

MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH
COUNCIL HELD AT
7:00 pm ON TUESDAY 3rd NOVEMBER 2020 BY REMOTE ATTENDANCE VIA
ZOOM VIDEO CONFERENCING

PRESENT

COUNCILLORS: Mr P Rowe (Chairman)
Mr V Barrell (Vice Chairman)
Mr S Cullington
Mr K Harkin-Perry
Mr M Knight
Mrs S Holland (District Councillor)
Mrs M Kiddell
Mr D Roper (County Councillor)

CLERK: Mrs C. Lake– Parish Clerk

Reports and Parishioner's Question Time

Broadland District Council: Councillor Holland reported that the waste contract is currently being looked at and will be decided at cabinet. There is more help available on the help hub for people who are self-isolating. There were a lot of teachers who helped before they have since returned to work after the schools re opened.

Norfolk County Council: Councillor D Roper reported that NCC have held numerous meetings regarding the second lockdown that is due to start on Thursday 5th November 2020. He confirmed that libraries will not open during this period. There was a coronavirus outbreak at a Watton factory it was reported that there were lots of symptomatic people in the workplace. It was also noted that an increase in COVID-19 cases in Norwich is linked to UEA students. Councillor Roper hoped that by 2nd December Norfolk could hopefully get back to a tier 1 level.

Money is being supplied to district council for food boxes, still waiting to hear what money is coming from the government to help assist with the second lockdown. Councillor Roper had a conversation with Spixworth Helping Hands regarding their missing food boxes. Helping hand members had asked if a grit box could be purchased to use for food parcels.

AGENDA

- 1. TO ACCEPT APOLOGIES FOR ABSENCE**
K Vincent, S Vincent
- 2. DECLARATIONS OF INTEREST**
Nothing to report.

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Chairman 1st December 2020

3. CO-OPTION OF PARISH COUNCILLORS

No applications were received.

4. MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting held on the 6th October 2020, were agreed, and signed off by the Chairman as a true record.

5. MATTERS ARISING (NOT COVERED BY AGENDA)

Issue with Parking on Russell Avenue at entrance to Greg's Meadow.
Complaint from resident that vehicles are parking right in front of his property and requested no parking signs to be put up. A sign would need to go on the public highway which would have to be agreed by Norfolk County Council.

6. FINANCE

6.1 Balances were noted. The following cheques and payments were authorised for payment in accordance with the budget as per tabled schedule 3rd November 2020. proposed by Councillor P Rowe. Councillor Holland suggested purchasing Scribe account package to assist the clerk with VAT claims and budgeting. Spreadsheet is good but not so much when there are errors in formulas. With Scribe there is regular online and telephone support.

6.2 Councillor Holland is still trying to find a possible formula error on the bank reconciliation spreadsheet from September 2020. Still no clues as to why the total amounts are different as everything has been entered in correctly.

6.3 The clerk has received requests from the local football club and cycle speedway for a donation to help towards various projects. The council agreed to reinstate the donation policy however this had already been agreed previously at the December Parish council meeting in 2019. The football club put a request in to replace some of their flood lights, Councillor Cullington commented that the original lights the club already had were not good ones and it would not be cost effective to order more if they keep failing. It was suggested that the club do some research and get some professional advice about where to purchase more durable lights.

6.4 Now that the Parish Council have received the grant fund from Broadland District Council it was agreed to use this towards helping the local community and projects that would benefit the people of Spixworth.

6.5 The clerk presented a quote from Cozens for 3 damaged lamp columns number 74, 76 and 64, two had already been reported back in December 2019 but after investigation the council felt that they did not need replacing at the time as the lights still worked. Councillor Cullington and Councillor Barrell offered to go and investigate the lights and report back at the next parish council meeting.

6.6 The council agreed the quote for repair on light column 31

6.7 The council agreed the quote for repair on light column 138

6.8 The council discussed the purchase on more waste bins for Spixworth, Councillor Holland asked if it had been included in the budget for this year and if not to add to the budget for next year. On further discussion the council agreed to purchase a green waste bin for Quaker Lane.

