgets to stop to pick up on the way and heads straight for the Kings Head.

24/65. Minutes of the meeting 9th April 2024: Were signed as a true record.

24/66. Matters arising from 9th April 2024 Meeting: When are Keep Britain Tidy dog signs going to be put up? Clerk – I will put one on the fence at the front entrance of the Millennium Green and one on the fence at the entrance from St Peters Road. Where else can they go?

Cheryl – The cut through from Clarkson Road to Homelea could do with one, can they be put on a cycle barrier somehow? Clerk – It would be hard to fix it to a cycle barrier. Cheryl – Someone might not mind it being on their fence?

David – Do we need to fill in the Keep Britain Tidy survey? Councillors decided it wasn't necessary.

24/67. Correspondence: None.

24/68. Planning: a) 2024/0648: Two storey side extension. Replacement garage with parking and dropped kerb. Estelle Cottage Alison Close Lingwood Norfolk NR13 4BN.

Cheryl - I couldn't see a Broadland planning notification nearby, when do they go up? Clerk – They should put it up when the application letter go sent to us.

There is a concern that 3 Phoenix Drive might not have been informed as it isn't on the same road but will be impacted by a 2 story full height extension. As long as they have been notified and have no objections then there is nothing to object to from the Parish Council's perspective.

Decision: Unanimous support.

24/69. D-Day 80 - 6th June 2024 Celebrations: Clerk – The beacon lighting is at 9.15pm Jayne (RBL) – I am trying to get someone for the Last Post, they are getting back to me. The British Legion standard bearer is liaising with Scout Leader Colin Goff and they will bring their standard bearers from the Scout hut at the same time and walk to the Millennium Green.

Clerk – I have printed and laminated the Tribute for Jayne to pass to the Major to read.

Jayne – Will he read it all or will it be split up? If it is split up, the Major could say the Exhortation. The RBL standard bearer has just said he would be able to do the Kohima to finish the evening. Councillors decided that the Tribute should be divided up. The first section the Major will read, the second section Jenny will read, the third section Mike will read and the final section Roz will read. The Clerk gave a copy to Jayne for Major John Reed and will send the Councillors copies of the sections they will read.

Jenny – Fancy Jacks will do flapjacks with the D-Day 80 logo on them. The cost for 100 is £1.85 each. They will do 3 flavours, they are all gluten free, some vegan and some dairy free. The trouble is we don't know how many people will turn up.

Clerk - We could ask the cost of 80 as it is D-Day 80. @ £148 but as we aren't buying 100 might be slightly more.

How to monitor the flapjack distribution? A cloakroom ticket given on the day people turn up?

Jenny - The celebrations coincide with fish & chip day. I can go to the chippy and ask if they want to advertise a deal, then people could get their fish n chips and eat them on the green.

Clerk to liaise with Scout leader Colin Goff ref timings.

24/70. Neighbourhood Plan: The Clerk read Mike's report. An 85% YES vote was achieved at the referendum on Thursday 2nd May. The Plan will now form part of the Development Plan for the Parish and will be used by Broadland District Council planning team when future planning applications are lodged. The Plan will formally be put to the Full Council at their meeting on 26th July.

24/71. Methodist Chapel Memorial Plaques – A hook for hanging the wreath: The Clerk put this onto the agenda as Jayne from the Royal British Legion (RBL) mentioned it at the Annual Parish Meeting and the Clerk didn't know if it was a request to the Parish Council for a hook. Jim from the Village Hall has sorted a hook for wreath hanging.

Jim – We were going to order a memorial bench with a 'Tommy' figure on but they are over £1,000 and we will have to raise the funds. I am altering the flag to a standing Jack so it doesn't get tangled.

Q. Would the bench be in the way at wreath hanging time. Jim – The bench would be bolted down but could be moved for Memorial Sunday. An alternative could be if the Wreath was placed on the bench at the service and it can be put up later using steps.

Councillors agreed that putting the wreath onto the bench and being put onto the hook later was a good idea.

24/72. Buckenham Ancient Woodland Trust: Ian White's report was read by David. Summary: There has been positive movement with hopeful purchase in the Autumn. The next awareness event will be 30th June at the Village Hall fete.

More volunteers are welcome.

24/73. Electric Vehicle Charging points and parking: Clerk – I got in touch with Beighton Builders to ask when the work will commence. They have been really busy and have not forgotten but will have to re-quote due to concrete prices increasing.

David – Rob from Galliford Try is keen to help with community projects so might help with the car park bits.

24/74. Highways: David – I saw Rob on Friday at the open morning Galliford Try held at the Village hall. The central reservations have been closed for ours and their safety. He mentioned a tragic accident in Cambridge recently with similar junctions.

There is stuff going on despite the final appeal. They are happy to look into anything we want help with.

Jess – Jan Davis spoke to project managers from Galliford Try and they offered a site visit, the Brundall PC Chair was interested. The leader of BDC said this should be opened to all Parishes that are affected.

David - They have pledged to work more closely with Norfolk County Council Highways.

Ian – Did we write a letter to Burlingham House with regard to their staff speeding to and from work? Clerk – No, I haven't.

Ian – They knocked the sign over at the end of Dell Corner Lane some time back and the other day a member of staff was speeding and driving dangerously to Burlingham House. I tried to call Burlingham House to complain but there was no answer.

Clerk – It might be a matter for the Police to monitor speeding and dangerous driving. I'll ask if they could go and speak to someone at Burlingham House.

- 24/75. Finance:**
- a) Payments Received from: i) BDC Parish Precept 1st instalment. £14,166.
 - b) Authority to pay was requested for: i) HMRC N.I. Tax for April £61.97 (chq no. 2594).
ii) K. Monsey – Cemetery grass April £300. (Trf 24/5/24).
iii) Lingwood Village Hall, towards Brass Band £250. Still to find out who to pay.
iv) E.A.S Grass cutting at the Millennium Green. £208.80 (Trf 24/5/24).
v) Westcotec Bus shelter £4,849.20 (Trf 24/5/24).
vi) The Conservation Volunteers Norfolk. Wildflower area dig over and seed £340 labour and £190 for the seeds + VAT = £636. With an extra discount the invoice came to £576 (Chq 2596).
 - c) Retrospective Payments: i) HMRC N.I. for March, paid in April. £39.17 (chq 2593).
 - d) To consider Churchyard grants for Lingwood PCC (St Peters Lingwood), St Andrews N. Burlingham and St Edmunds South Burlingham. **Decision:** It was resolved to pay £150 each. (Trf 28/5/24 to St Andrews, Trf 30/5/24 to St Ed's and St Peters).
 - e) Chairman's allowance for new Chairman. Chair David Robinson left the room whilst this was being discussed. **Decision:** It was resolved to pay £600 again this year. (Chq 2595).

There being no further business the meeting closed at 20.35
Next meeting of the Parish Council is on 4th June 2024 at 7.30pm.