



**MINUTES OF THE MEETING OF REEPHAM TOWN COUNCIL
HELD ON WEDNESDAY 14TH FEBRUARY 2024 AT 7:30PM AT STIMPSON'S PIECE**

**Present: P. Mitchell (Chair), G. Kular, A. Herbert, S. James, J. Harding, M. Lester, S. Morgan (from 19:36).
Town Clerk – Kirsty Cotgrove
6 members of the public, including Mel Blanch (Youth Advisory Board)
District Cllr Stuart Beadle**

24/01. APOLOGIES FOR ABSENCE

Apologies were accepted for A. Hazelwood & M. Steel.

24/02. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None.

24/03. TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN COUNCIL MEETINGS HELD ON 13TH DECEMBER 2023

Minutes of the Town Council Meeting held on 13th December 2023 had previously been circulated. The minutes were unanimously **AGREED** and signed.

24/04. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS

The defibrillator has been installed on the external wall of Stimpson's Piece. Thanks were expressed to London Hearts who provided the grant, and to Reepham Football Club, Reepham Runners and Reepham Tennis Club for their pledged donations for the installation. The Clerk has spoken with Jamie Henry of Broadland District Council, who is in discussion with the District Council to arrange a service level agreement to pay for grass cutting.

24/05. REPORTS FROM POLICE, DISTRICT AND COUNTY COUNCILLORS

PC Colin Bailey – PC Bailey was not in attendance.

County Councillor – County Cllr Peck was not in attendance.

District Councillor – District Cllr Beadle reported that council tax is being discussed at the District Council, who intend to increase it to the maximum (additional £5 per year for a band D property).

24/06. TO CONSIDER CO-OPTION TO FILL VACANCIES CREATED AT THE ELECTION

Someone has approached the Clerk, expressing an interest in becoming a Councillor. She has sent a copy of the co-option application form, and will forward it to Councillors once it has been returned to her.

24/07. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK ON AGENDA ITEMS

None.

24/08. 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 31st December 2023

The Income & Expenditure report was received.

(c) To agree a retrospective grant of £305.67 to the Festival of Light to cover additional costs

Due to an increase in lighting installation costs, there was an overspend of £305.67. It was unanimously **AGREED** to approve the additional grant funding.

(d) To agree the allocation of the £300 Clean Up & Bloom grant, obtained from Broadland District Council

The grant was originally obtained for litter picking equipment, however the Bircham Centre has asked for some of the grant money to plant bulbs in their garden. Following discussion, it was agreed that the Town Council will pass £50 of the grant to the Bircham Centre.

(e) To consider, if required, a grant to Stimpson's Piece Trust, to cover deficit caused by recent works

The RFO has confirmed that this will not be necessary, as there is likely to be an underspend in other areas over the coming year, to balance out the small overspend.

24/09. ALLOTMENTS – TO RECEIVE ANY UPDATES

None.

24/10. MARKET PLACE – TO RECEIVE ANY UPDATES

Cllr Herbert will replace the broken bench with a spare, which is stored at Stimpson's Piece, and the Clerk will arrange for its repair.

24/11. OVERTON WAY PLAY AREA - TO RECEIVE ANY UPDATES

Nothing to report.

24/12. TOWN HALL – TO RECEIVE ANY UPDATES

There was a recent issue with the disabled toilet. This has now been repaired. A five-year electric check and fire risk assessment has now taken place, and PAT testing will go ahead next week. As St Michaels was not in use due to heating issues recently, the Town Hall was able to accommodate most of their sessions.

24/13. CEMETERY – TO RECEIVE ANY UPDATES

Following the recent storms, a resident bordering the cemetery reported that a branch had broken on a tree in the cemetery, which was hanging over his summerhouse. Feeney's Tree Services were able to attend quickly, and removed the branch.

24/14. STIMPSON'S PIECE – TO RECEIVE ANY UPDATES

None.

24/15. HIGHWAYS MATTERS

(a) To update on Highways issues in the Town, and consider any action necessary

There has been serious damage to Ollands Road wall, and it appears it has been struck by a large vehicle. The Clerk is obtaining quotes for repair. There has been no feedback from Norfolk County Council from the feasibility study. The Clerk will speak to the Highways Engineer to establish progress.

24/16. PUBLIC TOILETS – TO RECEIVE ANY UPDATES

Nothing to report.

24/17. PLANNING

(a) APPLICATIONS FOR CONSIDERATION

2024/0152. Blue Tile Farm, Kerdiston Road, Kerdiston. Proposed erection of 2 buildings for agricultural use. The Town Council has no comment or objection to this application.

2024/0167. 53 Station Road, Reepham. External render to the existing bungalow and extension. The Town Council has no comment or objection to this application.

2024/0214. 5 Church Street, Reepham. Rear extension over single storey bathroom to create first floor. Replacement of existing glazed roof to new solid roof. Removal of windows at rear and insert sliding doors. Alterations to existing garden store & installation of 2 roof lights. The Town Council has no comment or objection to this application.

BD0645. Tree(s) on Marriotts Way, south of DeJaVu, 12 Cawston Road, Reepham. The Town Council has no objection to this TPO.

(b) APPLICATIONS DETERMINED

2023/3337. Ivy House, Market Place, Reepham. Approval, subject to conditions.

(c) TO CONSIDER LATE PLANNING APPLICATIONS

None.

(d) TO RATIFY PLANNING CONSULTATIONS RECEIVED BETWEEN MEETINGS

2023/3674. Land North of Stony Lane, Station Road, Reepham. Erection of 22 assisted living bungalows (C2), management offices (E9g)(i), café (E(b) and associated works. Town Council comments made.

2023/3832. The Adnams, 45 Ollands Road, Reepham. Side and rear extension. Town Council no comment or objection.

24/18. TO CONSIDER IN PRINCIPLE A FUTURE GRANT APPLICATION FROM REEPHAM FESTIVAL, AND TO CONSIDER A REQUEST TO CLOSE HALF OF THE MARKET PLACE FOR THE 2024 FESTIVAL

Last year the Town Council gave the Festival a grant of £800, and received a grant for the same amount for Stimpson’s Piece. Reepham Festival received a £12000 grant from Broadland District Council this year.

Following discussion, as a number of criteria cannot be met it was **RESOLVED** not to consider a grant this year unless they can demonstrate that the grant criteria can be met. The Clerk will reply to the representatives to let them know. The landlords of the Kings Arms have asked if the request to close half the Market Place can be deferred to March, when they can attend the meeting. This was **AGREED**.

24/19. TO RECEIVE THE TREE RISK ASSESSMENT CARRIED OUT IN DECEMBER 2023, TO CONSIDER THE RECOMMENDATIONS AND AGREE QUOTES IF AVAILABLE

The recent tree risk assessment highlighted some work required to be done within 9 months, and some within a year. The Clerk has received two quotes for the more urgent work. Following discussion, it was agreed to accept the quote from Feeney’s Tree Services.

24/20. TO UPDATE ON WIND FARM CABLING CORRIDORS AND APPLICATIONS

The Orsted Community Grant Fund opened today. The Clerk and Cllr James are looking to see if an application can be made for improvements to the Recreation Ground.

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

(a) World Café – request for volunteers. Cllr James reported that Broadland & South Norfolk District Council are piloting a community engagement programme, and Reepham has been included in this as a priority area. The plan is to get as many people as possible in the community together to talk about health and wellbeing. They would like to train 25 volunteers to become hosts and facilitators, then they will host an event in May time, to shape health & wellbeing priorities in the area, with follow up events planned afterwards.

An email was received today, from the Agents for the High School, regarding the air source heat pumps. A small number of residents complained about noise from them, and following investigations, Broadland District Council Environmental Health Officer has advised the District Council not to discharge the current planning conditions, which relate to noise levels. The school were therefore told today that they must be switched off. This could result in the closure of the Science block and the English block. If this is the case, Cllr Mitchell proposed writing to the Planning Department to express the Town Council’s deep concern about the impact on the education of the students, many of whom are taking important examinations this summer. This was unanimously **AGREED**.

A member of the public arr. at 20:18.

24/22. TO CONFIRM THE DATE AND TIME OF THE NEXT TOWN COUNCIL MEETING –13TH MARCH 2024

The Town Council Meeting will take place on Wednesday 13th March at 7:30pm at Stimpson’s Piece.

24/23. TO CLOSE THE MEETING

There being no further business, the Chairman closed the meeting at 8:20pm.

Minutes Agreed..... 13th March 2024