

Minutes of the Mundford Parish Council Meeting 7th October at Mundford Cricket Club

Those present: - Councillors S Eyres, J Musgrove, N Enderby, D Goodrham, S Morris, S Allen, S Booth and C Pryke. County Councillor Fabian Eagles.

1. CHAIRMAN'S OPENING REMARKS.

Chairman welcomed Louise Morris to her first meeting as Clerk. He thanked all of the councillors for their assistance during the time that the council was without a Clerk, particularly Councillor J Musgrove.

2. APOLOGIES.

District Councillor Mike Nairn

3. ACCEPTANCE AND SIGNING OF PREVIOUS MINUTES.

Proposed Councillor D Goodrham and seconded Councillor S Morris. Approved by all present. Minutes signed by the Chairman as a true record of the meeting.

4. Declaration of Interests.

Cllrs S Eyres, J Musgrove and S Morris item 9.1 Finance. Cllr S Morris item 7.3 as an allotment holder and Cllr S Eyres Parish Office item 7.6 as he had been employed by one of the contractors that provided a quote.

5. Public Participation.

None.

6. Reports.

District Councillor Mike Nairn. Report read by Councillor J Musgrove. The issue with the Bowls Club is moving along and Councillor Nairn is meeting with a solicitor and hopes that it will be sorted soon. Breckland Council Management Team and Sarah Barsby will be visiting the village to ask residents about any issues with Breckland. Councillors discussed issues that may be raised, including Road sweeper on Swaffham Road and grass cutting. List to be added to.

County Councillor Fabian Eagles discussed "A million Trees for Norfolk Scheme" and the opportunity to obtain Heritage orchard and specimen trees for the Parish. He offered L-shaped flood barriers if needed. It has been discovered that the grass on the footpath from West Hall to Cranwich has not been cut despite the contractors being paid to cut it twice a year. He is looking into the matter.

Councillor S Eyres explained about the drainage issues in Crown Road/ Malsters Close. He also asked about the progress of the dropped curb quotes. Councillor D Goodrham asked about the local road signs being cleaned and pointed out that the white lines around the roundabout are being rubbed away. County Councillor Eagles agreed to look into those issues.

7. Matters Arising.

7.1 Outstanding Highways Matters.

Councillor N Enderby has met with highways to inspect and discuss the ongoing Swaffham Road drainage issues. Highways have agreed to class the issue as a priority.

Post for SAMS 2 has been fitted. Councillor N Enderby enquired about the data from SAMS 2. Training still owed from Westcotec, Clerk to be trained when more settled into the role.

7.2 Village Footpaths and Verges.

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Bruce looked at the pipe on the Lynford turn and couldn't see a problem, although Councillor N Enderby reported that he had still seen some spoil. Councillor S Eyres said he would ask Bruce to check again. Councillor N Enderby reported that advertising boards at Browns are obstructing the path. Clerk to post a letter. Rats spotted at 16 Brecklands- ongoing issue. Clerk to contact District Councillor Mike Nairn to see if he can update the Council on the situation.

Overhanging branches at 133 the Lammas and 17 Fir close, obstructing the pavement and hedge at 1 Fir close too. Clerk asked to write letters to them all.

7.3 Allotments.

No waiting list for the allotments now, this needs to be advertised in next month's Mundford Messenger. Mundford residents only. Councillor S Eyres thanked Councillor J Musgrove and his wife for planting the hedge. Concrete by the hut needs to be broken up to allow two 6ft spruce trees to be planted. To be discussed at the next meeting.

7.4 Allotment Hut.

Councillor J Musgrove has painted the shiplap boarding and will liaise with Councillor N Enderby to decide a date to commence the work. More keys have been cut for the allotment and some are yet to be collected. The water tanks have been filled 6-8 times this year. Councillor S Allen said that the owner of the private allotment where the burning of the hedge cuttings was due to take place has offered to burn it herself. Councillor S Eyres asked to pass on the thanks of the Parish Council.

7.5 Handyman/Gardener.

The Clerk read out the jobs that Bruce had done this month. Bruce's wages query sorted out. Holiday pay and holiday forms to be completed in the future.

7.6 Parish Office.

Councillor S Eyres thanked Councillor S Morris for filling and painting the walls.

Councillors voted not to have a trickle vent in the window. Councillor J Musgrove proposed Style to fit the new front, seconded by Councillor C Pryke. Approved by 5 Councillors. 3 abstained. Door opening to be changed to be the same as existing door, thumb lock to be added and trickle vent to be taken off.

7.7 Litter bin/ Dog Bin.

Litter bin outside the bowls club has been temporarily mended. Delayed delivery of new bin. Now expected w/c 25th October.

7.8 Clerk.

XLN £10 monthly sim only contract agreed. Clerk to order. Councillor C Pryke has offered to donate an old iPhone for Clerk to use.

7.9 Councillor Vacancy.

No interest as yet.

7.10 Platinum Jubilee.

Clerk read an email from the Mundford Messenger, offering £100s to be decided for sponsorship and ideas for activities. Clerk to thank them and also to contact Circle of Friends to ask about interest. Add to next agenda.

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7.11 Remembrance Day.

