

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 NOVEMBER 18th.2021

Present: Mrs.Sue Darling – Chairman

Mr.Steve Williams Mr.John Powles

In attendance: Mr.Jim Graves – Clerk

Mr.Peter Bulman (BDC Councillor) Public - two

- a) **Public Participatrion** None
- b) **Police Report** No crimes had been recorded in August and September
- c) **NCC Report** None
- d) **BDC Report** Mr.Bulman gave an overview of issues in or adjacent to his ward including the Honingham Food Hub, potential development between Honingham and Easton, the Western Link and Dinosaur Park expansion. The co-location of BDC and SNDC council offices was still under discussion and not likely to be resolved until 2022.
- e) **Full Council**
 1. **Apologies** had been received from Mr.Nelson, Mrs.Mutimer and Dr.Hassall
 2. **Declarations of Interest** None
 3. **Minutes** of the meeting on September 15th. were confirmed and signed.
 4. **Reports** The Clerk reported that the bin adjacent to the bus stop should be emptied by Broadland District Council on a weekly basis.
 5. **Planning** 20212051 Gardeners Cottage, Ketts Lane. No objection was raised to the change of use from amenity land to a seasonal glamping site for three tents.
 6. **Council Vacancies** The Clerk reported that Dr.Hassall and Mrs.Philips were no longer members of the Council due to non-attendance and resignation respectively. He would be observing the necessary procedures by first notifying BDC Electoral Services Dept.
 7. **Parish Council Website** Following a report by the Clerk it was agreed to set up a website hosted by Norfolk ALC who operated a template well suited to small parishes. The current cost is £35/annum.
 8. **Payroll Arrangements** The payroll was currently operated by an accountant in Catton (annual fee £133). It was agreed that from the end of the financial year the Clerk would use the free software supplied by HMRC.
 9. **Banking Arrangements** The Clerk had drafted letters to Barclays to amend the address for statements and to give internet access to the accounts for observation only.
 10. **Uagate Boardwalk** This was still under investigation and it was hoped that various alternative proposals with approximate costs would be available for the January meeting after which a public meeting could be called to decide the way forward.
 11. **Platinum Jubilee** The Luncheon Club were forming a small committee to decide on the nature of the function to mark the jubilee and Mrs.Darling and Mr.Powles were nominated to represent the Parish Council.
 12. **Dog Bin** A request for a bin at Uagate Common did not find support but the situation would be monitored.
 13. **Defibrillator** A request for one at Uagate did not find support. A potential site and funding was being explored by the Luncheon Club and the Council was likely to be asked for a contribution.
 14. **Correspondence** The Lord Lieutenants office would be invited to the January meeting to present the plaque marking community resilience during the pandemic.
 15. **Finance** The Clerk gave an approximation of balances and hope to give a detailed report once the banking changes had been put into effect. There were no cheques to be signed.
 16. **Clerk's and Councillors' Reports** Mr.Willams gave an overview of the Commons and said that the High Level Stewardship agreement had been extended for another year. Mr.Powles had reported verge, tree and white line issues to NCC Highways. Mrs.Darling reported that an ash tree near to the bridge would need to be removed and it was hoped that this could be done without road closure.
 17. **Next Meeting** Swannington Church Wednesday January 19th. 2022