

WOODTON PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on Tuesday 11th
January 2022 at 7.30pm

Present:

Cllr Jane Wickstead – presiding (JW), Cllr Ian Butler (IB), Cllr Richard Denny (RD), Cllr Bryan Jarvis (BJ), Cllr Matthew Keal (MK), Cllr Fiona McCrostie (FM), District Cllr Chris Brown (CB), Caroline Seaman – Chair of Bedingham Meeting (CS) and Yvonne Wonnacott – Parish Clerk (YW).

Apologies:

Cllr Colin Walker (CW).

Members of the Public:

None.

2021/098 Chair’s welcome (to include any apologies for absence for approval)

Chair welcomed all attendees to meeting. Apologies received from Cllr Walker, no reason for absence was provided.

2021/099 To receive declarations of interest

None.

2021/100 To agree the minutes of the Parish Council meeting held 7th December 2021

Chair referred to minute reference 2021/087, last paragraph, and third sentence. Chair proposed sentence to be amended to correct typing error from “village hall shop lease” to “village shop lease”. Cllr Denny proposed the minutes of the PC meeting held 7th December 2021 to be agreed as correct with the amendment as proposed, seconded by Cllr Keal and unanimously agreed. Minutes signed and dated by Chair.

2021/101 Matters arising from the minutes of the Parish Council meeting held 7th December 2021

Website - photos

Agreed to review in spring 2022 – JW/MK.

Bridleway sign (opposite The Street)

Chair advised sign had been re-erected.

Invalid signage, Ravens Den

Cllr Keal confirmed all invalid signage had been removed.

2021/102 Adjournment for public participation

None.

2021/103 County/District Council report(s)

District Cllr Brown provided brief report to meeting, key points were that budget activities/work was ongoing and Covid recovery work remained ongoing. Chair raised question if funding would be available for the Queen’s Platinum Jubilee celebrations. District Cllr Brown agreed to keep PC updated if and when funding became available – CB.

Cllr Butler raised item of PC acquiring additional land from District Council, triangular area of land at entrance to Ravens Den/Community Wood by the Suckling Place bungalows. District Cllr Brown agreed to monitor progress on PC's behalf – **CB**. Chair advised no report received from County Cllr. Chair to raise question why Hempnall were able to implement 20mph areas at next PC meeting when District Cllr is in attendance – **JW**.

2021/104 Finance matters

Finance and admin report

Finance and admin report with financial summaries unanimously approved.

Expenditure for approval, as per Finance and Admin report

Following items of expenditure were formally noted and/or approved;

- Parish Clerk, December net pay @ £296.72, expenses @ £42.37
- Parish Clerk pension, December and January @ £39.06 per month
- HMRC quarter 3 payment @ £175.20
- Homestead Nurseries £91.17 + VAT, trees etc. for Community Wood
- Homestead Nurseries £13.60 + VAT, round stakes and tree straps for Community Wood

2021/22 budget/precept

Chair referred to Finance and admin report as circulated. At December PC meeting agreed in principle to precept amount of £10,767.20. In light of costs incurred to date this financial year in relation to Community Wood/Ravens Den, Chair proposed an additional budget line to be added for the Ravens Den play inspection @ £80 and the Community Wood/Ravens Den budget to remain @ £250. Chair proposed revised precept of £10,847.20, which is a £376.05, 3.59% increase to 2020/21 precept. Cllr McCrostie proposed precept of £10,847.20, seconded Cllr Butler, unanimously agreed. Parish Clerk to submit precept submission to District Council – **YW**.

2021/105 Planning

Cllr Denny advised had been approached by parishioner with regard to the parking area outside George's House, The Street. Chair advised that this was a temporary measure, but once the development completed the parking area would be at the back of the property.

Decision notices received to date

Chair advised received two notifications of Approval of Condition Details both relating to Land North West of The Street Woodton, applications 2021/1949 and 2021/2507 refer.

Street lighting requirements for development on The Street

Noted that PC had responded to Norfolk County Council (NCC) advising PC had no requirement for street lighting.

Plot of land at the junction with Norwich Road and Hempnall Road, Woodton

Chair advised that a gentleman who runs a landscaping business had purchased land, and he intended to use site to grow items for his business. Clearance work has commenced on the plot and plans are in place to repair the flint wall alongside the B1332.

2021/106 Environmental matters

Footpaths

Cllr Denny advised footpaths very muddy at present time.

Erection of posts on grass verge, Triple Plea Road

The item of the erected posts on the grass verge on Triple Plea Road was raised. Chair advised that PC had written to resident on 8th November 2021 attaching a map showing the

boundaries, advising that NCC Highways had confirmed that land in question was Highways land and as such any obstructions should be removed. To-date posts remain in place. District Cllr Brown recommended PC should contact Highways requesting them to write to resident direct, PC agreed for this action to be taken – **YW**.

2021/107 Administrative updates

Noticeboard

Chair advised delivery received, however item not as per amended specification. The noticeboard delivered has pinnable service and is keyless at additional cost of £212.00. As original order had been for magnetic surface with two lockable doors, Parish Clerk had contacted subcontractor, who had offered to reduce additional charge by 50% to £106. PC unanimously agreed for Parish Clerk to contact subcontractor to advise that this was not acceptable and request full credit of £212 or to return noticeboard and be credited in full – **YW**.

Grit bin and bench

Chair advised grit bin on Chapel Hill to be re-located in spring, to remain on agenda.

Defibrillator signage

Chair presented signage to meeting. Cllr McCrostie to discuss/agree signage location with member of public who looks after defibrillator and obtain approval from Village Hall Committee – **FM**. Once signage installed to be highlighted on website and Facebook page for awareness purposes – **YW/JW**.

Location and keeper of flood signage

Chair advised PC had acquisitioned two flood signs as agreed at December PC meeting, signage was being held by parishioner who was a resident situated at the top of The Street by the B1332 junction, as previously agreed.

Commemorative plaque

All agreed for commemorative plaque to be displayed in the Community Wood, Cllr Butler/Cllr Jarvis to install – **IB/BJ**.

CPRE Community Wood award

Chair proposed a laminated copy is displayed in the Community Wood, unanimously agreed. Cllr Denny to arrange lamination – **RD**. Original award to be kept safely should further copies be required.

Prohibited use of motorcycles/quad bike signage in Ravens Den/Community Wood

Chair referred to temporary erected signage. Cllr Mc Crostie had obtained price from Signs Express for two signs @ £371.00 + vat, installation not included. Unanimously agreed for temporary signage to remain in place and Sign Express quotation to be reviewed at a later date if deemed a requirement. Cllr McCrostie to thank Signs Express and explain the decision – **FM**.

Update re village shop

Chair advised Asset of Community Value (ACV) nomination had been submitted to District Council, delay to nomination as District Council requested a boundary map from HM Land Registry to accompany application. District Council will make a decision by 7th March 2022. As per minute reference 2021/087 Parish Clerk had written to landlord to ask what actions they were taking to take matters forward as from end of April 2022, to-date no response

received. Chair and Cllr Butler met with landlord on 10th January 2022. Cllr Denny proposed, seconded by Cllr McCrostie, all agreed, following Woodton United Charity (WUC) meeting to be held this week, Chair and Cllr Butler to contact tenant to request a meeting to discuss present/future situation – **JW/IB**.

2021/108 Community Wood/Ravens Den

Chair advised need to diarise the maintenance of hedges and cycle track for later in 2022.

2021/109 Speedwatch maintenance

Cllr Denny to continue with maintenance, Chair thanked Cllr Denny for undertaking this role.

2021/110 Queen's Platinum Jubilee 2022

Chair proposed combined Bedingham and Woodton event to include the PC, school, village hall and Church. Chair of Bedingham Meeting to email identified parties with an invitation to attend an open meeting on Tuesday 1st February at 7pm at Woodton village hall – **CS**.

2021/111 Correspondence and consultations

None.

2021/112 Date of next Parish Council meeting

Next PC meeting 8th March 2022.

2021/113 Chairman's urgent business

Resignation of Cllr Keal

Chair advised of Cllr Keal's resignation from PC as of 12th January 2022, due to house move and will no longer be residing within the Parish. Chair thanked Cllr Keal for all his contributions. Parish Clerk to notify District Council accordingly – **YW**. Cllr Keal advised that he wished to continue to provide his support and assistance within the Parish.

Repair required to sign on B1332

Chair advised had contacted NCC Highways requesting repair to sign on the junction of the B1332 and the B1527 (Church Road, Woodton) in September 2021, works still outstanding. Hastened on 6th January 2022, no response to-date. Parish Clerk to hasten NCC Highways – **YW**.

Councillor's Duties and Code of Conduct

Question was raised as to whether a Councillor could be voted off PC by a vote of no confidence. In addition if a Councillor failed to abide by the law could they be removed as a breach of the Code of Conduct. Parish Clerk to contact NPTS (Norfolk Parish Training and Support) to seek guidance/clarification – **YW**.

Buses travelling via The Street

Chair advised that several buses had been reported using The Street as a cut through and that this was not a permitted route. Chair had contacted the bus company to request matter to be investigated. Parish Clerk to contact NCC Highways to request restricted bus signage to be erected at both ends of The Street – **YW**.

1 Everest Place

Cllr Denny raised present desolate and unkempt state of 1 Everest Place, Saffron Housing property. Parish Clerk to notify Saffron Housing of PC's serious concerns – **YW**.

Meeting closed 9.02pm.

Minutes prepared by Yvonne Wonnacott, Parish Clerk, 12/01/22

Approved:

Date: