

CRIMPLESHAM PARISH ASSEMBLY

Minutes of the Annual Meeting of the above-named Assembly, convened on Wednesday, 18th May 2022, in the Crimplesham Village Hall. Commenced at 7.15pm with Councillor Gary Dodds in the chair (replaced by Cllr David Lane during item 4).

Present:

Cllr David Lane (Arrived during item 4)
 Cllr Jeffrey Carter
 Cllr James Lane
 Cllr Barry Satur
 Cllr Mark Sawatzki
 Cllr Gary Dodds

In Attendance:

Clerk – Mike Inder
 Cllr Mike Howland (Borough Councillor)

Apologies: C. Cllr Brian Long, Cllr Kevin Cornwell, Mrs Sally Cornwell.

Parishioners present: 3 representatives from the Village Hall Trust/Ctte (left meeting after item 4)

1. **Welcome and election of chairman:** Cllr David Lane was delayed arriving, Cllr Dodds stepped in and welcomed those present and invited nominations to chair the meeting; Cllr Dodds was nominated by Cllr Satur, seconded by Cllr Sawatzki and duly elected.
2. **Minutes of the previous meeting:** The minutes of the Annual Parish Assembly meeting held on 5th May 2021 were reviewed and proposed as a true reflection by Cllr Dodds, seconded by Cllr Sawatzki and agreed.
3. **Report on matter arising from the previous minutes:** There were no matter arising.
4. **Annual Reports from village organisations:**
 - a. **Crimplesham Parish Council:** Cllr David Lane provided the following report:
 Well another year has flown by!
 I would like to thank all fellow Councillors and especially the Clerk for all their hard work this year in trying to keep this village a safe and fine village to live in.
 This year we have continued to contact and pressure Norfolk Highways to engineer our new drain running under the C543 to finally stop the immense worry and anxiety, not to mention cost, of flooding across the road and into private property at the Church end of the village.
 I'm pleased and relieved to say that we finally have a start date on or around 20th June 2022 to last for approximately 40 working days. The Main Road will be closed for the duration, but that I feel is a small price to pay to remedy this problem.
 We still wait for the Charity Commission to allow the Parish Council to become sole trustees of the Playing Field. Improvements to play equipment/new adult outdoor gym equipment have been put on hold whilst we await the paperwork!
 We do, however, continue to maintain the field.
 Many thanks to Mike (Clerk) for continuing to lead on this.
 The Village Hall has new trustees and committee. I look forward to their first report with news good and bad!
 We had a village spring clean last month with 3 Councillors and some village residents tackling the annual litter pick.
 I thank Councillors for their vigilance on Health and Safety matters with road, path and hedges being our main problem.

Chairman's Initials

We continue to take SAM readings to add to our database so that the Norfolk Constabulary are aware of the extent of the speeding problem we have in the village. A sad note to end on. This year former Councillor Pamela Biggs passed away. She was a Councillor for over 40 years and only 'retired' due to failing health. We have a number of Councillors who have served for as many years as Pam and I salute you for your service. But time will come when they also can no longer attend meetings and we need to think about their replacements. So anybody interested, please contact Mike (Clerk) or myself and we can fill you in on the role!

David Lane,
Chairman, Crimbleham Parish Council.

- b. **Crimbleham Poor lands Charity:** Cllr David Lane, as PC Poor Lands Charity Rep, provided the following report:
Crimbleham Poor Lands Fuel Allotment Trust report 18 May 2022
The trustees and Parish Council representative Cllr David Lane attended the Annual Meeting for the Charity on 24th November 2021.
Statement of Account as of 27th October 2021 showed a balance of £1418.84.
Rent received for the land was £474 per 6 months, total yearly income £948.
(Statement of Account attached)
The charity has a list of Know residents that were eligible for a payment. One payment per household. However, with people moving into the village the trustees want to try and keep the list accurate. So, I said that a piece could be put in the Parish Council Newsletter so that Trustees could be contacted by anybody who felt they were eligible and wished to receive a payment.
It was decided, that as there was sufficient funds, the annual payment would rise from £25 to £30, with reference to rising fuel costs. The amount of the payment is reviewed at every Annual Meeting.
34 people/households received a payment just before Christmas in 2021.
- c. **Crimbleham Village Hall:** Mr Geoffrey Laycock, chairman of the Village Hall Ctte provided a summary report of the one provided for inclusion at Annex C. In addition to the report provided in advance he added a summary of work to draw comparisons on representative turnover pre and post pandemic.
Pre-pandemic:
Hall Hire in 2017/18 had accounted for c400 hours each year with Dance and Yoga Classes the regular users. That with other income totalled c£3.3k. There was the addition of the pop-up pub and coffee mornings that boosted income to c£4k in 2019. Expenditure during those years was c£1.4k plus energy costs of c£1k.
Post Pandemic: The Dance and Yoga groups have stated they will not be returning, the main organisers of the pop up pub have moved away from the village and the Hall had to close in the first 3 months of the year due to the resurgence of COVID-19, since then there has been little interest in bookings, 3 enquiries with 1 confirmed. It is hoped coffee mornings will continue. So income so far is negligible and forecast is not promising. As mentioned in the main body of the report, investment in the building to improve the appeal is thought necessary. On the expenditure side the £1.4k aspects remain consistent, however energy costs are likely to see the same significant increase experienced by the nation and are likely to exceed a further £3k.
These comparisons and projections, alongside the works required to meet the recommendations of the building survey, make the business model difficult to sustain in the short term.
There were questions and comments from the floor regarding the history and importance of the current hall in the community as a legacy of those that fought to keep it as a community asset, references to the prior exploratory work for a sale and new build by Cllr Satur and the clerk advised that the Charity Commission and Fields in Trust would be major stakeholders in decision making going forward should the decision be made to move away from the current situation.

