

APPROVED MINUTES OF THE NORTH PICKENHAM PARISH COUNCIL MEETING
HELD AT ST. ANDREW'S CHURCH ON
7th NOVEMBER 2023

Present:

Chairman T. Ryan, Vice Chairman T. Goodwin, Cllr M. Cousins, Cllr. M. Saxon, Cllr R Parsonson, Cllr S. Haley, Cllr. D. Barrington, County Cllr. F. Eagle & Parish Clerk, Laurie Shepherd. There were 6 members of the public.

1. Open meeting and welcomed members of the public:

Good evening and welcome to the Parish Council meeting.

2. To consider accepting apologies for absence:

None

3. Declarations of interest on items on the agenda and consider any requests for dispensations:

There was discussion surrounding Cllr. D. Barrington needing to declare interest on Point 9 of the agenda due to him being on The Community Hub's committee. Cllr. D. Barrington maintains that as he is on the committee solely as a volunteer, he is not liable for declaring his place on the committee as a pecuniary interest or other interest. He takes full responsibility for this decision.

4. To approve the minutes of the Parish Council meeting held at The Pavilion on 5th Sep 2023:

The minutes were agreed by everyone who attended the meeting. The minutes were signed by the Chairman.

5. To note matters arising not included on the agenda – FOR INFORMATION ONLY

- The next Snap Meeting will be held at the Pavilion on April 29th, 2024
- The Hedge has been cut at Glebe House. The Council extends thanks to the owner for doing that.

6. To consider Chairman's announcements:

- None

7. Clerk's correspondence:

- Police reports for the Swaffham area
- Relayed thanks from Holme Hale Parish Council

8. To consider payment of Direct Debits and BACS from September:

Method	Description	Amount
DD	Npower Street Lights	£45.08
DD	EON Pavilion Electricity	£18.78
BACS	Trevor Goodwin (TUFTS Woodstain)	£23.98
BACS	Clerk's wage (296.92) WFH (13.50)	£310.42

Payments for the month are sent by email to all Councillors prior to the meeting. Payments for October and November to be agreed.

9. Vote on £300.00 Donation for Christmas Fayre at the Hub

It was put to a vote on whether or not to send the funds and it was a unanimous agreement bar Cllr. D. Barrington who chose to not vote unless a tie breaker was needed. Clerk to organise payment.

10. Update on the Picnic Table on the Playing Field

Cllr. T. Goodwin informed the Council that getting new legs for the table isn't an option as that model is no longer made. Taking the legs out and bracing them is a potential option to fix it. Cllr. M. Saxon recommended taking them off and swapping sides. The Council will be taking on this project. A new picnic table would be £500.

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11. Remembrance Sunday

Everything has been organised. There is a youth member of the public who has volunteered to lay a cross at the Memorial. Lay Minister Jackie Cook will be conducting the service. A member of the public has donated £100 to pay for the refreshments after the Services. Clerk to liaise with the caterer to get payment to them. An American Major will be attending the Services.

12. Disabled toilet update

Builders are working in the Pavilion as of the 6th of November. The wall between the main hall and passage to the toilets has been cleared. Rebuilding and creating another door in the passageway is left (all included in original quote). Ceiling will be skimmed soon to clean it up. There will also be safety flooring put in. Cllr. R. Parsonson suggested that if the roof was going to be reskimmed to go ahead and upgrade the lighting to LED lights. Cllr. T. Goodwin was already working through ideas on putting in upgraded lighting and quoted the Council at around £60 per light or £180 in total. The Council agreed to have this done.

