



MINUTES OF THE ANNUAL MEETING OF REEPHAM TOWN COUNCIL

HELD ON WEDNESDAY 11TH MAY 2022 AT 7:30PM AT THE TOWN HALL

Present: Cllr P. Mitchell (Chair), M. Lester, M. Steel, J. Harding, A Hazelwood, S. Dilley, B. Neate-Evans & S. Morgan

Town Clerk – Kirsty Cotgrove
District Councillor Stuart Beadle
County Councillor Greg Peck
2 members of the public

1. TO ELECT THE CHAIRMAN OF THE COUNCIL FOR 2022-23

It was unanimously **AGREED** that Cllr Mitchell should continue as Chair as proposed by Cllr Harding and seconded by Cllr Hazelwood

2. TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The Declaration of Acceptance of Office was duly signed and displayed.

3. TO ELECT THE VICE-CHAIRMAN OF THE COUNCIL FOR 2022-23 - AND RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE

It was unanimously **AGREED** that Cllr Steel should continue as Vice Chair as proposed by Cllr Mitchell and seconded by Cllr Harding. The Declaration of Acceptance of Office form was displayed.

4. APOLOGIES FOR ABSENCE

There were no apologies.

5. TO APPOINT REPRESENTATIVES TO COMMITTEES AND WORKING GROUPS

Personnel Committee – It was **AGREED** that the members of the Personnel Committee will be Cllr Lester, Cllr Steel, Cllr Harding and Cllr Hazelwood. Cllr Lester will remain as Chairman.

Allotments – It was **AGREED** that members of the Allotment Working Group will be Cllr Hazelwood and Cllr Steel.

Internal Financial Checkers – It was **AGREED** that Cllr Steele and Cllr Morgan will share this role.

6. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None.

7. TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 13TH APRIL 2022

Minutes of the Town Council Meeting held on 13th April had previously been circulated. The minutes were unanimously **AGREED** and signed.

8. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS

Reepham Life published an article about recent anti-social behaviour around Town and at Stimpson's Piece. Following the recent resignation of Sarah Fisher, there are now 3 vacancies on the Council.

9. REPORTS FROM POLICE, DISTRICT AND COUNTY COUNCILLORS

District Councillor – District Cllr Beadle reported on the recent Nutrient Neutrality changes, and the effect on local planning applications. The potential purchase of a new building to house the offices for South

Norfolk and Broadland District Council will be discussed in Full Council. The Members' grant has been renewed, so groups can apply for small expenditure items

County Councillor – County Cllr Peck reported on a new £7.7 million Norfolk Cost of Living Support Scheme, which will run until October, which will be administered as follows:

- £3.6m to support families with seven monthly cost of living vouchers for children eligible for means-tested free school meals. The payments will be £15 per month, per child, with an enhanced payment of £30 for August, to coincide with the school holidays. The total value will be £120 per child, over the course of the scheme. The vouchers will be paid from April (backdated) up to and including October. This approach gives families flexibility and choice by allowing them to budget monthly and offset vouchers against other financial pressures on their household bills and activities. It also means families will have payments during and outside school holidays with the option of saving them to use only in the school holidays if they prefer.
- £1m allocated to the council's Norfolk Assistance Scheme (NAS) to support families in hardship, where there isn't eligibility for free school meals. This support is available to families with very young children, young carers, and families caring for children with disabilities, many of whom may be facing significantly higher energy bills
- £2.2m, a third of the Government funding, to support those aged 65 or over by providing cash and voucher awards through the voluntary sector and other partners, including a specific collaboration with Anglian Water, as well as support through NAS. The work with Anglian Water will support customers aged 65 or over who are on Anglian Water's social tariffs, because they are in financial difficulty, providing a package of support to reduce and prevent debt. £700,000 of this funding will be distributed to district, borough and city councils to support vulnerable communities.
- £840,000 to support others in need, including funding for district, borough and city councils to meet immediate housing related concerns. This part of the scheme will also mean that voluntary sector agencies can refer those they are working with to the council for support.

Residents who find themselves in hardship are encouraged to contact Norfolk County Council on 0344 800 8020 to apply.

PC Colin Bailey – No report.

10. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK ON AGENDA ITEMS

None.

11. FINANCE –

(a) To approve list of payments made / to be made

The list of payments was circulated prior to the meeting. It was unanimously **APPROVED**.

(b) To receive the income & expenditure report to 30th April 2022

The Income & Expenditure report was received.

(c) To consider carrying over unused annual leave for the Clerk and RFO from 2021-22

Due to illness and staffing changes, the Clerk and RFO have not been able to use all their annual leave. It was **AGREED** that they can carry this over into 2022-23.

(d) To review fees for burials and monuments

It was **AGREED** to increase these, in line with Church of England burial fees.

(e) To approve reinvestment with Nationwide Building Society account in a one-year fixed rate account, interest 0.5% and to transfer additional funds from HSBC saver account, £32,000

This was unanimously **AGREED**.