Approved payments for October 2020

Expenses October 2020

| | | | | |
|-------------------|------------------------|--|------|---------|
| 08.10.2020 | Amazon | V Hall Hand Sanitiser Wipes | BACS | 19.95 |
| 08.10.2020 | Amazon | V Hall 5L Antibac gel | BACS | 39.98 |
| 13.10.2020 | Norfolk County Council | 2020/21 Parish Partnership 3 x village gateway signs | BACS | 2250.00 |
| 14.10.2020 | 1&1 Webmail | Web Hosting | DD | 12.00 |
| 16.10.2020 | EON | Streetlight Energy (October 2020) | DD | 1078.31 |
| 16.10.2020 | British Gas | V Hall & Social Club Electric (2.8.20-1.10.20) | DD | 818.06 |
| 23.10.2020 | C Lake | October Salary | BACS | 1399.77 |
| 26.10.2020 | AVG Internet Security | Annual Subscription | DD | 49.99 |
| 27.10.2020 | Opus Energy | Office Electric | DD | 6.80 |
| 30.10.2020 | C Chaney | October Salary | BACS | 286.99 |

Income October 2020-No income received

OUTSTANDING PAYMENTS- agreed on the 3.11.2020 Parish Council Meeting

| | | | |
|------------------|----------------------|---|----------------|
| 4.11.2020 | Cozens | 33 x remaining LED upgrade | £11,880 |
| 4.11.2020 | Norfolk Pension Fund | October Contribution | £494.30 |
| 4.11.2020 | HMRC | October Tax Payment | £431.34 |
| 4.11.2020 | Garden Guardian | October Grass Maintenance | £1238.99 |
| 4.11.2020 | Siemens | Printer Lease Rental & Annual service fee | £196.15 |
| 4.11.2020 | Mayday | Meterage | £16.04 |
| 4.11.2020 | Clerk | November Salary | £1320-estimate |
| 4.11.2020 | Village Keeper | November Salary | £350-estimate |

7. PLANNING MATTERS

The following Planning Applications were discussed by the Council:

Ref: 20201916

Location: 7 Park Road

Description: Single storey rear extension

No comments or objections were received

Applications received after agenda distribution.

Ref: 20201556

Location : 27 Crostwick Lane

Description: Proposed rear and side extensions plus replacement roof

No comments or objections were received

Ref: 20202037

Location: 20 Grant Road

Description: Proposed rear extension

No comments or objections were received

Ref: 20202025

Location: 22 Orchard Road

Description: Increasing size of porch/wc to create ground floor bathroom

No comments or objections were received

8. CORRESPONDENCE

- 1.) E-mail- Norfolk County Council Annual Budget Consultation
- 2.) E-mail-Norfolk Police Newsletter
- 3.) E-mail-NCC TRO notice for Park Road
- 4.) E-mail-Norwich Airport Managing Directors Report

9. HIGHWAY MATTERS

9.1 The council discussed highway schemes that could be put forward for the 2021/22 Norfolk County Council Parish Partnership Bid. Ideas presented were for the road opposite St Peters Church to be widened from St Faith direction, another bus shelter at the bottom of Christine Road and Park Road, children school crossing on Lillian Road north of William Peck Road and another village gateway sign on Buxton Road near the church.

10. AMENITY MATTERS

10.1 The clerk had received several requests for trees to be cut back in the village. Two quotes were provided at the meeting for 4 trees situated on parish council land next to number 29 Orchard Road and 3 trees situated on Greg's Meadow growing into garden of number 78 Cedar Avenue. The council agreed to the quotes and

proceed with the work. Other requests were trees overgrown on grassed area of footpath outside number 42, large shrub that needed cutting back on grassed area outside number 20 Redwing Gardens, trees overgrowing from Greg's Meadow into number 36 Russell Avenue and overgrown trees at the rear of the village hall playing field which were interfering with broadband cables. The council asked the clerk to obtain quotes for this work and report back at the next meeting,

11. ALLOTMENT ACCESS

The clerk had sent an emailing to Nigel Harris at Broadland District Council detailing what had been agreed at the meeting held with Rosa Close residents in 2019 with regards to the access to the allotments. It was Nigel understanding that the access would be from Rosa Close, but this was not the case. Nigel advised the clerk that he will speak with Phil Courtier at Broadland Planning and come back to the council with a suitable way forward so the allotments can start to be used.

12. TO AGREE THE DATE OF THE NEXT MEETING

The date of the next Parish Council Meeting is Tuesday 1st December 2020, to be held by Zoom video conferencing.

There being no further business the Chairman closed the meeting at 9.31pm