

GREAT MASSINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting of Great Massingham Parish Council held in the Village Hall on Monday 12th August 2024, at 7.30pm.

Present: Councillors, K Hobart (Chair), R Arbenz, P Harries, P James, O Locke, S Nash, M Wingell and the Clerk, Sarah Harvey.

Member of Public: 10

1. The Chair welcomed all those present to the meeting.
2. **Apologies:** it was AGREED to accept apologies from Cllrs A Brun and K Frazer.
3. **Declarations of Interest on Agenda Items:**
Cllr K Hobart declared a pecuniary interest in Agenda Item 15b, Ponds/Village Greens.
4. **Minutes**
Minutes of the meeting held on the 8th July 2024 which were circulated before the meeting were PROPOSED by Cllr O Locke, SECONDED by Cllr P James and AGREED as a correct record of the proceedings and signed by the Chairman, Cllr K Hobart.
5. **To consider the Clerks Report (Matters arising for information only):** None.
6. **Parishioners Questions and Statements:**
A parishioner enquired as to when the small wooden posts would be removed from the village green. A parishioner informed those present that he had removed a considerable number of adverts/posters from around 28 telegraph poles within the village (3 lbs in weight of drawing pins/staples), the majority of which were outdated and had not been removed by those who had originally posted them. The Council were urged to encourage village groups and other individuals by way of a polite notice within The Mallard regarding the removal of event posters etc. The parishioner suggested that a double-sided village noticeboard could also be provided for the purpose of displaying event notices going forward. Cllr K Hobart thanked the parishioner for all of his time and effort taken. The parishioner also provided an update on the S.T.A.L.L project that he was independently undertaking at Lynn Lane and asked if he could receive prior notification of the siting of the SAM2 Sign at Lynn Lane going forward. The parishioner also requested that the Council give some thought to the purchase of a second SAM2 Sign.
7. **To receive reports from the County and Borough Councillors:** in the absence of both Councillors no reports were received.
8. **The Mallard: to note and approve the recommendations made by the subgroup at the meeting held on 22nd July:** it was noted that the draft notes/recommendations had been circulated to Councillors for their consideration and approval. It was PROPOSED by Cllr P Harries, SECONDED by Cllr R Arbenz and AGREED that all recommendations should be actioned.
9. **Finance**
 - a. **To note accounts for payment under the Late Payments Interest Act (1998):** None.
 - b. **To approve the accounts for payment (list at meeting):**

Scottish Hydro (Street Lighting, June Account)	605.34	BACS
Cozens (UK) Ltd, Street Lighting Maintenance (July 2024)	54.00	BACS
HHA Grounds Maintenance Ltd (Grass Cutting in July)	756.00	BACS
Westcotec Ltd (Additional Bracket for SAM2 Sign)	133.80	BACS
Norfolk Mobile Welding Services (Platform, Roundabout Repairs)	172.80	BACS
Groundwork UK (Repayment of Unspent NDP Grant)	1,389.00	BACS
Clerk's Salary & Expenses (8 th July to 11 th August)	579.76	BACS

It was agreed that the payment to Westcotec Ltd should be removed from the payments list, as this was to be settled from Cllr S Dark's Local Member Fund. It was therefore PROPOSED by Cllr K Hobart, SECONDED by Cllr R Arbenz and AGREED that all remaining payments be authorised.
 - c. **To note the finance received during July 2024:**

Season Fishing Permit Fee	20.00
Fishing Receipts	39.00

- d. **To approve the July 2024 financial statement:** it was PROPOSED by Cllr P James, SECONDED by Cllr O Locke and AGREED that the financial statement for July 2024, should be approved and signed by the Chairman.
- e. **To consider any grant applications received and award monies:** it was noted that no applications had been received for consideration.

10. Planning Matters

- a. **To consider Planning Applications received:** None
- b. **To consider plans since publication of agenda:**
NO OBSERVATIONS
24/01395/F - Installation of a detached timber outbuilding at Shrublands 7 Weasenham Road
- d. **Applications approved/refused by Borough Planning Control:**
24/01123/F R R Carlton Coal Merchant Lynn Lane - Creation of a new vehicle access onto land off Lynn Lane.
Application Withdrawn 29 July 2024

24/01160/F 21 Abbey Road - The construction of an annexe to provide the current occupants of 21 Abbey Road single storey accessible disability accommodation. The owner of 21 Abbey Road has advanced Parkinson's Disease. The existing dwelling is a tradition old Norfolk cottage which has resulted in a number falls and broken bones in the most recent years. This application is made to improve the daily living conditions of the owner of the existing dwelling allowing the owner to remain in the house she purchased in 1988.
Application Withdrawn 28 June 2024
- e. **Neighbourhood Development Plan: to receive a progress update:** Jess Cunningham (Chair, NDP Steering Group) advised that the 'End of Grant Monitoring Report' had been completed and submitted to Groundwork UK. Alongside this the unspent grant of £1,389 would need to be returned to Groundwork UK and could then be applied for again to assist further with costs associated with the NDP. It was noted that a further village consultation had been organised for 19th October and would be divided into two parts. More information would be available on the NDP, Parish Council and Village websites, as well as an update in The Mallard.

11. Highways

- a. **To note highway matters requiring attention and to receive any updates:**
Cllr P James enquired as to whether an update had been received regarding the repair of the Vehicle Activated Sign permanently placed at Castle Acre Road. An enquiry would be made with Westcotec Ltd, as the sign was currently at their premises being assessed.
Cllr P James provided an update regarding the installation of dog fouling signs that had been approved for both litter bins and other areas within the parish.
It was noted that a number of hedges were overgrowing pavements throughout the village making it difficult for pedestrians, particularly those with mobility issues to make full use of the footways. It was AGREED that a polite notice would be included in the Parish Council article for The Mallard.

12. Street Lighting

- a. **To receive reports of any lighting problems:** None.

13. Correspondence

To note any general correspondence/circulars received (list provided at meeting).

- a. **Email from Parishioner, Litter Bins and disposal of dog waste:** noted.
- b. **Email from Parishioner, The Dabbling Duck PH planning application update:** it was noted that the contents of the email had been circulated to Councillors on receipt.
- c. **Email from Parishioner, Overgrown Public Rights of Way:** the contents of the email and the Clerk's response to the parishioner were noted. It was noted that the issue had been referred to Cllr S Dark following the July meeting for his input at County Council level.
- d. **Email from Parishioner, Overgrown vegetation, land off Charles Dewar Close:** noted. Cllr K Hobart advised that Cllr A Brun would take a look at the land behind the surgery to assess what work could be carried out.
- e. **Email from Parishioner, Telegraph Poles and Advert Posting:** the contents of the email were noted.
- f. **Email from Parishioner, Western Boundary of the Biodiversity Project Site:** the contents of the email were noted. The Clerk would liaise with Hayes and Storr who were carrying out the first

registration of the village greens along Weasenham Road to ascertain whether a boundary agreement would be necessary alongside the registration process. A quotation, if necessary, would be secured at which point the property owner living adjacent to the biodiversity site would be notified of the Council's intentions.

- g. **Communication from Margaret Hodge MP regarding the proposal that she be named Dame Margaret Hodge of Barking, London and Great Massingham in Norfolk:** noted. Cllr S Nash advised that she was against the proposal.
- h. **Email from Parishioner, Margaret Hodge MP:** noted.
- g. **Email from Parishioner, Village Green Parking:** the contents of the email were noted.
- h. **Massingham Stores, Shop Renovation and Extension Plans:** noted.
- i. **GMACCS, Annual Donation:** noted and it was agreed to discuss an increase to the annual donation as part of the budget setting process for 205/26.
- j. **Local Independent Falls Team (LIFT) UPDATE:** noted and it was agreed to include this information as part of the Parish Council article within The Mallard.
- i. **NCC, Invitation to Bid for Parish Partnership 2025/26:** noted. Further consideration would be given to potential schemes at the September meeting and a quotation would be secured for a second SAM2 Sign from Westcotec Ltd.

14. Open Spaces

- a. **To review quotations received for the installation of protective matting to alleviate parking issues on the village greens and plan arrangements for a public consultation:** it was noted that following the July meeting an approach had been made to three further companies for indicative costings associated with a car parking area to accommodate 20 cars (installed area 21m x 6m) and work to include an access to the area and a low fence to mark the car parking area.
It was AGREED that the village as a whole should be consulted on the proposal to install protective matting in certain areas of the green in order to ensure that any solution that was implemented would meet the wishes/needs of resident. Cllr K Hobart would draft a questionnaire, and the content would be approved along with other details at the September meeting. The Clerk advised that given that the area proposed for car parking would be within the conservation area and access would be to and from the highway, advice/consent should also be obtained from both Norfolk County Council and the BCKLWN. Legal advice would also be obtained as to whether parking could legally be permitted on the village greens.
- b. **To discuss the planning arrangements for Christmas Lighting in the village for 2024:** it was proposed that an event could be held on either the 6th or 8th December, involving the Dabbling Duck PH and the Harpley Community Choir. Quotations were being sought for new Christmas lighting and advice regarding an independent power source for the lighting. It was noted that Wyer Electrical Ltd would carry out a site visit on the 16th August to discuss a quote for new lighting and an independent power source.
- c. **To review and agree the licence agreement for Daffodil Cottage, 12 Weasenham Road:** the draft licence agreement had been circulated to Councillors prior to the meeting. The Clerk advised that the solicitor acting on behalf of the property owner was happy for the Council to prepare the updated licence and plan, and a copy of the draft licence had been sent to the solicitor for review. It was PROPOSED by Cllr R Arbenz, SECONDED by Cllr P James and AGREED that the content of the draft licence was acceptable and that once confirmation had been received from the solicitor (acting on behalf of the property owner) that they were happy to proceed, two Councillors plus the Clerk as witness would sign the document.
- d. **To receive an update from Community Safety & Neighbourhood Nuisance:** the Clerk advised that Borough Councillor Alistair Beales had made a further enquiry to the CSNN team but due to team members annual leave a renewed response was still being awaited. Borough Councillor Alistair would also enquire whether there were any potential powers in terms of the Environment Protection Act CSNN may have, as advised by the Police.
- e. **To approve a request to carry out maintenance work to the village sign:** it was AGREED that the village sign would be cleaned and the paintwork touched up by the person who had previously renovated/painted the village sign in 2021. The person in question had very kindly volunteered both her time and resources. It was noted that the sign would remain in situ and that the area would be appropriately cordoned off whilst the work took place.

15. Ponds/Village Greens

- a. **Scotsman's Pit: To approve a request from FOSPGM for further funds to carry out work to stabilise erosion:** it was AGREED to provide FOSPGM with further funds, totalling £395.40. The Council were reminded that FOSPGM had approached the Council in 2023 for £2,000 to cover costs to carry out the necessary repairs to the eroding banks. It was noted that the Council had agreed at the time that each request for funds should be approved on an ad hoc basis supported by the necessary quotation/invoice.
- b. **Scotsman's Pit: To approve a quotation for strimming work:** it was PROPOSED by Cllr R Arbenz, SECONDED by Cllr M Wingell and AGREED that a quotation from Lisa Hobart Gardening Services for strimming certain areas around Scotsman's Pit (to be advised) for £130 should be approved.
- c. **To consider and agree an amendment to the Fishing Warden's job description/honorarium:** it was PROPOSED by Cllr S Nash, SECONDED by Cllr R Arbenz and AGREED that £1.00 should be awarded to the Fishing Warden for each permit purchased from the village stores in addition to the £2.00 for each day ticket sold. The Fishing Warden's job description would be amended.
- d. **To review fishing arrangements to the rear of Scotsman's Pit:** it was AGREED as per the current signage that fishermen continued to not be allowed to fish at the rear of 40 -53 Station Road.
- e. **To consider and approve a quotation to carry out work to the bridge, Biodiversity Project:** it was noted that a quotation had been received from PW Contracting for £800 to carry out the necessary work. It was noted that before any work could proceed a second quotation would need to be sought. Cllr M Wingell suggested an alternative solution to the proposal and AGREED to provide a cost to carry out the work.
- f. **To note the further response from Houghton Estate regarding DEFRA funding and agree any further action:** the further response was noted, and it was AGREED to await the outcome of the funding bid.

16. Play Area

- a. **To receive an update regarding the repair of the Platform Roundabout:** it was noted that Norfolk Welding Services had completed the work to the roundabout. It was noted that work had been carried out to the one side that was cracked (and which had been welded previously) and the other bar that had become detached. It was noted that the work had been completed for a cost of £144 + VAT.
- b. **To consider a routine cleaning programme for play area equipment:** it was noted that Mudmagnet had provided a quote to soft wash and rinse the playground apparatus as requested for £160.00 whether it be when required or on a monthly basis. It was AGREED that the equipment should be cleaned on a quarterly basis going forward.
- c. **To note any issues arising from the Play Area weekly visual inspections:** it was noted that the litter bin within the play area required emptying. Cllr P James AGREED to raise this with the Village Hall Committee at their meeting.

17. **To note reports of any village incidents:** Vandalism to rear of property at Abbey Road.

18. **To propose items for the Mallard and Parish Council website:** Flyposting, Maintenance of hedging adjacent to footways and the Local Independent Falls Team (LIFT) UPDATE.

19. To note the date of the next Parish Council Meeting, 9th September 2024 at 7.30pm.

With no other business the Chairman closed the meeting at 9.40 pm.

..... Chairman, 12th August, 2024

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL