

# CRIMPLESHAM PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council, convened on Wednesday, 15<sup>th</sup> March 2023 in the Crimplesham Village Hall. Commenced at 7.15pm with Councillor David Lane in the chair.

## Present:

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

## Apologies:

Cllr Barry Satur

## In Attendance:

Cllr Mike Howland (Borough Councillor)  
Public present: One.

- 14/23 **Introduction and apologies for absence:** Cllr Lane opened the meeting and received apologies from Cllr Satur which were accepted.
- 15/23 **Declarations of Interest:** None.
- 16/23 **Reports from County/Borough Cllrs and Norfolk Constabulary:** Cllr Howland had provided his routine reports that had been disseminated. He provided additional reports on the following:  
LIDL have finally got their planning approval for an ECO Store on the edge of Downham Market, this land had originally been earmarked for industrial use.  
In the past 12 months 400 residents have opened their Homes to Ukrainian refugees.  
There will be an application from Medworth for an incinerator on the boundary between East Cambridgeshire & West Norfolk, which the Borough and County are opposed to, and have reinstated the decision to support Wisbech who are currently at the interested party submission hearing stage.  
In 2022/2023 £32,687 has been awarded for 81 community projects supported by Councillors across the Borough.  
All of the Grant money for Airfield Ward for this financial year has been taken up but we look forward to next year when there will be more money available for community projects.  
  
No report received from the County Cllr and the only Police notices were relating to bogus bookings of village halls for illegal raves.
- 17/23 **Public Forum:** nothing raised.
- 18/23 **Minutes of the Meeting held on 18 Jan 2022:** The draft minutes, having been circulated with the agenda were proposed by Cllr J Lane, seconded by Cllr Sawatzki; a query by Cllr J Lane was raised regarding the description of the location of the defective manhole cover but it did not change the context of the item recorded, so the minutes were agreed as an accurate reflection of the meeting and duly signed by the chairman.
- 19/23 **Finance matters**
- a. **Approval of Monthly Expenditure:** The payments at Annex A were reviewed, the payments were approved.
  - b. **Review of Reconciled Cashbook:** The Clerk advised that he had reconciled the cashbook to the end of Feb, a copy of the reconciliation summary is at Annex B. Cllr D Lane conducted the reconciliation sample checks and countersigned the summary record.
  - c. Notice of a 10% (c£157) increase in the ground's maintenance contract was reported; this was due to the continuing high price of fuel and the cessation of allowance to use 'red diesel' for mowers.

Chairman's Initials .....

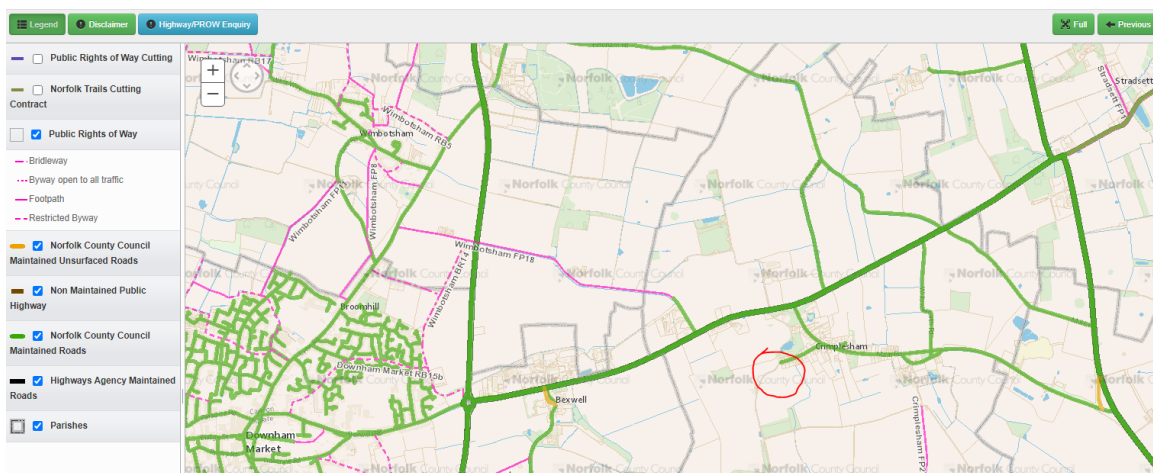
- d. Coronation Event funding – the clerk reported that he had submitted an application to support the idea of a Coronation event. Cllr Satur was unavailable to report, Cllr Dodds offered to use social media to ascertain if the idea had been developed beyond the initial ideas to ascertain if council support was going to be needed and if not then the grant if awarded would need to be returned/unclaimed, if awarded.

## 20/23 Planning Matters

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

## 21/23 Health and Safety Issues:

- a. **Updates and actions from previous meeting:**
- i. Vehicle Activated Sign – The clerk reported that the sign had been reported to NCC and that Amey have forwarded the repair to Westcotec with a 4-6 week expected time for repair, cllrs to monitor and report again if not functioning by the May meeting.
  - ii. Playing Field notice board delamination of the backing board. Cllr Cornwall reported that the backboard was beyond repair, it could be replaced but it was also worth considering replacing the noticeboard with an aluminium one. The clerk will forward website details for suppliers for consideration.
- b. **Reports of new issues:**
- i. Cllr Carter reported that a local resident had been confronted by a tractor driver on Coldham's Lane informing them they were on private land, and they were to leave. Cllr Carter presented paper maps to query public footpaths. However, the clerk pointed out that the definitive maps for Public Rights of Way are to be found on the NCC website under the Interactive Maps on the Highway page by left clicking. <http://maps.norfolk.gov.uk/highways/#> for clarity for those who do not access the internet the snip below shows that the lane in question is not a PRoW (which are shown in purple). Cllr Dodds suggested passing that information on the FB group but there also needs to dissemination of information to those who do not access information digitally, cllrs word of mouth and the next newsletter may cover that and it was suggested that cllrs check to see if there is a sign stating private land and no access and if not perhaps suggesting one is installed by the landowner to reduce the need for confrontations. Definitive maps are at Annex C for reference, and they support that it is private land.



## 22/23 Correspondence: The clerk summarised the following correspondence received since the last meeting:

- a. The Annual Play Inspection company have given notice of an increase in the fee for 2023/24 of £7.50, noted for budget consideration.

## 23/23 Parish Matters:

- a. Village sign refurbishment is ongoing with work suspended until Spring.
- b. To review Playing Field matters:
- i. The clerk reported the that the north boundary hedgerow has been cut and the area around the shed cleared. There were 6 tyres found in the undergrowth that have been brought out and piled for the PC to dispose of.
  - ii. The stumps are evident and need to be assessed to decide whether they are a trip hazard.

- c. Village Hall – Cllr Dodds reported that the insurance had been renewed at a significant additional cost. The Trustees have sent a consultation around the village stating the intent to sell the hall and to date there have been no objections received.
- d. To review Traffic issues:
  - i. Report on SAM2 data. The latest data has been uploaded and analysed with no significant change to trends.
- e. Cllr D Lane reported that he had carried out the annual clean of the bus shelter.

**24/23 To consider Internal Council matters:**

- a. The clerk had notified the Chairman and council of his decision to resign wef 31 March 23 to take on a new challenging role in his home village. The advert for a replacement has a closing date of 17 March and to date one application has been received. Post closing date the chairman stated that he would progress the interview and appointment process. The clerk will ensure the end of year accounts and AGAR preparation is completed or in a position that the successor is content to take over.
- b. The clerk offered to assist with PC election nomination paperwork after the meeting and Cllrs D and J Lane stated that they will be retiring as Cllrs and that a new chairman will need to be elected. Banking signatories will be required to replace all 3 existing signatories, it is anticipated the clerk will fill one of those but 2 further cllrs will need to become signatories (It is simpler if they are known to Barclays for ID verification). *The mandate change process can take a few weeks so cllrs need to start the process in early April.*

**25/23 Agenda Items for the Next Meeting:** None raised.

**26/23 Date, and Time of the Next Meeting:** The Annual Parish Meeting will be held on Wednesday 17 May 2023 commencing at **7.00pm**. followed by the Annual Meeting of the Parish Council, which will be the first meeting of the new term of office.

The Chairman thanked those present for their contributions and closed the meeting at 8.20pm

Chairman .....

Date .....

