

CRIMPLESHAM PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council, convened on
Wednesday, 28th Sep 2022 in the Crimplesham Village Hall. Commenced at 7.30pm with
Councillor Mark Sawatzki in the chair.

Present:

Cllr James Lane
Cllr Kevin Cornwell
Cllr Mark Sawatzki
Cllr Gary Dodds
Cllr Jeff Carter
Clerk – Mike Inder

Apologies:

Cllr David Lane
Cllr Barry Satur

Cllr Mike Howland (Borough Councillor)

In Attendance:

Public present: One

- 54/22 **Introduction and apologies for absence:** Cllr Sawatzki opened the meeting with a minute's silence and reflection to mark the passing of HM Queen Elizabeth II. Apologies for absence received as above were accepted.
- 55/22 **Declarations of Interest:** None.
- 56/22 **Reports from County/Borough Cllrs and Norfolk Constabulary:** Cllr Howland had provided his routine reports that have been disseminated.
- 57/22 **Public Forum:** A motion to suspend standing orders to allow a presentation by the UPP Community Liaison Manager was proposed by the chairman, seconded Cllr Dodds and agreed.
- Mr James Ingham the UPP Community Liaison Manager explained that the company was installing full-fibre networks in the area and Crimplesham was due to be one of the next areas. The company will be installing its own fibre and network utilising the Openreach infrastructure of cabinets trunking and poles but independent of reliability on Open reach for service and fault monitoring and maintenance. There would be a range of competitively priced packages that would meet the need of businesses, home working, entertainment and gaming with up and download speed between 900mb and 1Gb per second. As a company with local engineers and customer support they are also looking to support local communities and events in a variety of ways. They will not be offering VOIP/phone as part of their packages initially as they focus on the main business of reaching customers with fibre to the home but will likely expand to provide that service in future. They are also able to offer packages to assist with customers who may be wishing to leave their current supplier.
- Cllrs thanked James for his presentation after an exchange of questions and answers and invited him to stay for the remainder of the meeting if he wished. The meeting was resumed.
- 58/22 **Minutes of the Meeting held on 20 July 2022:** The draft minutes, having been circulated with the agenda were proposed by Cllr Dodds, seconded by Cllr Sawatzki, and agreed as an accurate reflection of the meeting and duly signed by the chairman.
- 59/22 **Finance matters**
- a. **Approval of Monthly Expenditure:** The payments at Annex A were reviewed, the payments were approved.

Chairman's Initials

- b. **Review of Reconciled Cashbook:** The Clerk advised that he had reconciled the cashbook to the end of Aug, a copy of the reconciliation summary is at Annex B. Cllr Sawatzki conducted the reconciliation sample checks and countersigned the summary record.

60/22 **Planning Matters**

- a. **New applications:**
i. None.
- b. **Application decisions since the last meeting:**
i. None.

61/22 **Health and Safety Issues:**

- a. **Updates and actions from previous meeting:**
- i. Stow Barn Rd loose stones in the road causing hazard. Cllr J Lane reported in Sep that the issue was still prevalent and asked for it to be reported, it was added to the Ranger's request list as an alternative to other unsuccessful reporting methods.
 - ii. The Main Road flood relief scheme of work has been completed and cllrs reported that it appears to have been left in a tidy state and appears to be coping well with the recent rainfall.
- b. **Reports of new issues:**
- i. The clerk stated that he had received a couple of comments from cllrs and the public regarding the overgrown hedgerow from the corner of Market Lane to the end of the Keri-Keri's boundary. Pedestrians are being obstructed from walking safely along the verge. Cllrs requested that the clerk writes to the owners of Keri-Keri to request that they attend the hedgerow as a matter of urgency as this is the ideal time of year to cut it back.

62/22 **Correspondence:** The clerk summarised the following correspondence received since the last meeting:

- a. Pension Regulator notice of re-enrolment date – 28 Feb 23. Clerk to re-enrol.
- b. Small Authorities Audit Opt-out communication. The decision between meeting to remain opted-in was ratified.
- c. OTN group updates on East Anglia Green pylon project and Holistic Network Design proposal. A template letter provided by the OTN group was sent to the MP to request that they put pressure on the department to reopen the review to include East Anglia so that it can truly be considered holistic.
- d. Parish Planning Update sessions invitation. Cllr Cornwell and the clerk are booked to attend.
- e. Parish Assets Management – invitation to use their service, decision to decline as not required was ratified.
- f. Op London Bridge correspondence and updates. The clerk stated that all aspects were dutifully carried out and that the only remaining matter was to consider sending letter of condolence from the Parish Council to the King's private secretary; it was decided that it was not necessary.

63/22 **Parish Matters:**

- a. Village sign refurbishment is ongoing.
- b. Playing Field Charity Trust and management. The clerk had notified trustees that the CC had contacted him to state that they could not accept clause 1,2 and 11 as passed in the 14 Oct 2021 resolution. The reasons and their proposed remedies were unclear and the clerk has responded to seek clarification and to challenge some of the statements made by them, referring to clauses in the resolution where he believes their concerns are answered. In addition, he sent his response to the CAN Engagement Officer who had assisted with the drafting of the resolution; she responded by saying that she agreed with the clerk's view and thought the response was well composed. She suggested a couple of options as a next step if the CC caseworker did not consider the explanations provided as adequate on review. The Cllrs were content with the course of action and there is no requirement for a Trustee meeting yet.
- c. To review Playing Field matters:
 - i. Cllr Dodds reviewed the Google survey form response. There were only 7 responses and the results in quantity and context did not support a major playground project being undertaken. It was decided to focus on maintaining what was in place and install the fitness equipment that a donation had been pledged for, along with a replacement item for the slide with the embankment dispersed once funding could be obtained. Cllr Dodds and the clerk will progress that in the background and bring a proposal to council once ready.

- d. To review Traffic issues:
 - i. Report on SAM2 data. The latest data has been received but has yet to be analysed, it will be posted on the website in due course and any significant findings highlighted.
 - ii. Community Speed Watch report. No activity since Main Road re-opened, the coordinator has lost 2 members who have moved away and another who has been unwell. The advert for more volunteers will be in the next Newsletter.

64/22 **To consider Internal Council matters:**

- a. The Members' Handbook and associated governance documentation, having been reviewed between meetings, was proposed by Cllr Cornwell, seconded by Cllr Dodds and agreed as satisfactory.

65/22 **Agenda Items for the Next Meeting:** Cllr Sawatzki had previously asked if the overgrown vegetation adjacent to the repaired boundary fence can be tended, the clerk was asked to obtain a quote for the additional work from the ground's maintenance contractor, this is ongoing.

66/22 **Date, and Time of the Next Meeting:** Wednesday 16th Nov 2022 commencing at **7.30pm**.

The Chairman thanked those present for their contributions and closed the meeting at 8.30pm

Chairman

Date

Prepared by
Mike Inder, Clerk & RFO

Chairman's Initials

Annex A

Payments for Approval

DATE	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
18-Aug-22	HMRC	PAYE mth 5	21	SO	54.00
28-Aug-22	M Inder (Clerk)	Salary Aug	22	SO	226.49
18-Aug-22	Drax	Streetlighting Electricity IN1106306229/30	23	DD	26.56
18-Sep-22	HMRC	PAYE mth 6	24	SO	54.00
28-Sep-22	M Inder (Clerk)	Salary Sep	25	SO	226.49

587.54

Annex B

Crimplesham Parish Council Summary Reconciliation

Cash in Hand at				01-Apr-22	
Community Account				£ 5,291.20	
Business Premium Account				£ 3,045.62	
Less Unpresented Payments				£ 107.64	
				£ 8,229.18	
Add	Receipts			£ 10,688.27	
Subtract	Payments			£ 2,824.31	
A	Cash in Hand at	31-Aug-22		£ 16,093.14	
Cash in Hand per Bank Statement dated				31-Aug-22	
Cash				£ -	
Community Account				£ 13,354.34	
Business Premium Account				£ 3,045.85	
				£ 16,400.19	
Less Unpresented Payments					
18-Aug-22	Drax	Streetlighting Electricity IN1106306229	23	DD	26.56
18-Sep-22	HMRC	PAYE mth 6	24	SO	54.00
28-Sep-22	M Inder (Clerk)	Salary Sep	25	SO	226.49
					307.05
Add Unpresented Receipts					
					£ 0.00
B	Adjusted Bank Balance				£16,093.14
Error A - B				£0.00	

Chairman's Initials