

SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

Clerk to the Council – Jim Graves C.Eng. M.I.E.T. D.M.S. M.C.M.I.
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MINUTES OF THE MEETING HELD ON July 20th.2022

Present: Mrs.Sue Darling – Chairman Mr.Steve Williams Mr.John Powles
Mrs.Helen Mutimer Dr.Mark Hassall Mr.Trevor Nelson Ms.Jayne Phillips
In attendance: Mr.J.Graves - Clerk Mr.Peter Bulman (BDC) Public – None

- a) **Public participation** None
- b) **Police Report** The website indicated no recorded crimes in April or May
- c) **Norfolk County Council Report** n/a
- d) **Broadland District Council Report** Mr.Bulman reported that the local MP Jerome Mayhew would be in Swannington on August 23rd. at 10.00 a.m. and would be pleased to meet councillors and residents on the green next to the parish pump.
- e) **Full Council meeting**
 1. **Apologies** Mr.Greg Peck (NCC)
 2. **Declarations of Interest** None
 3. **Minutes** of the meeting on May 18th. were confirmed and signed.
 4. **Reports** The Clerk reported that the HMRC software was now being used for PAYE and that the clerk's remuneration would be submitted quarterly. He had discussed invoicing with CGM, the grounds maintenance contractor, and had established a new method based on operatives time sheets rather than the contracted schedules to ensure payment was for actual work carried out.
 5. **Planning** No objection was raised to the prior notification for approval for change of use of an agricultural building to a dwelling house at Hall Farm, Lt.Witchingham.
 6. **Commons** The Clerk reported on a site meeting between himself, Mrs.Mutimer and Mr.Williams with the preferred contractor to discuss the finer detail of the Upgate Common walkway project. Assurances were given that the inclusion of pipes under the path were purely for pond overflows and would not interfere with the natural flushings through the site. No further action was proposed at this time until approval had been given by Natural England. Mr.Williams had established contact with the new case officer and would have a site meeting in early August. Parking on the Upgate access track would be kept under review and considered again in September. The Clerk had been notified by NCC of a dying ash tree on the edge of Alderford Common which would need to be felled. Competitive quotations would be obtained and they may need to include a partial road closure.
 7. **Village Name Signs** A request from a resident to submit proposals under the NCC parish partnership scheme for roadside nameplates to be erected to show the parish of Alderford did not command support.
 8. **Beacon on Swannington Common** A proposal to erect a beacon on the green for future national events was considered and before proceeding further, the likely costs would be investigated together with any need for planning permission.
 9. **Noticeboard** The Clerk showed illustrations of various types of noticeboard which could replace the damaged one adjacent to the bus shelter. It was felt that this needed further consideration and a wider range of alternatives.
 10. **Correspondence** None
 11. **Finance** The Clerk tabled an update on the Council's finances and the following cheques were signed:

J.Graves – salary and expenses 1 st . qtr. (inc.PAYE)	£731.19
CGM – Playing field and common mowing (inc.PAYE)	£54.00
Norfolk Conservation Corps – Commons work)	£19.50

12. Clerk's and Councillors' Reports Mr.Nelson would arrange a gratuity of up to £25 for Mr.Dack who had made no charge for the internal audit. A slight wound to a pony on Uppgate Common had been reported to the owners (NWT). Notification had been received that the resident at the corner of Broad Lane and The Street had put in hand measures to cut back the laurel hedge which was causing visibility problems.

13. Next Meeting Swannington Church September 21st. 2022