Prepared by  
Mike Inder, Clerk & RFO

Chairman's Initials .....

## Annex A

## Payments Approval

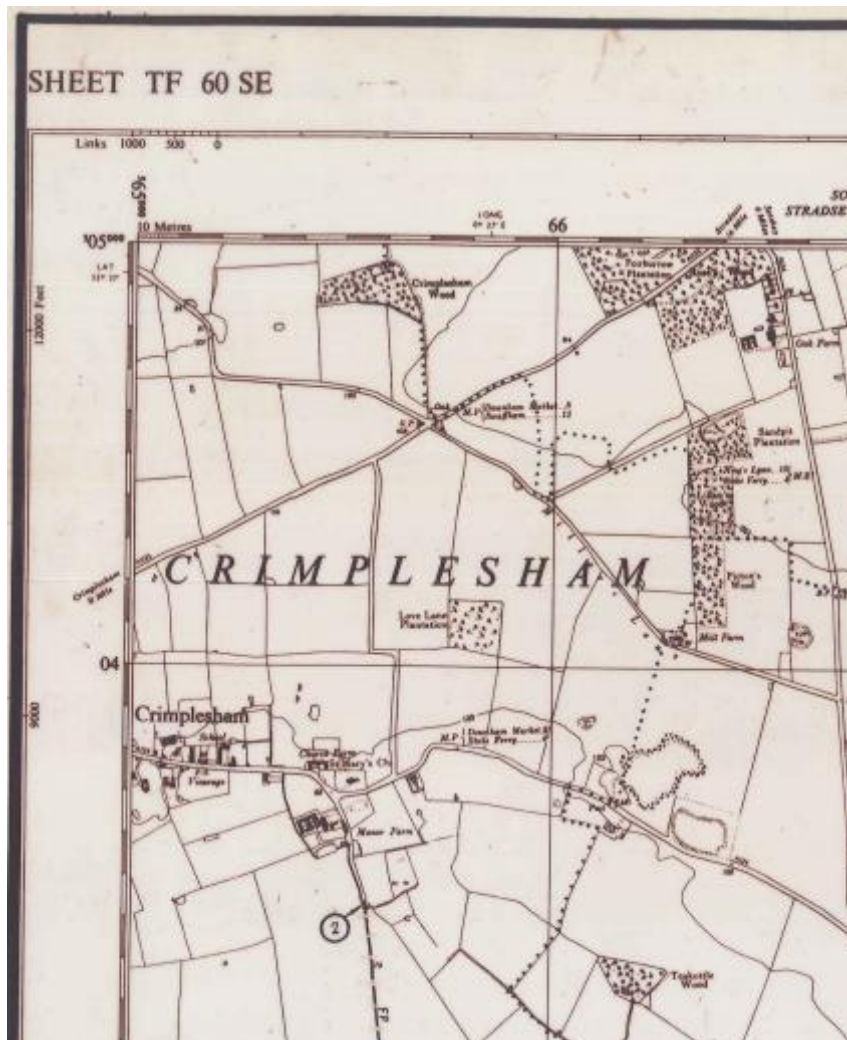
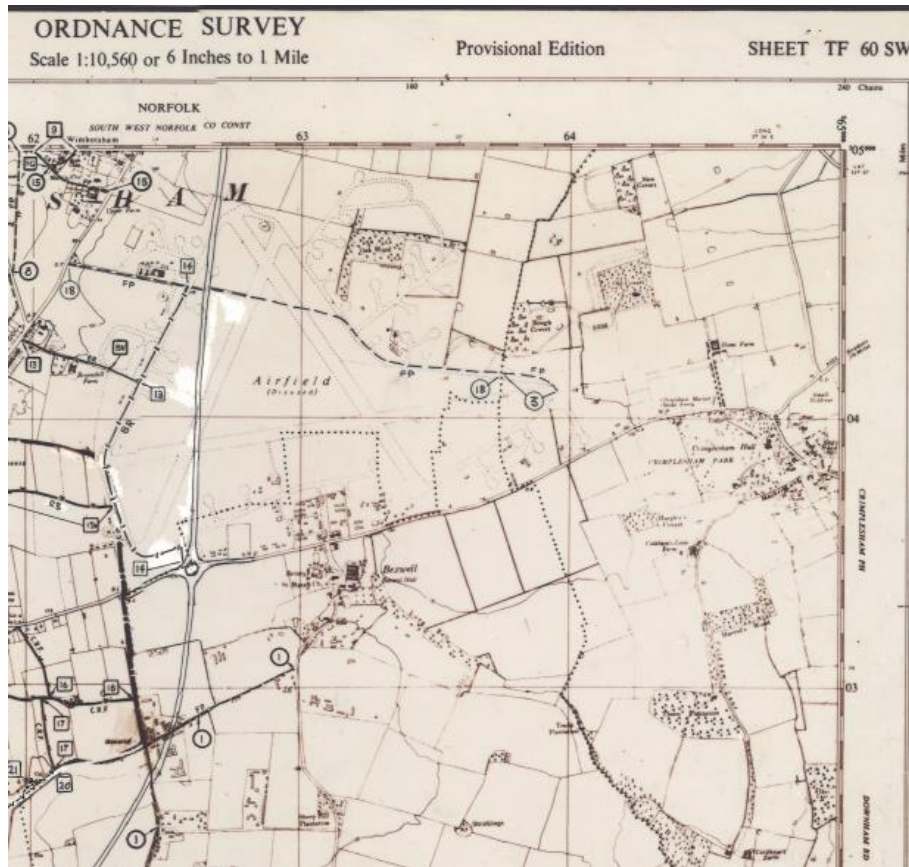
DATE	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
07-Feb-23	Play Inspection Co Ltd	Annual Play Equip Inspection #58725	45	100916	87.54
02-Feb-23	Drax	Streetlighting Electricity IN1106719688/9	46	DD	23.98
05-Feb-23	Drax	Streetlighting Electricity : IN1106725813/5	47	DD	31.67
28-Feb-23	M Inder (Clerk)	Salary Feb	48	SO	243.82
18-Feb-23	HMRC	Mth 11	49	SO	58.40
28-Feb-23	BCKLWN	Dog Waste Collection BC110172547	50	100917	104.00
28-Feb-23	Holly Landscapes	Rectory hedge cutting & clearance 5142	51	100918	420.00
28-Mar-23	M Inder (Clerk)	Salary Mar	52	SO	243.82
18-Mar-23	HMRC	Mth 12	53	SO	58.40
28-Mar-23	M Inder (Clerk)	Salary Overtime PF Charity work	54	100919	156.86
18-Mar-23	HMRC	Mth 12 overtime PAYE	55	100920	39.20
22-Mar-23	ICO	Annual Subs	56	DD	35.00
15-Mar-23	Crimplesham Village Hall	Hall Hire for meetings	57	100921	90.00

## Annex B

## Crimplesham Parish Council Summary Reconciliation

Cash in Hand at		<b>01-Apr-22</b>
Community Account		£ 5,291.20
Business Premium Account		£ 3,045.62
Less Unpresented Payments		£ 107.64
		<b>£ 8,229.18</b>
Add	Receipts	£ 10,813.82
Subtract	Payments	£ 8,468.26
<b>A</b>	Cash in Hand at	28-Feb-23 <b>£ 10,574.74</b>
Cash in Hand per Bank Statement dated		<b>28-Feb-23</b>
Cash		£ -
Community Account		£ 8,671.07
Business Premium Account		£ 3,048.49
		<b>£ 11,719.56</b>
<b>Less Unpresented Payments</b>		
07-Feb-23	Play Inspection Co Ltd	Annual Play Equip Inspection #58725
28-Feb-23	BCKLWN	Dog Waste Collection BC110172547
28-Feb-23	Holly Landscapes	Rectory hedge cutting & clearance 5142
28-Mar-23	M Inder (Clerk)	Salary Mar
18-Mar-23	HMRC	Mth 12
28-Mar-23	M Inder (Clerk)	Salary Overtime PF Charity work
18-Mar-23	HMRC	Mth 12 overtime PAYE
22-Mar-23	ICO	Annual Subs
		1,144.82
<b>Add Unpresented Receipts</b>		
		£ 0.00
<b>B</b>	Adjusted Bank Balance	<b>£10,574.74</b>
Error A - B		<b>£0.00</b>

Chairman's Initials .....



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