

Great Ellingham Parish Council
Minutes of the Annual Meeting of the Parish Council
held via Zoom on Wednesday 20 May 2020 at 7.30pm

In Attendance: Cllr T Betts (Chairman), Cllr S Mellor, Cllr M Hadley, Cllr P Ewin, Cllr H Mellor, Cllr N Wilkins

Parish Clerk Anne Rayner
County Councillor Ed Connolly
3 members of the public

- 1. To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office** – Cllr Betts was nominated by Cllr S Mellor and seconded by Cllr N Wilkins and was duly elected as Chairman. The form will be signed and returned to the clerk.
- 2. To elect a Vice-chair and receive the Vice-chairman's declaration of acceptance of office** – Cllr S Mellor was nominated by Cllr Hadley and Cllr Wilkins and was duly elected as Vice-Chair. The form will be returned to the clerk in due course.
- 3. Open Forum – An opportunity for any parishioner to speak on parish matters and to hear reports from District and County Councillors, if applicable** – A member of the public asked about a specific fir tree near their property on the B1077 which is potentially problematic for several reasons. The tree is particularly tall and this could be a safety issue in high winds but also the roots may cause damage to nearby properties and the B1077. It is also blocking light and attracts several pigeons. The Chairman confirmed that he had mentioned this tree when having general discussions with NCC Highways and will ask for their views on whether it warrants further inspection and remedial action. **(TB)**
County Councillor Ed Connolly confirmed that most employees of the County Council are currently working from home. Councillor Connolly said that he had been very impressed with the response from the parish, to the Covid-19 situation. Arrangements were in place very quickly to ensure that vulnerable residents received the help they needed. Councillors agreed a proposal that the Chairman write to Gail Dorrington, Covid-19 Support Group and Angel Crocker, to thank them for their efforts to support vulnerable villagers. **(TB)**
- 4. To consider apologies for absence** – Apologies were received and accepted from Councillors Partridge and Smith.
- 5. To receive any declarations of interest in any item on the agenda** – The Chairman declared an interest in the expenses refunds, listed as part of item 17 on the agenda.
- 6. To confirm the minutes of the meeting of April 2020** – The minutes of the April meeting were approved and will be signed and returned to the clerk.
- 7. To report matters arising not on the agenda and hear the Chairman's report** – The Chairman reported that Kerry Foods donated an amount of ready meals for residents that may need them and they are about to make a further donation. The pupils attending the village primary school designed some greeting cards, which were delivered to 100 households in the village, who were thought to need a bit of joy. The Parish Council is grateful to David Palmer, DCP Developments, who kindly printed the cards, free of charge, and supplied envelopes. Great Ellingham has signed

up to become a ‘Parish Friend’ of the mobile library service Parishes will be recorded alongside their book issues and at the end of the year the parish with the highest amount of book issues will win the ‘Parish Friends Cup’, which they can keep for most of the following year. The library service hopes that this will foster some friendly competition and help encourage parishioners to visit the Mobile Library and see what they have to offer. The parishioners need only to visit the Mobile Library and borrow/return books to us to help their parish win the Cup. It is hoped this will begin in January 2021.

Active Norfolk have made some exercise packs available, to help elderly or less able-bodied residents take some gentle exercise without leaving the home. The Chairman has asked for twenty packs, so please get in touch if you would like to receive a set. The packs are small and lightweight, containing: a guided home exercise booklet; a resistance band (yellow, lightest resistance); a Sitting Room Circuits DVD which contains a half hour guided walk through of gentle exercises that can be done at home and are suitable for those that currently do little or no exercise plus information leaflets with tips on reducing sedentary behaviour and information about a physical activity call-back service for individuals that want tailored 1:1 advice over the phone.

The Chairman gave a brief summary of a recent zoom meeting attended by both District Councillors and two representative residents to discuss the traffic and speeding issues in the village generally but particularly on the C136. The Chairman has written to local businesses, farmers and contractors explaining the concerns of residents and asking if their business would adopt a voluntary 20mph speed limit on the road. This has received some favourable responses. The Chairman will also be taking up the possibility of the installation of at least one road safety chicane on Long Street with Norfolk County Council Highways. With regard to future concerns surrounding the possibility of the new Attleborough Link Road encouraging people to use Great Ellingham as a cut through, a list of people who would need to be involved in this project has been collated and the Chairman is preparing a project plan. **(TB)**

8. Planning applications considered between meetings:

- a) **3PL/2020/0394/VAR – Development site at Alder Carr House – To permit the installation of on roof bracket mounted solar PV panels – No objections**

9. To hear of planning decisions and other information:

- a) **21 Hingham Rd – Erection of 2 storey dwelling – Refused**
b) **Prospect House, 20 Long Street – Garage conversion & extension to form annex – Approved**

10. To consider planning applications:

- a) **3PL/2020/0361/EU – Serendipity, Bow Street – Certificate of Lawfulness for 3 bed bungalow – Councillors had no objections to this application.**

11. To confirm meeting dates for the forthcoming year – It was agreed to continue holding meetings on the third Wednesday of every month, with no meetings planned for August or December, unless urgent business or planning applications crop up.

12. To discuss the parish council’s policy regarding potential disposal of council assets – Councillors were asked if they had any views regarding the possible disposal of a land asset in the village.

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Councillors unanimously agreed that, as there would be nothing to spend the proceeds of a sale on, at the moment, there seemed to be no valid reason for a sale.

- 13. To receive the report from the internal auditor** – The report was circulated prior to the meeting. The comments were noted. The report will be displayed on the parish council website, with the rest of the year end information.
- 14. To declare that GEPC is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015 and confirm exemption for 2019 / 20** – The parish council meets the criteria to be declared an exempt authority. Councillors approved the declaration.
- 15. To approve the Annual Governance Statement** - A copy of the Governance Statement was circulated prior to the meeting and Councillors unanimously approved the statement.
- 16. To consider and approve the Accounting Statements for 2019 / 20** - A copy of the Accounting Statement was circulated prior to the meeting and Councillors unanimously approved the statement.

17. To consider the following payments:

| Chq no | Amount | Payee | Notes |
|--------|----------|----------------|---------------------------|
| 100632 | £ 59.95 | G Dorrington | GE support group payment |
| 100633 | £ 67.56 | T Betts | Expenses reimbursement |
| 100634 | £ 67.99 | T Roebuck | Ref GE support group |
| 100635 | £ 257.21 | A Rayner | May salary |
| 100636 | £ 143.88 | T Betts | Zoom upgrade |
| 100637 | £ 159.36 | Bartlett Signs | Dog fouling signs |
| 100638 | £ 44.99 | M Jeffery | Deopham Green maintenance |

All payments were unanimously approved.

- 18. To consider items from Councillors:** Councilors raised the issue of dog walkers on Mill Lane letting their dogs damage the crops, as well as the ever present issue of not clearing up after their dogs. Councillor Ewin has ordered some signs and these will be displayed shortly. **(PE)**
- 19. To consider correspondence received:**
- a) **Oak tree planting** – A resident has offered an amount of oak trees for planting. The parish council does not own much land in the village and any trees planted would need to be maintained in the future. However, Councillors agreed that tree planting should be encouraged and there are several ‘open spaces’ in the planned developments in the village. It was therefore agreed that the developers be approached to see if they would like any of the trees for planting. **(TB)**
- 20. To confirm the date of the next meeting as Wednesday 17 June 2020, arrangements to be confirmed** – It was agreed that the next meeting will be held via Zoom. There being no further business, the meeting closed at 8.15pm.