

Claxton Parish Council

Minutes of Parish Council Meeting held on Wednesday 13 January 2021 at 7.30pm virtually via Zoom

Parish Councillors (5) present	Pat Clare, David Hamblin, Jason Cantrill, Mike Balmer, Jos Harwood
County Councillor	0
District Councillor	Vic Thomson (arrived at 20.02 and left at 20.31)
Also in attendance	Carla Petersen (Clerk)
Members of the public	None

21.01 To receive and approve apologies for absence

None.

21.02 To receive any declarations of interest from Members & consider requests for dispensations

None.

21.03 To approve minutes of Parish Council meeting held on 11 November 2020

Minutes were approved. Proposed by the Chair and seconded by Cllr Hamblin.

21.04 Adjournment for Public Participation (15 minutes allowed for)

The Clerk reported that a parishioner, who is unable to join a virtual meeting, had asked for his concerns regarding the terrible condition of some roads in Claxton to be reported to Council.

21.05 Reports from:

- **Parish Clerk:** Attended a few virtual clerk networking sessions. Added the recommended format of accessibility statement onto the website. Booked Cllr Harwood onto the February sessions for councillor training with Norfolk ALC. Attended SLCC Training Day and AGM on Friday 11 December 2020. Booked Cllr Harwood onto Planning Training with SNC which was held in December 2020.

The Clerk tabled a list of correspondence which had been emailed or circulated to Councillors or received prior to the meeting. Items included:

- Norfolk ALC newsletters for Nov – Dec
- Community Action Norfolk's newsletters
- Coronavirus updates and information
- **County Councillor Barry Stone:** Report is available on the parish website.
- **District Councillor Vic Thomson:** Vaccination report is available on the parish website. Only turn up for a vaccination if you have been requested to attend. Confirmed that 40% of the over 80's has now been vaccinated. Reported that 23 October 2020 was the wettest Saturday on record since 1890 and December 2020 had double the usual rainfall with very significant rainfall occurring on Christmas Eve. Emphasised the importance of Community Emergency Plans and the importance of centralising information. There are lots of coronavirus related grants out there. It was decided to go ahead with the Greater Norwich Local Plan and Regulation 18 has been done and Regulation 19 will go to the inspector for examination. The allocations and small village clusters are being done at the same time. A further update on this will be provided at the next PC meeting. Cllr Cantrill raised concerns about silt build up in the becks and it was agreed that this issue would be explained in greater depth and emailed to District Cllr Vic Thomson.

21.06 To consider the Parish Council Budget and Precept Requirement Report for 2021/22. To agree and set the budget for 2021/22.

Councillors had seen the draft Budget Proposals for 2021/2022 prepared by the Clerk. Resolved to approve the Budget Requirement for 2021/2022.

21.07 To complete and sign the Parish Precept Requirements form for 2021/2022

Councillors had seen the correspondence from South Norfolk Council and the Precept Requirement Report for 2021/2022 prepared by the Clerk. The number of Band D properties for 2021/2022 is 98 and is the same as the previous year. It was proposed and agreed to increase the precept by 1.75% to £47.07 per Band D property. The total Claxton Precept for 2021/2022 will therefore be £4613.00. The Precept form for 2021/22 was completed and signed by the Chair and Clerk. Clerk to email the Precept form to South Norfolk Council.

21.08 To discuss the coronavirus lockdown. Agree upon a course of action.

Residents of Claxton are very good at following the coronavirus rules and it was felt that they all know who to contact if they are in need of help. As the vaccination programme is rolled out some residents may need help with transport to a vaccination centre. According to the Zoe app it shows the figures have been dropping over the last few days.

21.09 To receive an update on transferring Claxton Village website pages from the Claxton PC website. Agree upon a course of action.

Cllr Balmer reported that he had contacted Steve Jackman, a website designer, who has set up websites for parish councils in Norfolk and Suffolk. A preliminary blessing will be asked of the Pits Trust for their support with this project. Costed options and a timescale will probably be presented at the May 2021 PC meeting.

21.10 To agree upon Councillor and Officer responsibilities.

The Councillor and Officer responsibilities were agreed. A list will be uploaded onto the website.

21.11 To discuss the Civil Authority Drone and Model Aircraft Code. Agree upon a course of action.

The Clerk had circulated information to Councillors before the meeting. It was noted that it is against the law to fly a drone or model aircraft without having the required IDs. A write up on drones will be included in the next Claxton newsletter.

21.12 To discuss the Slow Ways Initiative. Agree upon a course of action.

The Slow Ways Initiative had been included in a recent Norfolk ALC newsletter. Slow Ways is an ambitious initiative to create a comprehensive network of walking routes that connect all of Great Britain's cities and towns as well as thousands of villages. There is not a huge amount of information on their website <https://slowways.uk/supporting-slow-ways/>. The initiative is encouraging local organisations and Parish Councils to get involved. Cllr Harwood confirmed she had already signed up to a virtual event being held on 14 January 2021. Cllr Hamblin confirmed he would also like to attend the event and was interested in finding out more.

21.13 Planning:

- **To receive new planning applications and make comment**
None.
- **To receive results and updates on outstanding applications**
None.

21.14 Highways:

- **To receive a report on outstanding highways issues:**

The potholes on Church Lane, even though they have been logged online, have still not been repaired and are considered to be very dangerous especially for cyclists. Clerk had chased up Highways and was advised that they are on the list of works to be carried out. Clerk to chase up again. Road damage to The Street, which had occurred due to the flooding on 24 December, has been reported to Highways by the Clerk. On 5 January 2021 an update was received from NCC stating that

the problem had been made safe and a permanent repair will be arranged. It was noted that temporary red barriers have been placed by Claxton Manor to warn road users of the damage to the road.

21.15 Finance:

- **To receive the income and expenditure figures as at 5 January 2021** - It was noted.
- **To note the bank balance as at 5 January 2021** - £3434.72
- **To note receipts** – SNC, Mini recycling £100.00 Pits Trust, Tree cutting £790.00
- **To note grants** – None
- **To approve payments.**

All expenditure approved. Proposed by Cllr Balmer and seconded by the Chair.

Payee	Value	Description
Mrs C Petersen	£381.52	Salary & administrative expenses
HMRC	£39.60	Income Tax
Loddon Garden & DIY	£425.00	Grass cutting
Loddon Sawmilling	£790.00	Work to oak tree at Village Hall
Total	£1636.12	

21.16 To receive updates from individual Council Members (for information only)

Cllr Balmer reported that, due to the ongoing coronavirus restrictions, it had not been possible to physically meet up with the Clerk and carry out any Internal Control checks this financial year.

21.17 To receive any items for inclusion on the next agenda (for information only)

Drones, moles, Slow Ways, Environment Agency, website, Emergency Plan.

21.18 To confirm date of the next Parish Council Meeting as Wednesday 3 March 2021 @ 7.30 pm in Claxton Village Hall or via Zoom if social distancing is still recommended.

Confirmed.

The meeting closed at 20.55 pm.