It is evident that despite the hard work and aspirations of the Village Hall Committee and Trustees that unless the community rallies to support the Village Hall and shares those aspirations then its future is in jeopardy.

- d. **Crimpleham St Marys Church PCC:** A report from the PCC (included at Annex B) was read out by the Cllr James Lanes, Hon Treasurer of the PCC.
 - e. **Borough and County Council Members' reports:** Apologies received from C. Cllr Long. B. Cllr Howland was in attendance and in addition to contributing to the meeting with suggestions and advice he provided his report which is included at Annex C.
5. **Play Equipment Project:** The PC project being led by Cllr Dodds to replace some of the equipment that is at the end of its life and to install items of adult fitness equipment with a donation from a resident, was outlined by Cllr Dodds. It is evident that to achieve grant funding there is a significant need to demonstrate public participation in the project to show that the equipment selected is in consultation with the public. The clerk offered to assist with his experience of play park projects and grant applications in other villages.
6. **Norfolk Constabulary Engagement Survey:** It had been hoped to conduct the survey collectively with public participation, no public were present at this point in the meeting and the clerk suggested as he had completed the survey in that way at another village and it had taken 20 minutes and the questions were not suitable for collective response, then individual survey participation was best. The Chairman and those present agreed.
7. **Public Forum:** No public present.

The Chairman thanked those present for their contributions and closed the meeting at 8.25pm

Chairman.....

Date.....

Prepared by
Mike Inder, Clerk & RFO

REPORT OF THE CRIMPLESHAM VILLAGE HALL COMMITTEE CHAIR

MEETINGS AND GENERAL PROGRESS

The first meeting of the re-formed village hall committee took place on 11th August 2021. Matters dealt with were the election of chair and vice-chair of the committee, the need to review and revise elements of the Deed of Trust and Constitution and plans for the future of the hall. The initial thought was to have a short-term plan of 12 months, a medium term plan up to 24 months and a long term plan.

Subsequent meetings of the committee agreed changes to the constitution of the committee and have mostly been concerned with discussions on the above plans, including a number of immediate requirements. Some changes were implemented quickly to improve the covid security of the premises and at the same time improving sustainability, for example providing toilet tissue and hand drying tissue that is bamboo sourced.

In October a structural survey was carried out by G C Fountain of North Norfolk Surveyors Limited. This confirmed suspicions that significant work is necessary to ensure the ongoing usability and life of the building. Work required at some point includes, in no priority order, a new floor, new heating system, new electrical system with additional features such as outside emergency lighting, damp proof course to the west elevation, attention to gutters and downpipes, repair to masonry to the front elevation, repairs to the roof, investigation of subsidence to south-west corner of kitchen extension and remedial work, and ideally replacement of windows for a design safe for hirers to open. Some items are connected, for example replacing the floor would be the logistically and financially appropriate time to change the heating system. The whole building requires redecoration. The main hall floor is an unfortunate late Victorian era construction with a poured layer of around 200mm of bitumen providing the foundation for the beech boards laid directly on top. This suggests all the material required to be removed for installation of any type of new floor would be considered hazardous waste and subject to specialist disposal.

Items attended to by committee members have been renewal of the music and public performance licence, renewal of the building insurance, repair to the floor where damp had caused floor board swelling and buckling of the surface in one long thin area. A volunteer in September made significant improvement to the three surrounding boundaries. The five-year inspection and test of the electrical installation has been done. Some immediate work was required to allow issue of the certificate and there are a number of further items that must be completed within 12 months to ensure the buildings insurance continues in force. The fire extinguisher maintenance is due in July 2022 and it is planned to add several new extinguishers to satisfy the fire risk assessment.

FINANCE

The annual financial statement has previously been supplied to the PC. The current position is a bank reserve of £14, 417.34. The committee agreed a response to the surge in covid cases at the beginning of 2022 should be to close the hall to the public until guidelines were relaxed. There has been no hire income for around six months other than two coffee mornings and at 1st May the only prospective income was from planned coffee mornings and PC meetings. There have been two hire enquiries with no subsequent response, and one recent enquiry for a number of hours for a baby shower still to confirm.

