

GREAT MASSINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting of Great Massingham Parish Council held in the Village Hall on Monday 11th March 2024, at 7.30pm.

Present: Councillors, P James (Chair), A Brun, K Frazer, K Hobart, O Locke, S Nash, M West and the Clerk, Sarah Harvey.

Member of Public: 9

Borough Councillor Alistair Beales

1. The Chair welcomed all those present to the meeting.
2. **Apologies:** it was AGREED to accept apologies from Cllr R Arbenz.
3. **Declarations of Interest on Agenda Items:** Cllr P James declared a non-pecuniary interest in Agenda Item 14a, Scotsman's Pit.
4. **Minutes**
Minutes of the meeting held on the 12th February 2024 which were circulated before the meeting were PROPOSED by Cllr K Frazer, SECONDED by Cllr K Hobart and AGREED as a correct record of the proceedings and signed by the Chairman, Cllr P James.
5. **To consider the Clerks Report (Matters arising for information only):**
Flooding, Lynn Lane: the Clerk advised that following the site meeting with Damien Jeffries (Highways Engineer) on the 12th February, the parishioner who had also attended the meeting had supplied a number of photos recording the flooding issues along Lynn Lane. The Clerk noted that these had been forwarded to Damien Jeffries so that the issue could be assessed, and any necessary work programmed.
Placement of temporary 30 mph stickers: the Clerk advised that she had contacted Damien Jeffries (Highways Engineer) for clarification regarding the use of temporary stickers/posters along Weasenham Road. A copy of Damien Jeffries response had been passed to the parishioner who had also attended the site meeting on the 12th February for information.
Boundary between 'The Little House' and the village green, Weasenham Road: the Clerk advised that no response had been received from the property owner.
Tree Work, Village Green: it was noted that James Joyce (Arborcraft Tree Care) had submitted the paperwork to the BCKWLN for the tree work agreed at the February meeting. He had also noted the Council's request that the crown was to be raised by no more than 3 metres.
6. **Parishioners Questions and Statements:**
A parishioner read a statement on behalf of an absent parishioner regarding the planning application to be considered at Greenville, 14 Lynn Lane.
A parishioner raised concerns about the increasing amount of litter left adjacent to where the Fish & Chip Van parked on a weekly basis. Cllr S Nash would liaise with the Fish & Chip Van owner.
7. **Reports from County and Borough Councillors:** No report was received from the County Councillor, S Dark.
Borough Councillor A Beales reported that King's Lynn was set to receive a further £20 million in government funding. The £20 million funding, to be made available over a 10-year period, was in addition to the £25M Town Deal funding which was announced in 2021. It was noted that in October 2023, 55 towns were announced as recipients of Long-Term Plan for Towns funding. This was followed by a further 20 towns – of which King's Lynn is one - announced in the Governments spring budget.
8. **Co-option – To proceed with the co-option process to fill one Parish Councillor vacancy:** It was noted that there was one Parish Councillor vacancy that was to be filled by co-option and that three applications had been received from a qualifying candidate who had submitted a written statement to the Council to support their case for co-option. The vacant seat was dealt with, and the Chair called

for votes for the nominees. Following a vote by ballot paper, Mick Wingell received a majority and was successfully co-opted on to the Council.

It was noted that the Borough Council would be advised that the casual vacancy had been filled and the relevant forms would be made available to the new Councillor to complete before the April meeting.

The Chair, Cllr P James, on behalf of the Council, expressed gratitude to all unsuccessful candidates for their applications.

