

FINCHAM PARISH COUNCIL

Minutes of an Ordinary Meeting of the Parish Council, duly convened on Wednesday 23rd September 2020. Commenced at 7.30pm with Cllr. John Delderfield in the Chair.

This meeting was held virtually in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Attending:

Cllr. Shaun Blackmur
Cllr. John Delderfield
Cllr. Abigail Desborough
Cllr. Cathy O'Brien
Cllr. Barbara Ponder
Cllr. Dave Stringer

Cllr. Mike Howland (Borough Councillor)
Cllr. Brian Long (County Councillor)

Clerk – Sarah Thorpe

Sonja and Andy Hudson-Smith and one other parishioner were in attendance

1. **Apologies for Absence**
No apologies had been received.
2. **Declarations of Pecuniary Interests.**
None.
3. **Co-option to fill Casual Vacancy for two Parish Councillors**
There were two vacancies to be filled and nominations had been received from Sonja and Andy Hudson-Smith.
Proposal: To co-opt Andy Hudson-Smith as a Parish Councillor
Proposed by: Cllr. Ponder
Seconded by: Cllr. Stringer
All agreed
Proposal: To co-opt Sonja Hudson-Smith as a Parish Councillor
Proposed by: Cllr. O'Brien
Seconded by: Cllr. Stringer
All agreed
Declarations of Acceptance of Office were signed. Members welcomed them to the PC.
4. **Public Forum.**
No matters were raised by the parishioner present at the meeting.
5. **Minutes of Ordinary Meeting on 22nd July.**
The Chairman asked councillors to look at the accuracy of the minutes. Following a proposal by Cllr. Ponder, seconded by Cllr. O'Brien, it was agreed by all to accept the minutes as a true record; they would be signed by the Chairman at the next face to face meeting.
6. **Matters Arising.**
None as all matters arising to be dealt with under separate items.
7. **Internal Council Affairs.**
Item a. Archiving of historical Parish Council documents. The Clerk advised that she had now completed the scanning of the old minutes books and folders. It had taken 8 hours in total and the books and folders could now be passed to the Norfolk Records Office for safe storage.
8. **Finance matters**
Item a. National Pay Award for the Clerk. The Clerk was employed on the new SCP scale 19. A national pay award had been agreed of 2.75% from 1st April 2020. Following a proposal by Cllr. Stringer, seconded by Cllr. Ponder, it was agreed by all to approve the pay award.

Signed as a true record of the meeting:.....Date:.....

Item b. Approval of Monthly Expenditure. The Clerk ran through the below payments for authorisation. Following a proposal by Cllr. O'Brien, seconded by Cllr. Ponder, the payments were authorised and invoices to be presented to Councillors for signature after the meeting. Payments to be issued by standing order, direct debit or BACS.

Payee	Goods/ Services	VAT	TOTAL	chq no	Supplier/Service
E-on	35.66	1.78	37.44	D/D	Streetlighting electric Aug/Sept
Mr M Watkins	10.96		10.96	BACS	Hinges for new allotment gate
S Thorpe	670.28		670.28	S/O	Clerk's salary Aug/Sept
S Thorpe	194.52		194.52	BACS	Clerk expenses/arrears Aug/Sept
Limetree Marketing	20.80		20.80	BACS	Newsletter printing
CGM Ltd	484.20	96.84	581.04	D/D	Grounds maintenance Aug/Sept
Westcotec Ltd	75.96	15.19	91.15	D/D	Streetlighting maint
URM (UK) Ltd	10.50	2.10	12.60	D/D	Bottle bank emptying
Wave	198.87		198.87	D/D	Allotment water
Unity Trust Ltd	18.00		18.00	D/D	Bank charges
	£ 1,719.75	£ 115.91	£ 1,835.66		

Item c. Reconciled cashbook. The Clerk presented the completed cashbook to the end of August 2020. A copy of the bank reconciliation and statements had been forwarded to all members prior to the meeting. Following a proposal by Cllr. Ponder, seconded by Cllr. Stringer, the documents were accepted.

9. Planning matters

Item a. New applications:

20/01212/LB Listed Building Application: Removal of modern dividing wall between the kitchen and breakfast room and restoration of historic fireplace at Fincham Hall, Swaffham Road. This application was considered by members at the meeting. Following a proposal by Cllr Stringer, seconded by Cllr Ponder, it was agreed by all to SUPPORT the application.

Item b. Decisions from the Borough Council:

20/00903/F Extension and alterations to dwelling at 14 Boughton Road – approved.

20/00812/F Construction of spa facilities to serve the existing hotel and restaurant at Timbers, Lynn Road – withdrawn.

10. Health & Safety issues

Item a. Issues requiring attention.