13. Governance documents for the Heritage Centre

Chairman T. Ryan informed the Council that collecting the village documents to write a book was originally begun by County Cllr. F. Eagle over 10 years ago. All pictures were in the Blue Lion and the Council was given very little notice on the 23rd of March, 2013 to get them out. The Chairman at the time spoke with Cllr. R. Parsonson about cataloguing the collection and organizing the Village books and information. There are six books. The proposed Governance Documents are requesting and detailing Charity Status. Copywrite of the books will be handed to the Pavilion/Charity and any income from the books will go towards the village. The request is that the Council all agree to send the Governance Documents. Cllr. S. Haley expressed concern over the viability of the Heritage Centre and whether or not that would limit the usage of the Pavilion (a council asset) to only the Heritage Centre. Would the Pavilion be tied to the Charity Status and what would that mean if a football club wished to use the facilities. Cllr. R. Parsonson explained that applying for Charity status is simply that. The Heritage Centre needs to have charity status to open up 80% of Grants. The documents also state that the Chairman of the Parish council in future will always be first on the board of trustees. It was clarified that it is not museum status being applied for. Cllr. M. Saxon questioned who would be responsible for insurance on assets belonging to the Heritage Centre and if the Heritage Centre gets Grants to build on or develop the Pavilion, how does that work with ownership and insurance. County Cllr. F Eagle said that the Parish owns the freeholding of the Pavilion and the Heritage Centre would own any additions or pay rent of sorts. Cllr. S. Haley expressed concern about the Heritage Centre being tied to the building.

A member of the public asked if the Pavilion would still be available to other to use. Chairman T. Ryan confirmed that it would still be open to usage by the Village.

County Cllr. F. Eagle explained to the Council that the Heritage Centre would be an amazing asset to the village. There is rising interest in the history in this area and this would be the most direct way of capitalising on it. Cllr. D. Barrington raised the point that Apple+ are bringing out a TV series in partnership with the Bannock Brothers called Masters of the Air. County Cllr. F. Eagle knows the Norfolk producer and would like to hold a showing of the series in the Hub with the producer present and willing to give a speech on the history and involvement of the show. The series comes out on January 26th and will only be available on Apple+

In conclusion, although it has taken a long time to get to this point due to losing all progress a few years ago, the Heritage Centre will be an asset to the village and a great way to capitalise on the rising interest in this part of history.

There was a vote and all the Council were in agreement to send off the documents. Cllr. R. Parsonson will do so.

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There was discussion surrounding the Blue Lion and photos they may still have and how some of the photos donated to the Heritage Centre came about.

14. Update on plans for the carpark at the playing field

As there have been no fetes in the village for years, there seems to be no direct need for a carpark or discussion surrounding one until after the garages have been complete. Cllr. M. Cousins expressed concern over public visiting the park. Unfortunately, they would need to park at the top of the road and walk down to use the playing field. A member of the public questioned the future of the Heritage Centre if there was no parking. Cllr. M. Saxon seconded that concern, asking if the plan for the Heritage Centre long term is to be open regularly, wouldn't there be need for a car park? Chairman T. Ryan said that in the long run there will need to be a car park. Cllr. R. Parsonson questioned if perhaps reinforced grass would be a solution. There was discussion on reinforced grass, or giant roll of netting to not interfere with the grass. Cllr. S. Haley to look into options and find prices for the Council to consider.

15. To discuss possible fencing on Playing Field after finalisation of Garage Area

There is not much to discuss until the work on the garages have been done. The owners have requested that the gate moved back a little.

16. To discuss hedge trimming on South and East boundary

Cllr. R. Parsonson suggested a work party to get out to the hedge and cut it back. Cllr. D. Barrington asked what equipment does the village have. Chairman T. Ryan said 2 generators. Cllr. R. Parsonson has an electric hedge cutter. The Clerk has an electric one as well. This will go on the agenda for the January meeting to get a working party set up, before March 2024.

17. Tree cutting back quotes

The Council is waiting on quotes from TTSR. Clerk to set up an appointment with an arborist for a second quote. There was some discussion on the ownership and responsibility of said trees, but as the Parish Council volunteered to take care of them, quotes will be reviewed and a decision will be made then.

18. Street light obstruction update

Cllr. M. Cousins believes that the new owners will be moving in Friday 10th and will reach out a week or so later with Cllr. R. Parsonson to speak about cutting back the tree.

19. Village sign update

Chairman T. Ryan and Cllr. T. Goodwin have scoped out four companies that could potentially help with the sign. They queried how good the current wood is and if this is a new paint deal or completely new sign. Cllr. M. Saxon explained that he cut out the rot years ago and put in new wood, and replaced the letters with cast iron letters. Potentially one could cut it back all the way to wood and not repaint it. The wood itself has no rot as of now, just concerned about the viability of the sign as the years go by. He will be bringing down the sign soon for repainting and holding it till spring of 2024

Cllr. T. Goodwin informed the Council that a new resin sign would cost £3,500. While that is a large number, Chairman T. Ryan reminded the Council that there are earmarked funds for the Wooden Man/Village Sign depending on what the Village preferred. Cllr. M. Saxon said that it would be lovely for a new Village Man to be made out of wood. Chairman T. Ryan has contacted two metal workers who have done village signs before. They will be coming back with ideas and prices. Cllr. T. Goodwin asks if the current sign could be coated in resin to protect it. Cllr. M. Saxon said he has thought about putting a small roof above the sign to protect it from the elements. County Cllr. F. Eagle suggested the Council speak to Laserquest in Swaffham for designing and making a new sign. The general consensus is that the Council need more ideas before a decision is made. Clerk to ask if a notice can be put in the Periodical asking for ideas from the public.

20. Grass cutting in the village

After a miscommunication from the Clerk on understanding who was responsible for the cutting of the grass around the Village sign on Hillside, it was determined that the cutting of grass there is the

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responsibility of Highways to cut. Cllr. M. Saxon asked if it is an option to pay TTSR to cut it more often. There could be rebates available to pay towards that. Clerk to liaise with Norfolk County Council on the Council potentially taking over the cutting of this grass and receiving a rebate to cover that cutting.

21. To discuss swings for older children in the play area

Cllr. T. Goodwin informed the Council that it would be a total of £3,327 to put in adult swings. £1,465 for the double swing, £942 for a grass mesh mat underneath, £795 for the delivery and installation and £125 for any protective fencing. There was discussion over the safety of the swings being in close proximity to the young children's playing area and how it would benefit a very small part of the population. A member of the public mentioned that other parish swings dealt with an overabundance of bird poop, but the Council has a good cleaner for the play area. Other Councils have advised against adult swings as it encourages older children using the play area and damaging the young children's area. It was unanimously agreed that it would be too expensive.

22. To decide on whether to keep Bi-monthly meetings or go to monthly meetings and decide on meeting dates for 2024

Cllr. M. Cousins brought to the Council that the agendas seemed quite long and there seemed to be a need for monthly meetings. There was discussion around this and Chairman T. Ryan detailed that while the agendas might be long, having monthly meetings would wind up being overkill due to the nature of the topics on the agenda. Cllr. M. Saxon expressed concern over the communication amongst the councillors and that at times there seemed to be a lack in communication over important business. After putting it to a vote, it was decided to maintain bi-monthly meetings on the first Tuesday of each month bar January. The dates for 2024 are as follows.

January 9th
March 5th
May 7th
July 2nd
September 3rd
November 5th

23. Planning Applications/Decisions:

Reference Number	Address	Date	Description	Outcome/Update
3DC/2023/0190/DOC	NORTH PICKENHAM Land Off Houghton Lane	June 26 th 2023	Discharge of Conditions 6, 7 & 12 On 3PL/2022/1201/F (Discharge Conditions)	Undecided

The Council is opposed to the Discharge of Conditions 6, 7, and 12 as it removes the obligation to the building site to keep water on their site. This could cause flooding. A member of the public asked if they could be requested to put in concrete culverts to direct the water. This led to a discussion about the flooding and comments from members of the public and County Cllr. F. Eagle on verbiage surrounding reporting. Clerk to submit comments on the planning application.

24. To decide on matters for inclusion on the next agenda.

Update on Picnic Table on the Playing Field
Disable Toilets update
Update on prices for car park
Tree cutting back quotes
To set work party for hedges on the South and East Boundary
Tree cutting quotes
Village Sign update
Grass cutting quotes for playing field
Quotes for electricity

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25. Motion to allow the public to speak

A member of the public expressed concern over a pothole on this side of the red barn. County Cllr. F. Eagle said that it has already been reported to Highways and are up to date and will be fixing it shortly.

Cllr. M. Cousins brought a concern that a bike had been stashed to the side of the bus stop for several weeks now. Cllr. D. Barrington knows the owner. As of now, no further action needed from the Council.

A member of the public informed the Council that the recent work done on the culverts on Houghton Lane have been tremendously useful, but there is still an issue of debris and silt. They may put a pipe in their driveway, but is there any way to put up a more permanent holding in place to divert water. They suggested perhaps lining the culverts with concrete to prevent overgrowth. Silt is still an issue, but there is improvement.