The committee has spent most meetings discussing the future for the hall. At present no contractors have been willing to quote for work on the hall, other than one quote for electrical work from Nick Evry. The chair has estimated that total works to repair roof, damp proof, floor, electrics, heating and other issues could potentially amount to £50,000.

Chairman's Initials

In April a valuation was provided by Armitage Morris of around £100,000 at auction, which was suggested to be the better option than listing on the open market. An auction sale would ensure a rapid completion and hence available funds. If planning permission for conversion to, for example, a four bed house, was obtained prior to a sale then the valuation may increase up to around £150,000.

FUTURE PLANS

The committee has discussed the following options.

Firstly, looking for funding to carry out refurbishment of the hall to ensure a safe, warm and welcoming environment. The problem with that is the lack of usage of the hall and hence inability to make a strong case for grant applications. We have substantial competition in every direction from neighbouring village halls, many being far nicer than ours, all offering parking, one major drawback for ours. We do have one advantage over some halls in that a smaller, more intimate main room with character can be preferred by some hirers.

A second option is selling the existing building and looking to build a new facility on the playing fields. This would require substantial additional funding to add to any building sale income. There would be a period when the village has no hall. The problem with this option could also be a lack of a future funding/use plan giving difficulty in justifying grant applications. Basically the village residents do not overtly show support for the existing or a new village hall. The previously held pop-up-pub, The Crimplesham Arms, has been a tremendous success but four of the primary organisers have left the village so the likelihood of similar events is unknown. The advantage of a new-build hall would be more visibility on the main road, off-street car parking, lower maintenance and running costs.

The third option is simply selling the existing building and transferring funds to the Parish Council for other use or whatever the appropriate action is. Considering the general lack of overt support from villagers this may be the most appropriate course of action.

Geoffrey Laycock, Chair, on behalf of the Crimplesham Village Hall Committee 3rd May 2022

Chairman's Initials

ST. MARY'S CHURCH, CRIMPLESHAM 16-05**ANNUAL & FINANCIAL REPORT FOR 2021**

PAROCHIAL CHURCH COUNCIL members are:-

Ms J.KIBBLE - CHURCHWARDEN and SAFEGUARDING OFFICER;

Mr J.LANE - CHURCHWARDEN and HON. TREASURER;

Mrs M.GOTT - SECRETARY; Mrs S.LANE - DEANERY SYNOD representative;

MEMBERS - Mrs J.WATKINS and Ms D.LABOUCHERE.

The P.C.C. met on three occasions. The DEANERY SYNOD representative attended meetings on zoom.

We are now 26 months into interregnum with a possible appointment early in the new year.

This has been another challenging year ref. COVID19. Church services in JANUARY, FEBRUARY and MARCH were suspended. As from APRIL we were able to resume our normal services held second and fourth SUNDAY in the month..

There are thirteen names on the CHURCH ELECTORAL ROLL.

The average attendance at the reduced services throughout the year was 8.

We had one WEDDING and two FUNERALS.

The MINISTRY SHARE of £3,691-65 and the church insurance of £1,157-97 were paid in full.

All fund raising activities were suspended..

Maintenance of the church building has been carried out over the year. HOLLY LANDSCAPES continued under contract with the churchyard maintenance, we received a grant from the PARISH COUNCIL towards this work.

Our sincere thanks go to the RETIRED CLERGY and one Lay member who lead our services. We also thank the CHURCHWARDENS, our SECRETARY and organist, our TREASURER and DEANERY SYNOD representative, to all those who served on the P.C.C., to those who supply floral arrangements throughout the year, and to Mr JOE FLOGDELL, our independent examiner of the accounts, who once again offered his services free of charge.



J.D.E. LANE

CHURCHWARDEN / HON TREASURER

Annex C

Dear Councillors

What a year this had been with four villages benefiting from the Councillors Community Grant scheme with Crimplesham next on the list to receive some help should they so wish.

I have invitations to visit some Parishes to celebrate the Queens Platinum Jubilee and will try to get to all but that doesn't look possible at the moment as I can't possibly get to all of them.

The Borough Council together with our local MPs are pressing the Government for a replacement Hospital as the existing Queen Elizabeth Hospital has passed it's expected lifespan, but even if the finance is approved, work is not expected to start in 2030.

It was nice to see some new faces at the last Parish council meeting and hope that any new council members can bring new and fresh ideas to the table.

Councillor Lesley Bambridge is the new Borough Mayor with Councillor Margaret Wilkinson as her Deputy who is possibly the longest serving Councillor, having given forty years' service.

I had a request from one parish councillor who queried their CIL payment and I had to point out that had their village put in place Neighbourhood Plan, then the CIL payment would have been 25% as opposed to the 15% which would have made a significant difference.

I'm sorry my report isn't longer but as I send onto you the press releases I receive on a regular basis, all Parishes in Airfield Ward are kept up to date with news events as they happen, and I will continue to send them to you in my time as your Borough Councillor.

I hope to see you all again at the next meeting.

Regards

Mike Howland
Borough Councillor for Airfield Ward

Chairman's Initials