- Chalk pit – Cllr. O'Brien raised an issue relating to the ownership of the chalk pit and suggested that the PC should consider making an application to have ownership registered with Land Registry. Currently the chalk pit was shown on the asset register, but no formal documents were held to confirm ownership. Cllr. O'Brien to provide map of pit to Clerk and who would contact a local solicitor to ask for quotation to carry out the registry and what details would be needed. Item to be put on the agenda for the next meeting.

Item b. Return of Health & Safety Inspection sheets. No inspection sheets had been returned. Cllr. Stringer advised that he had completed sheets to return to the Clerk; no action was required.

11. Correspondence.

The Clerk drew councillors' attention to the following items:

- Email from RAF Marham advised that the Friends of Marham Christmas lunch would not be taking place this year due to the pandemic.
- Email from NCC advising of the temporary closure of the footbridge on footpath 8 whilst repairs took place.
- Clerks & Councils Direct Newsletter.
- An email had been received from NCC regarding information given in the parish newsletter on the mobile library service. Unfortunately, the Clerk had misunderstood the information on the NCC website and advised that the service was running again in Fincham. A resident had waited for over an hour for the service which had not arrived. The Clerk asked for her apologies to be passed on to the resident. The mobile library service was not able to operate the Fincham route at the moment.

12. Parish Affairs.

Item a. Nature Reserve. Cllr. Stringer had met with a representative of Norfolk Wildlife Trust at the site and she had been impressed with the reserve. She had provided a report which contained recommendations for future maintenance of the reserve. CGM had been instructed to carry out a cut of the footpath through the site, but this had not yet

Signed as a true record of the meeting:.....Date:.....

happened. A footbridge on the circular walk was currently closed and awaiting repairs from NCC; another footbridge had been replaced and was an improvement on the original. A footpath from the reserve to Gibbet Lane had been cut, presumably by Wereham PC. Cllr. Stringer had been informed of a group who may be able to assist with maintenance of the reserve in the future. It was agreed that he should contact the group and provide an update at the next PC meeting.

Item b. Allotment matters. Cllr. Ponder reported that new tenants of plot 6 had taken over and already made a big improvement to the plot. Plot 18 also had new tenants, but no work had yet been carried out, Clerk to chase up. All other plots were looking good apart from the Community Payback Team plots, as they had not been able to attend the site due to Covid 19. The new gate looked good and the chickens were being very well maintained.

Item c. Update on Speed activated messaging sign (SAM2). Cllr. O'Brien had produced a report which had been emailed to all. It advised that from 31st July to 27th August the sign been installed in the Rectory layby (opposite the Hall). A total of 72,504 vehicles were recorded which was a reduction in the number of vehicles recorded previously. This could be due to Covid 19 restrictions and a road closure for part of the period. The sign had recorded that 7% of vehicles were above 35mph, this was a small improvement on figures recorded from 17th Feb to 16th March and 28th May to 2nd July. Full report to be put on the PC website.

Item d. Update on Community Speed Watch Scheme. Cllr. Ponder advised that the team had restarted checks on 22nd August. They had carried out 5 sessions so far. The first couple of checks had caught more speeding vehicles, which showed that motorists had got used to the team not carrying out checks; Marham Road continued to be an area where more speeding vehicles were spotted with the maximum speed recorded at 49mph.

Item e. Submission of application for inclusion of new Public Right of Way. The Clerk had now received two testimonials from residents following the item in the last newsletter. More would be needed, and it may take some time to collect all the evidence.

Item f. Cherry trees on The Green. A branch had come down from one of the trees and this had been removed with the help of Cllr. O'Brien's family. It had been noted that some of the other branches looked diseased. It was agreed that the Clerk would obtain advice and quotations from tree surgeons.

Item g. Bramble patch in front of the Rectory. The patch of brambles which had existed around the area where a silver birch tree had been removed was continuing to expand. It was agreed to keep an eye on the situation but to take no action at the moment as the area was probably a habitat for wildlife, including hedgehogs.

Item h. Email from resident regarding hedgehog safety in the village. An email had been received from a resident expressing concern about the number of hedgehogs being found dead on or near the road. The email asked the PC to consider options to prevent further issues. It was agreed that signs advising motorists to look out for hedgehogs could be considered. Clerk to contact Highways and BC Planning Department to check the position regarding permission for such signs.

13. Items for the next agenda.

Items to remain on the agenda as already agreed. Cllr. Andy Hudson-Smith asked for an item to be included on grants available to individual households to improve the broadband service for remote properties.

14. Date of next meeting.

The next meeting would be an Ordinary Meeting on Wednesday 25th November 2020 at 7.30pm. It was expected this meeting would be held virtually.

There being no further business, the meeting closed at 8.20pm