Update from Councillor D Goodrham, there will be a morning prayer service at the church from 9.45 to 10.30 with Reverend Linda Lubbe and then the congregation will walk to the memorial for the Memorial Service and laying of the poppy wreaths. It was decided to staple the poppies to the net and Councillor J Musgrove has tested that the poppies are waterproof. Memorial area to be swept before the day. Councillor J Musgrove proposed £75 donation to the Poppy Appeal. Seconded Councillor D Goodrham. Approved by all present with a show of hands. Sam Fricker to be paid after the November meeting. Councillor J Musgrove to carry out flagpole maintenance with Councillors S Morris and S. Booth.

7.12 Christmas Tree Lights On.

Councillor D Goodrham to enquire about the choir. St Leonard's Court not yet approached. Christmas tree has been sorted- discuss at November meeting. Father Christmas has been organised. Councillor J Musgrove has spoken to Yallops and Mundford Fish Bar as well as The Crown. The Coach House can be used for Father Christmas if needed. Hot chocolate and cups need to be ordered from Viking. Councillor J Musgrove has a price for audio system- 2 microphones, 2 speakers and 2 stands £438 inc VAT. Councillor J Musgrove proposed to buy, seconded by Councillor N Enderby. Approved by all present with a show of hands. Possibly use the audio system for Remembrance Day.

7.13 Litter Pick.

12 people attended the litter picking and all signed the Risk assessment to update the records. 17 bags of litter were collected. Wednesday 8th December confirmed as the next date.

8. Correspondence.

Councillor J Musgrove explained about the HM Lord Lieutenant's Memorial Plaque and the possibility of it being displayed on the village sign on the village green.

9.0 Payments.

Councillor J Musgrove explained about the Zoom annual subscription. Payments proposed by Councillor D Goodrham, seconded by Councillor S Booth. All present except Councillors S Eyres, J Musgrove and S Morris approved the payments.

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Payments for September 2021 Invoices			
The following payments were authorised on October 8th 2021			
	Current A/C	13314.11	
	Petty Cash	89.73	
Balance for September 2021		13403.84	
Minus the following direct debits			
E-On Street Lighting		£122.92	
XLN Phone and Broadband		£51.54	
Everflow Water Rates		£10.57	
OPUS Energy - Allotment Hut Electrics		£11.70	
OPUS Energy - Office Electrics		£16.65	
Total Direct Debits		£213.38	
Plus the following bank receipts			Petty Cash Receipts
Precept 1st Payment		£16,500.00	
Allotment key P Hubbard		£10.00	
Key Linda Martin			£10.00
Key Anna Burgess			£10.00
Key Martin Langslow			£10.00
Found in drawer			£2.85
Total Income		£16,510.00	£32.85
Balance after Direct Debits and Income		£29,610.73	
Payment Method	Description	Total	Total
Petty cash	J Musgrove , items see sheet		£38.39
Petty cash	Paint for office		£17.00
Petty cash	Biscuits and card for neighbour giving access		£3.88
BACS	J Musgrove Zoom annual subscription	£143.88	
BACS	Anglia Computer solutions anti virus	£28.80	
BACS	D J D Plumbing - fixing toilet	£51.00	
BACS	WEL Medical - de fib kits includes credit note	£67.02	
BACS	PFK Littlejohn	£360.00	
BACS	Bruce McIsaac wages & expenses	£145.65	
BACS	Louise Morris wages	£155.16	
BACS	NALC x2 courses for Clle	£129.60	
BACS	1st Choice Installation - cavity wall	£438.90	
BACS	HMRC paye	£280.01	
BACS	A Shepherd Community Car Scheme	£450.00	
BACS	Serena Barnes- updating spreadsheets and training Clerk	£200.00	
BACS	Westcotec street light maintenance	£59.23	
BACS	Stefan Eyres- mesh fencing and pins for christmas tree	£59.18	
BACS	Stefan Eyres- 2x Combi drills for bulb planting	£139.98	
BACS	Stefan Eyres- 2x Auger bits for bulb planting	£35.98	
Total BACS payments made		£2,744.39	£59.27
Balance in Community Account for October 2021		£26,866.34	
Balance in Savings Account		£25,883.52	
Balance in Petty Cash		£63.31	
(Ring Fenced moneys Chilzone £159296 and £96.50 for outdoor sports and Play)			

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9.2 Web report for September

Councillor J Musgrove explained that the Government Audit needed to be displayed on the website by September 30th which has been done.

10.0 Planning Applications.

Reference Number:	Description:	Date:	Address:	Outcome/ Update:
3PL/2021/0856/F	Glamping Pod Annex	04/06/21	Glebe Cottage West Tofts Road Mundford	Approved
3PL/2021/0406/F	New shepherd's hut and stabling to enable equestrian based holidays	24/03/2021	1 Methwold Road Mundford	Undecided

Clerk to check the status of the Shepherd's hut application.

11.0 Street Lighting.

Councillor S Eyres explained the situation about the Lights on Impson Way that have yet to be dealt with, still awaiting a reply.

12.0 Members Matters.

Councillor D Goodrham asked who is responsible for the display board on the village green as it is falling into a state of disrepair. Clerk to investigate.

Next meeting Thursday 4th November 2021. At 7.30 PM at Mundford Cricket Club.

Meeting closed at 9.58 PM

Chairman _____ Date _____