(f) To approve payment of Town Hall audio equipment from general reserves

This was unanimously **AGREED**.

(g) To agree the CCLA investment dividends to be transferred to the Town Council community bank account

This was unanimously **AGREED**.

12. ALLOTMENTS – TO RECEIVE ANY UPDATES

Cllr Steel has looked at the Fiddlers Field site. It was noted that there are three vacant plots. These have been offered to people on the waiting list.

13. MARKET PLACE – TO CONSIDER UPDATING THE FOOTPATH MAP

It was **AGREED** that the Clerk should pursue this further.

14. OVERTON WAY PLAY AREA - TO APPROVE A QUOTE TO REPAIR THE FENCING

Two quotes were circulated to Councillors prior to the meeting. The quote from Ben Blake Services, for £560, was **AGREED**. It was agreed that the Clerk research a list of approved contractors.

15. TOWN HALL – TO CONSIDER INSTALLATION OF THE BT RED CARE PACKAGE ADD-ON TO THE FIRE ALARM SYSTEM

Following discussion, it was agreed not to purchase the add-on at this stage.

16. WHITWELL COMMON – TO RECEIVE AN UPDATE

Cllr Morgan met with the Clerk, and sent an update to the Whitwell Common trustees. There is an assumption by them that the Town Council's liability insurance covers the common. The Clerk is establishing whether this is the case with the insurers. It was **AGREED** that, in the meantime, the Clerk will write to the Trustees to advise that there is no cover in place, until the insurers can confirm either way.

17. CEMETERY – TO RECEIVE AN UPDATE

Nothing to report.

18. STIMPSON'S PIECE – TO RECEIVE A REPORT AND REQUESTS FROM THE TRUSTEES

The old tennis court is being cleared, so the overflow parking can be used for jubilee events. The community café plans are ongoing.

19. HIGHWAYS MATTERS

(a) To update on the possibility of extending the 20mph speed limit along Norwich Road as far as the junction with The Moor and requesting that HGV vehicles over 3.5t unladen weight are prohibited from the Market Place and Church Hill except for access / deliveries.

The Town Council remain keen to pursue a speed reduction on this stretch of road. County Cllr Peck suggested writing to Highways to officially request a reduction. Signs to advise that the Market Place is not suitable for HGVs has been installed, but the warning signs for pedestrians on Norwich Road, and the painted SLOW on the road has not yet been completed. It was **AGREED** that the Clerk will write to Highways to request a 20mph extension on Norwich Road, as far as The Moor turning.

20. PLANNING

(a) APPLICATIONS FOR CONSIDERATION

None.

(b) APPLICATIONS DETERMINED

(i) 20220312. 33 Ollands Road, Reepham. Single storey side extension. Approval granted.

(ii) 20220288. St Michaels and All Angels Church. Antenna installation. Approval granted.

(c) TO CONSIDER LATE PLANNING APPLICATIONS

None.

(d) ADDITIONAL INFORMATION ON APPLICATIONS

(i) APP/K2610/W/22/3296253. Land off Wood Dalling Road, Reepham. Outline application for 7 single storey dwellings with site access. Appeal made to the Secretary of State.

21. TO UPDATE ON PLATINUM JUBILEE PLANS, AND TO CONSIDER ANY ACTIONS NECESSARY

Any volunteer assistance to help set up, serve or clear up on the day would be greatly appreciated.

22. TO UPDATE ON WIND FARM CABLING CORRIDORS AND APPLICATIONS

A Vattenfall Community Benefit Fund meeting is taking place at Stimpson's Piece.

23. TO CONSIDER EXPLORING THE POSSIBILITY OF A PERMISSIVE PATH FROM THE HIGH SCHOOL TO

WHITWELL STATION, WITH ASSOCIATED COSTS

The possibility of a permissive path was raised by a member of the public at the Annual Town Meeting in April, as there has been an increase in footfall. Following discussion, it was **AGREED** that the Clerk will approach the landowner to make initial enquiries.

23. TO NOTE CORRESPONDENCE, ITEMS OF INFORMATION & REFER TO FUTURE AGENDA ITEMS

(a) Message from Steve Riley – BDC Overview & Scrutiny Committee Chairman – It was **AGREED** that the Clerk will respond to suggest that BDC look at their own approach to planning, to ensure they are following their own policies and procedures.

(b) BDC Proposed Public Space Protection Order – It was **AGREED** that the Town Council fully support the proposed order, and will request signs once it is renewed.

(c) Cllr Mitchell has received a complaint from a member of the public, regarding the removal of a hedge, which, it is claimed, is in contravention of planning permission. The Clerk will ask Planning Enforcement to look into this matter.

23. TO CONFIRM THE DATE AND TIME OF THE NEXT TOWN COUNCIL MEETING – 8TH JUNE 2022

It was agreed that the next Town Council Meeting should be held on Wednesday 8th June 2022 at 7:30pm at the Town Hall.

24. TO CLOSE THE MEETING

There being no further business, the Chairman closed the meeting at 8:45pm.

Minutes Agreed..... 8th June 2022