9. Finance

a. To note accounts for payment under the Late Payments Interest Act (1998):

SSE (Electricity Supply for Street Lighting, December 2023)	229.19	BACS
SSE (Electricity Supply for Street Lighting, January 2024)	613.63	BACS

b. To approve the accounts for payment (list at meeting):

Cozens (UK) Ltd, Street Lighting Maintenance (February 2024)	54.00	BACS
Parish Online (Mapping Software Subscription)	90.00	BACS
Norfolk Parish Training & Support (Annual Subscription)	244.45	BACS
The Mallard (Annual Sponsorship/Village Website Contribution)	100.00	BACS
TD Build (Installation of Wheelie Bin Cover, Weasenham Rd)	420.00	BACS
Glasdon UK Ltd (Fido 25 Dog Waste Bin + Fixings)	218.26	BACS
Clerk's Salary & Expenses (12 th February to 10 th March)	566.96	BACS

It was PROPOSED by Cllr P James, SECONDED by Cllr M West and AGREED that all payments should be authorised.

c. To note the finance received during February 2023:

Groundwork UK (NDP Grant)	1,789.00
Season Fishing Permits	60.00

d. To approve the February 2024 financial statement: it was PROPOSED by Cllr K Hobart, SECONDED by Cllr K Frazer and AGREED that the financial statement for February 2024, should be approved and signed by the Chairman.

e. To approve the Financial Reserves Policy for 2024/25: copies of the financial reserves policy had been circulated amongst Councillors for approval. It was noted that the purpose of the policy was to set out how the Council would determine and review the level of reserves it held. The policy along with a breakdown of the Councils general and earmarked reserves was approved and would be reviewed in January 2025 as part of the budget. It was AGREED that policy should be adopted (7 voting for, 1 against).

10. Planning Matters

a. To consider Planning Applications received:

OBJECT

24/00039/F - Create new front, rear and side extension, raise eaves level and renew roof to create habitable rooms in loft space at Greenville 14 Lynn Lane.

It was noted that Borough Councillor A Beales had been asked to call the planning application in so that this would be considered by Planning Committee.

NO OBSERVATIONS

24/00090/F - Erection of 8 floodlights on 4m posts to arena area at Ashwood House Drunken Drove.

b. To consider plans since publication of agenda: None.

c. Applications approved/refused by Borough Planning Control:

23/00173/F The Dabbling Duck 11 Abbey Road - Proposed overflow car park (retrospective)
Application Permitted - 12 February 2024 - Committee Decision

d. Neighbourhood Development Plan: to receive a progress update: Jess Cunningham (Chair, NDP Steering Group) advised that the steering group were currently reviewing policies for the neighbourhood plan that were specific to the community of Great Massingham. It was noted that extra funding had been secured from Groundwork UK for £1,789. Jess Cunningham commented that there would be further public engagement going forward, which would include specific issues around housing.

11. Highways

- a. **To note highway matters requiring attention and to receive any updates:** Cllr P James advised that he had reported a number of potholes. It was noted that members of the public could directly report various problems, such as potholes, drainage, flooding, and damaged road signs, to Norfolk County Council via their website.
NCC, Parish Partnership Scheme: the Clerk advised that the Council had been awarded funding for the village gateways at Lynn Lane following an application to the scheme. The acceptance letter for the bid would be circulated amongst Councillors for their information. Enquiries would also be made regarding the installation of the SAM2 Post to also be installed along Lynn Lane.
Flooding, Lynn Lane: Cllr A Brun commented on the issue of flooding along Lynn Lane and proposed a possible solution to mitigate the problem. Cllr A Brun would provide the details of his proposal to the Clerk in order for a further possible site meeting to be organised with Damien Jeffries (Highways Engineer).

12. Street Lighting

- a. **To receive reports of any lighting problems:** it was noted that both streetlights 9033 - opposite no. 26 Lynn Lane and 9033 o/s 29/31 Abbey Road were working intermittently.
- b. **To approve the cost to upgrade streetlight 9010, opposite entrance to Mill Lane with LED lantern:** it was considered and AGREED that a standard post top lantern would be installed at a cost of £395 + VAT. Cozens (UK) Ltd had confirmed that it was not possible to replace just the top of the lantern.

13. Correspondence

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

- a. **Great Massingham PCC, Email of thanks for donation:** noted.
- b. **Email from Parishioner, Street Lighting, Lynn Lane:** it was noted that streetlight 9033, opposite no. 26 Lynn Lane would be reported to Cozens (UK) Ltd who maintained the Parish Councils streetlighting.
- c. **Email from Parishioner, Forward notice of a proposed planning application at West Heath Barn, Lynn Lane:** it was noted that the email had been circulated to all Councillors ahead of the meeting.
- d. **Email from Parishioner, Property Boundary, Rectory Row:** it was noted that it had been agreed at the last PC meeting, that the washing line should be removed from this area that formed part of the village green.
- e. **BCKLWN, Local Plan review – notification of reconvened examination hearings: March, April, and September 2024:** noted.
- f. **Email from Parishioner, Village Litter Pick:** noted.

14. Ponds/Village Greens

- a. **Scotsman's Pit: To consider a breakdown of costs from FOSPGM for the allocation of £2,000 funding towards work planned for 2024:** the breakdown of funding required along with further explanation had been received from FOSPGM and circulated to the Councillors prior to the meeting. It was AGREED to allocate the initial costed requirement of £380 help with work to strengthen parts of the Abbey Road side of the Pit and that further requests for financial assistance would be reviewed on an independent basis.
The Clerk advised that as part of the budget for 2024/25 a sum of £4,500 had been earmarked towards Pond/Greens Maintenance, this sum excluded the annual grass cutting costs.
The Clerk advised that Robert Miller (Estate Director, Houghton Estate) had still not committed to a date for a site meeting with Councillors regarding issues relating to the greens. The Clerk would continue to make contact with Houghton Estate to secure a meeting.
- b. **To receive an update from the 'Ponds' Subgroup and note any other issues requiring attention:** no issues were noted.
- c. **To consider an action plan in relation to the water channels along Weasenham Road to include clearance of drains and outlets:** it was AGREED that an approach would be made to J & J Renovations Partnership regarding the clearance of outlets and ditches during early September. It was hoped that the routine maintenance would assist with mitigating water levels during heavy rainfall in winter. Cllr A Brun would also meet with HHA Grounds Maintenance nearer the autumn to plan additional work to remove willows from the verges along Weasenham Road.

- d. **To receive an update from the Community Safety Enforcement Officer following a site visit to the Weasenham Road village green:** Nathan Reed (Community Safety & Neighbourhood Nuisance Officer) reported that the site had been visited several times in the last few weeks and there had been no evidence of food being left out or significant infestations of rats. It was noted that there had been lots of ducks present during the visits, indicating that it was likely the food was being consumed sufficiently enough to prevent a significant population of rats building up. It was noted that site visits had been undertaken during the day and evening when the likelihood of seeing rats eating food left out was at its highest. It was concluded that CSNN felt that rats were not present at levels that warranted any further intervention/investigation.

15. Open Spaces

- a. **To agree upon the installation of protective matting to alleviate parking issues on the village greens:** it was AGREED that a working party consisting of Cllrs K Frazer, P James, O Locke, M West and a parishioner would establish potential areas where parking could be permitted on the greens. Cllr A Brun commented that parking areas should be avoided where pipework ran from Scotsman's Pit to the Post Office Pit.
The Clerk advised that Houghton Estate had confirmed that they were happy for the Council to consider the installation of protective grass matting but had advised that if it were fitted that this should be done professionally. Details of the company used by Houghton Estate and other companies offering the same service were noted.
- b. **To note any issues arising from the Play Area weekly visual inspections:** no issues were noted. It was AGREED to review the recommended work noted in the annual inspection report at the April meeting with a view to securing funding in the near future.

16. To note reports of any village incidents: None.

17. To propose items for the Mallard and Parish Council website: Reporting Highway issues to Norfolk County Council.

18. To note the date of the next Parish Council Meeting, 8th April 2024 and to consider any items to be placed on the agenda.

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

..... Chairman, 8th April, 2024

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL