

SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Wednesday 8 July 2020 at 7.30pm.

The meeting was held online via Zoom under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

**Present**

Mr Ed Jones – Chairman

Mrs Sue Darling

Dr Mark Hassall

Mrs Helen Mutimer

Mr Trevor Nelson

Ms Jayne Phillips

Mr Steve Williams

**In Attendance**

Mr Peter Bulman – Broadland District Councillor – Gt Witchingham Ward

Mrs Patricia Kirby – Clerk to the Council & Responsible Financial Officer

2 Members of the Public

The Chairman opened the meeting and welcomed those present.

**1. Apologies for Absence**

All members present.

**2. Declarations of Disclosable Pecuniary and other interests**

In respect of the minutes, reaffirmation of previous declarations from those present.

No further declarations.

No dispensation requests received.

**3. Minutes of the meeting held on 18 March 2020**

The minutes, having previously been circulated, were approved and will be signed by the Chairman as a true record when the next face to face council meeting.

**4. Information arising from the minutes**

- Bank inconvenience matters. Offer of £50 had been increased to £100 on further investigation. A 'with apologies' sum of £100 subsequently received. Matter closed.

**5. COVID-19 matters**

**Contingency & Action Plan**

**RESOLVED** to adopt

**Standing Orders**

**RESOLVED** to suspend and substitute as appropriate to regulate meetings held in respective formats

**Virtual Meetings Policy**

**RESOLVED** to adopt

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Approved.....

Date..... 12/8/20

## Restrictions of basic (free) Zoom

It was noted Government restrictions were being lifted and anticipated the next meeting would be held face to face. The restrictions were noted.

## 6. Public Participation

No representations received.

## 7. Finance

**Verification of invoices.** Signatories confirmed the check and verification to date.

**Bank Reconciliation.** The Chairman confirmed the reconciliation to statement 15 June 2020.

### **Schedule of Receipts & Payments.**

**RESOLVED** to accept income and expenditure as follows

#### **Receipts**

	£
18. SPAL. Rent 20/21	1.00
19. Barclays. Interest. Reserve A/c	4.36
20. Barclays. Interest. Commons A/c	8.15
1. BDC. Precept	4713.00
2. RPA.	2948.45
3. Barclays. Inconvenience payment	100.00
4. Barclays. Interest Reserves	3.33
5. Barclays. Interest Commons	6.60

#### **Payments.**

68. HMRC. PAYE Jan, Feb & March	153.00
69. NPF. March conts	82.99
70. TCV. Upgate mileage	20.28
71. CGM. Play area grounds October	63.00
72/73. Clerk. March salary	229.10
74. Nflk Conservation Corps. Jan – March tasks	33.00
1. Norfolk wildlife Trust. Vet/farrier contrib 19/20 Ponies Upgate	1612.00
2/3. Clerk. April salary	280.10
4. NPF. April conts	84.47
5/6. Clerk. March & April Contract & admin expenses	80.54
7. CGM. Play area grounds May	63.00
8. NPF. May conts	84.47
9. BDC. Fly tip removal Alderford car park	117.38
10. NflkALC. 20/21 subscription	121.19
11/12. Clerk. May salary	280.10
13. CGM. Churchyard grounds contribution - May	128.23
14. Came & Co. Ann Ins renewal 20/21	420.59
15. CGM. Churchyard grounds contribution – April	128.23
16. CGM. Churchyard grounds contribution – June	128.23
17. CGM. Play area grounds April	63.00
18. CGM. Play area grounds June	63.00
19. NPF. June conts	84.47
20/21. Clerk. June salary	280.10
22. Clerk. May & June Contract & admin expenses	64.63

Approved.....  
Date..... 12/8/20

## 8. Reports from Clerk Chairman & Members

Written report from the Clerk noted. Members confirmed the communications from NfIkALC Wellbeing to be listed on the non circulated list.

Chairman: Nothing to report.

Finance: Mr Nelson briefed on the basis for recommendation of the insurance renewal.

Commons: Written report received from Mr Williams. Noted

Highways: Matters had been reported. Individuals were encouraged to report.

Footpaths: Five of six finger posts had been replaced.  
The matter of the volunteer status and engagement for cutting and strimming footpaths was ongoing.

Planning: Nothing to report.

## Planning Applications

Planning applications.

### **20200638 - Church Farm, Church Road, Little Witchingham**

Erection of agricultural grain drying and storage silo.

### **20200924 - 2 Rose Cottages School Road Swannington**

Change of Use from Outbuilding to Annexe.

**RESOLVED** to ratify no objection to the above applications.

### **Hornsea Project Three.**

**RESOLVED** to ratify no representations in respect of the further information in relation to its application for a development Consent Order (DCO).

**Haveringland Hall Country Park.** Communication from Parish Meeting in respect of application 20191426.

**RESOLVED** to object on the following basis

- Increased visitor pressure on Alderford and Upgate from increased numbers of visitors seeking opportunities for country walks. Car parking is already at capacity. Increased cars could potentially prevent existing users from parking.
- Increased public pressure on these sites could potentially be detrimental to wildlife interests on both SSSIs.
- In the 92 page Ecological Report accompanying the application the authors refer to "an unnamed stream" flowing from the lake. That stream is Swannington Beck, the source of which is Haveringland Lake. Swannington Beck could be affected in several ways:
  - Proposals to intercept rain water could reduce flow rates
  - Serious doubts have been raised about the adequacy of sewage provisions and risks of flooding. If a pulse of polluted water were to be released into the stream it could potentially damage aquatic wildlife on the two SSSIs in Swannington Parish. The aquatic organisms themselves could be detrimentally affected but so could strongly protected associated species such as kingfisher, otter and water vole. All of these could also be harmed

- The IDB have referred to Swannington Beck as the least polluted tributary in the whole Wensum catchment area, as so little of it is immediately bordered by arable land.

**10. To ratify agreement to correspondence/administration**

- adoption of Expenses Policy effective from 5 April 2020 following increase in HMRC working from home non profit making rate.
- NflkALC subscription for 20/21 at a cost of £121.19
- Renewal of annual insurance as proposed by Cllr Nelson at a cost of £420.59

**RESOLVED** to ratify

**11. Exchange of Information**

The litter bin at the bus stop in Swannington is broken. Clerk to report to BDC.

**12. Next meeting**

Subject to confirmation the next meeting would be held in **St Margaret's Church, Swannington, on Wednesday 12 August 2020 commencing at 7.30pm.**

**The Chairman gave thanks for attendance and closed the meeting at 8.23pm**

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Approved.....

Date.....



12/8/20