

# Claxton Parish Council

## