

Minutes of the Mundford Parish Council Virtual Meeting by Zoom on 4th February 2021

PRESENT:

Councillor J. Musgrove (Chairman) Cllrs D. Goodrham, K. Weight, S. Eyres, N. Enderby S, Welsh, S. Booth, S. Morris and District Cllr M. Nairn and County Cllr F. Eagle. There were no members of the public.

1. THE CHAIRMAN'S OPENING REMARKS

Good evening everyone, hope you are all well. Firstly, I would like you to join me in welcoming Sean Morris our new Councillor who was co-opted at the last meeting. Cllr S. Eyres and myself have been to review the Christmas tree which is being kindly donated again for December. I spoke with the builder in Crown Road regarding the water road closure on 15th Feb for three days. The electric does not require a road closure but there will be traffic lights. Gas still in obedience. We will put signage at the end of Pig Sty Lane at the Bowls Club end to let people know the footpath is closed for the three days. (This has since been moved to the 8th February).

2. APOLOGIES OF ABSENCE

Cllr B. Ellis.

3. ACCEPT AND SIGN THE MINUTES

The minutes of the meeting in January were accepted as a true and accurate record. This was proposed by Cllr S. Booth and seconded by Cllr D. Goodrham. All agreed except Cllr S. Morris who was not present.

4. TO RECEIVE DECLARATIONS OF INTEREST

Cllr S. Eyres for items 6.2 and 7.

5. PUBLIC PARTICIPATION

None.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

- The Clerk has reported several pot holes around the village and some of them have been refused. Clerk to email Highways to reiterate the importance of getting the pot holes filled and that Highways are liable should any accidents occur.
- Highways have replied to confirm the new location for the SAM2 sign at the end of Green Lane is acceptable.
- Some of the grit bins needs refilling. Clerk to contact Highways to arrange.

6.2 Village Footpaths and Verges

- There two overgrown hedges on St. Leonards Street have now been cut.
- We have received a quotation from TTSR for the next 3 years. This has been reduced by £224 from last year due to removing the village green and a further overall reduction of around £200. Last year it was £3147. In 2021 = £2756, 2022 = £2784 and 2023 = £2812. It was proposed by Chairman J. Musgrove to continue with TTSR for a further 3 years. This was seconded by Cllr D. Goodrham and all agreed. Clerk to contact TTSR to ask why the grass verge opposite London Lane has been missed off the quotation before confirming the contract.
- The Village Green will need three quotes. Mower cuts taking grass away and strimming edges. This will be sorted out once lockdown has been lifted. Blooming Gardens would like to be considered for this job.
- Clerk to find out if Highway Rangers are still completing work in the area.
- Clerk to re-send Cllr S. Welsh details of getting agreement to locate a new dog bin for Nazer Close.

6.3 Allotments

All allotments are looking good.

6.4 Handyman/Gardener

The handyman and his family had been unwell. The Parish Council sent their best wishes for a speedy recovery.

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6.5 Allotment Hut

Cllr N. Enderby was unable to obtain some Nordmann firs. The cost of hedging packs is around £60 to £80 each. We would require 3 packs. Thetford Garden Centre are selling potted Norway spruce trees for £17.99. Chairman J. Musgrove will purchase the trees.

6.6 Reconditioned Laptops for Primary School (s137)

The five laptops have been purchased and provided to the local primary school and were much appreciated. This was proposed by Chairman J. Musgrove and seconded by Cllr D. Goodrham. All agreed.

County Cllr F. Eagle confirmed that Norfolk County Council have provided 2,000 laptops to schools in the County including Swaffham. If assistance is required, please contact Hammonds Educations Trust.

6.7 Phone Box/Planter

For a recycled planter which is 1000 square approx. by 450 high and a 50p piece shape with overlapping corners is around £550 plus delivery. Timber 1000 square by 530 high with metal insert is over £1000. An alternative would be half barrel and 2 need replacing near the bus stop and roundabout. It was agreed to approach a local builder/bricklayer to provide a cost for a brick enclosure instead of a planter.

6.8 Business Continuity Plan

This has been circulated and everyone agreed this can be put in place.

6.9 Rural Mobility Bid

This relates to the bus service possibly being provided if the Council is successful in their grant application of 0.5 to 0.6 million pounds. This is to cover the price of the vehicle and two years running costs. They have asked if we would provide any funding if they were successful. They think our and other Parishes support would enhance their chances of securing the grant. Cllr S. Eyres was against providing financial support. This was due to the bus service which was previously financed by the Parish Council and wasn't used frequently by the residents was eventually terminated due to the high expense costs. Chairman J. Musgrove proposed that consideration is given for financial support in the future should this proven to benefit the residents of Mundford. This was seconded by Cllr D. Goodrham. Five Cllrs agreed. Clerk to send email to the organiser confirming the decision.

7. CORRESPONDENCE

The original quote to obtain a new bench was £576 and this was reduced to £487 after Chairman J. Musgrove asked for a discount. It will cost £21 for a new plaque. Mrs Burton is happy with the plaque currently located on the bench on the corner of Crown Road to be moved to a new location on the Cricket Club field. In addition, it will cost £6 for new slats for the bench at the memorial as it was vandalised. The delivery would be £120. It was proposed by Cllr S. Eyres to allow a resident to collect the bench and offer £20 for mileage. Chairman J. Musgrove proposed to purchase the bench, plaque, slats and pay mileage. This was seconded by Cllr S. Welsh and all agreed.

Cllr Eyres asked for a contact at the bench company to buy a large post. There are two spare posts from the purchase of notice board. It was proposed by Chairman J. Musgrove to sell the posts for £40.00 each. This was seconded by Cllr S. Welsh and all but Cllr S. Eyres agreed.

8. FINANCE

8.1 Payments and Cheques for the November invoices

The following payments were authorised on Thursday 4th February. This was proposed by Cllr K. Weight and seconded by Cllr N. Enderby. All agreed.

The cost of adding the Annual Parish Meeting insert into the Mundford Messenger would be £30.00. This was proposed by Cllr S. Booth and seconded by Cllr S. Welsh. All agreed.

The Clerk completed a new budget form for 2021/2022 as part of her CiLCA. Clerk to circulate this to all Councillors.

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Description	Amount
Balance for January 2020 (minus the following direct debits)	£12,580.87
Opus Energy Parish Office Electric	£11.16
E-On Street Lights	£122.92
Everflow Water Rates	£7.80
XLN Telephone/Wifi Parish Office	£49.14
Opus Energy (Allotment Hut Invoice)	£11.16
Total Direct Debits	£202.18
Receipts	Amount
Christmas Tree Donation	£20.00
HMRC TAX Refund	£1,652.52
Total Income	£1,372.52
Balance	Amount
After Direct Debits and Income	£14,051.21

Cheques	Description	Total
BACS	Westcotec Street Light Maintenance	£59.23
BACS	Laptops for Mundford Primary School (s137)	£1,080.00
BACS	Norfolk Parish Training & Support – Induction Training for Sean Morris	£40.00
BACS	Handyman and Clerk Wages	£661.15
Total Paid		£1,840.38

Balance in Community Account	Total
February 2021	£12,210.83
Balance in Savings Account	Total
February 2021	£25,881.57
Balance for Miscellaneous Items	Total
Chilzone	£1592.96
Outdoor Sports and Play	£996.50

8.2 Web report for January

- There were 236 visitors in January.

8.3 To Appoint Internal Auditor

Serena Barnes has confirmed she is happy to continue as Internal Auditor for £80.00. This was proposed by Chairman J. Musgrove and seconded by Cllr S. Eyres. All agreed.

9. PLANNING APPLICATIONS

Reference Number:	Address:	Date:	Description:	Outcome/ Update:
3PL/2020/1152/F	Proposed Additional Poultry Barn (B10) Cold Store & Wash Area & LPG	28/10/2020	Mundford Poultry Farm, Cranwich Road	Undecided
3PL/2020/1439/HOU	St Kildas, St Leonards Street	16/12/2020	Demolition of existing garage and replace with a larger triple car garage with a room above and behind. Removal of the side porch and replace with a new wooden window to match the existing. Render the rear/back and sides of the cottage	Approved
3PL/2021/0085/LB/ 3PL/2021/0084/HOU	33, The Old Rectory St Leonards Street, Mundford	26/01/2021	New Car Port	Undecided

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10. STREET LIGHTING

An order has been placed with Westcotec for extensions etc as agreed at the last meeting.

The Chairman has been in communication with the owner of St Kilda's and he has agreed to have a lamp post in his garden next to the existing telegraph pole. His concern is the nature of the column and lamp proposed by Westcotec. It is the standard galvanised column with both a street lamp and a solar panel mounted at the top. The Chairman has found a more aesthetically pleasing solar street light unit available in a black finish. The original quote for the Solar Street light with a 6-metre column in St. Leonard Street is £1800 plus VAT. Westcotec will provide a quotation.

11. REPORTS

11.1 District Cllr Mike Nairn

The annual precept will be decided at the end of the month. The weekly updates provided by Breckland Council are very comprehensive and contain lots of useful information. The vaccination programme is ongoing and many local surgeries are now offering them. Please wait for confirmation from your surgery or NHS Direct for an appointment.

11.2 County Cllr Fabian Eagle

The Avian protection zone was lifted on 27th January. The national housing order still applies until the end of March. Norfolk Flooding Commission has provided an additional £650,000 against flooding. The Government called for evidence for flood funding change to how insurance works.

There is currently an issue with school leavers that live in remote locations to get to further education due to lack of public transport. Please contact me if this impacts anyone.

12. MEMBERS' MATTERS

- The Clerk has created a risk assessment for the village. The Clerk and Chairman will walk around the village to complete the assessment once lockdown has been lifted.
- Cllr S. Eyres concerned that no files have been archived for some time. This needs to be taken to Norwich. County Cllr F. Eagle kindly offered to take any items which need to be archived to Norwich.
- Cllr S. Eyres disappointed that posters are being stuck on the bus shelter when there is clear sign asking people not to do this. It costs the Parish Council a lot of money to remove the sticky tape from the bus shelter.
- Cllr N. Enderby confirmed that a refuse collection lorry had not closed the back and litter was being blown everywhere. District Cllr M. Nairn advised that should this happen again then Councillors need to report this straight away to Breckland. (District Cllr M. Nairn has since reported this).

With nothing more to discuss the meeting closed at 21.34pm.

Chairman: _____ Date: _____