



# Raynham Parish Council

## Meeting Minutes

Tuesday 30 November 2021, 7pm

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Parish Councillors present: David Sidell (Chairman), Richard Brooke (Vice Chairman), Tim Mudd, Tracey Fenn, Barry Sergeant, Tom FitzPatrick (County Councillor). Also in attendance: Jodie Bond (Parish Clerk), there was 1 member of the public (until item 8).

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**1. Welcome and to receive apologies for absence**

Apologies received from Andrew Buck and Nigel Housden (District Councillor). Apologies accepted.

**2. To receive declarations of interest in items on the agenda and consider any requests for dispensations**

Cllr Sidell and Cllr Brooke declared a pecuniary interest in item 8.1. It was RESOLVED to grant Cllrs Sidell and Brooke a dispensation to participate in the consideration of item 8.1

**3. To approve the minutes of meeting held on 28 September 2021**

The minutes of meeting of 29.09.20 were amended to make corrections to the figures in item 10.1, highlighted by Cllr Fenn while undertaking a financial check. These minutes and the minutes of our last meeting were then approved as a correct record and signed by the Chairman.

**4. To hear from Rob Henry from NNDC regarding the Governance Review (boundary change)**

Mr Henry was unable to attend but hopes to attend a meeting in the New Year, but is happy to take questions in the meantime.

**5. To report progress on items not on the agenda from the last meeting**

There were none.

**6. To receive reports from NCC Cllr & NNDC Cllr, if attending**

Cllr Tom FitzPatrick

Please see our website for report. It was suggested that a note is included in the village newsletter highlighting the reports.

Cllr Nigel Housden

Not present.

**7. Open forum for Public Participation: an opportunity to hear from members of the public**

The member of the public present wished to raise concerns with the spot lights around St Margaret Church ruins and wished to know how they were agreed? She was concerned about their detrimental effect on wildlife and the environment. There are lots of nocturnal creatures that live there, how are they able to establish an eco-system when the lights are going off and on. Cllr Brooke and the Clerk advised that this is a matter for the Parochial Church Council and that any issues should be raised with them. The Parish Council have no responsibility for the church grounds.

However, Councillors did agree that if the lights could be switched off at a certain, and reasonable time each night, this may help with the wildlife concerns. Cllr Sergeant advised that if bats reside in the ruins then lights would not be permitted to be shone on them.

## **8. Open Spaces**

- 8.1 LED streetlighting fund update & consider request for Victorian style lanterns in Hollow Lane
- o The grant funding from Sheringham Shoal has been received. The Council RESOLVED to promote the grant on the website in the newsletter.
  - o A member of the public has requested installing Victorian style streetlights in Hollow Lane.
  - o They have been awarded full funding from the Solar Farm.
  - o Following discussion, the Council RESOLVED to authorise the installation of Victorian lanterns on Hollow Lane, subject to receipt of the funds in advance. This work will be carried out by K&M Lighting in conjunction with the other LED lighting project work.
  - o K&M Lighting had notified the Clerk that UKPN had broken one of the streetlights when changing their pole. Clerk has contacted UKPN and will follow up with this to request that a new cut out is made and the bracket and lantern re-fixed.
- 8.2 Receive update on the footpath behind The Drove/Hollow Lane
- Due to a large workload NCC are a little delayed. They have been corresponding with Raynham Estate and hope to have an update on this matter in the New Year.
- 8.3 Receive update on bus shelter at The Orchard
- No update received. Cllr Mudd had telephoned and requested a call back from Mr Geoff Lyons, however he hasn't returned his call yet. Clerk will follow up with this via Cllr Housden. Cllr FitzPatrick did offer to help speed things along, however he would first need to liaise with Cllr Housden.
- 8.4 Receive an update on the leaking septic tank on Hollow Lane
- Clerk and Chairman updated Councillors on recent communications with NNDC and advised that a local parishioner had been in contact to complain about the ongoing issue.
- It was agreed that the Clerk would contact NNDC again, following this meeting to request that unless confirmation that this matter is rectified within the next few days, an enforcement notice is served on the residents in question with a statutory warning to resolve this matter without further delay.
- 8.5 Discuss and report any other highways issues
- o Cllr Brooke reported that the grate at the bottom of Hollow Lane (by the school) needs to be cleared. Clerk advised that we only receive 1 days' notice of the Rangers scheduled visit and it is not really enough time to receive input from Councillors. Cllr FitzPatrick suggested that we copy him in on future emails.
  - o Cllr FitzPatrick also noted that there is work and discussions going on with landowners to help prevent flooding.
  - o Cllr Fenn asked, now that the school has closed will the road still be gritted. Cllr FitzPatrick confirmed that it would, this is because there must be at least one route in and out for the emergency services.

8.6 Receive report on the SAM2

Following a zoom meeting with Westcotec yesterday, which was attended by the Clerk and Cllr Brooke, it was explained that to extract the data from the SAM2 we must use the cable provided. The software can be downloaded and regularly updated directly from Westcotec's website and the data extraction is quite simple. All the data formats are already available, including a summary of data, from the software. Cllr Sidell highlighted that the problem is downloading data at the roadside with a laptop or having to do many trips to take the SAM2 indoors to download it and then take it back. The Council therefore RESOLVED to upgrade to the Bluetooth option for ease, subject to funding. This will be budgeted for in the next precept, approx. cost will be £450.

8.7 Receive an update on the trod adjacent to Bowling Green, West Raynham

NCC provided some pricing information for a new trod. As the school has now closed the footfall has reduced again so it was felt that the trod is not as important as it was. All AGREED to put this project temporarily on hold.

8.6 Receive report following meeting with Tom Raynham regarding plans for the school site

Following a meeting with Tom Raynham and Abbie Panks they revealed that the Estate plans to turn the school site into a community hub, which could be utilised for a number of different purposes, such as a village shop, meeting rooms, play groups, a pub, etc. It would be run by local volunteers with a paid manager. Members of the public could buy shares in it and become stakeholders. The Estate are going through the process of reclaiming the lease from the school, then there will be a public consultation. There is a lot of structure to be implemented but there are grants available, so they can do an in-depth survey first. Abbie commented that every community hub that has been set up in England is still running. Profits made would be ploughed back into the community. A good response was also received at the Village Hall Committee meeting. It was agreed that this service would be a benefit to the community. Cllr Brooke proposed that the Council send a letter of support to Tom & Abbie and suggest that they move forward with a feasibility study.

**9. Planning Matters**

9.1 To receive results of applications

PF/20/0756 | 9 & 10 West Raynham Road, South Raynham, Fakenham, NR21 7HG

NNDC decision – Pending.

LA/20/0757 | 9 & 10 West Raynham Road, South Raynham, Fakenham, NR21 7HG

NNDC decision – Pending.

PF/20/0763 | Plot opposite No. 9 West Raynham Road, South Raynham

NNDC decision – Pending

PF/17/0729 - Erection of 94 dwellings

NNDC decision – Pending.

PF/20/1591 | 1 Swaffham Road, East Raynham, Fakenham, NR21 7EE

NNDC decision – Pending.

PF/20/1580 | 8-10 Swaffham Road, East Raynham, Fakenham, NR21 7EE

NNDC decision – Pending.

PF/20/1581 | 7 Swaffham Road, East Raynham, Fakenham, NR21 7EE

NNDC decision – Pending

LA/21/1965 | Works to replace existing damaged wallpaper covering to the walls of Belisarius Room & adjacent bedroom to 1st floor with a new fabric wall covering to the walls. Other works on a like-for-like basis | Raynham Hall, Swaffham Road, East Raynham, Norfolk, NR21 7EP

PC comment – None submitted, due to time restrictions | NNDC decision – Approved.

9.2 To receive and consider new applications

There were none.

**10. Receive and consider and correspondence**

Bus shelter brochure – made available to Councillors.

**11. Financial matters**

o A quotation had been received from SSE as a comparison to our existing electricity supply, however Cllr Brooke proposed that the Council do not make a decision until the LED lighting has been installed. All AGREED.

o Clerk advised that Eon and N Power are merging and we must notify our bank that the direct debit customer number must be changed. All AGREED. Clerk and Chairman signed the mandate.

11.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

<b>Payment to</b>	<b>Description</b>	<b>Ref</b>	<b>Payment</b>
Eon	Electricity	DD	115.45
K&M Lighting	Street Lighting	Online	50.18
Clerk	Salary (Oct-Nov)	Online	244.32
Hempton PC	Clerk Mobile, Laptop & Stationery Contribution	Online	21.98
CGM Ltd	Grass Cutting	Online	244.78
R Swain	Bus Shelter & Grit Bin Clearing	Online	50.00
Total payments to be approved			£726.71
<b>Receipt from</b>	<b>Description</b>	<b>Ref</b>	<b>Amount</b>
NNDC	Precept (2 <sup>nd</sup> Instalment)	DC	3268.00
HMRC	VAT Refund	DC	322.00
NCF	Grant for LED Street Lighting	DC	1540.00
Total receipts received			£5130.00

Payments to be made online.

**12. To receive any items for inclusion on the next agenda and to note the date of the next meeting**

The date of our next meeting will be Tuesday 25 January 2022. Subsequent meetings for 2022 will be 29 Mar, 31 May, 26 Jul, 27 Sep, 29 Nov.

The Chairman wished everyone a good Christmas and closed the meeting at 8.28pm.

Signed by Chairman: ..... Date: .....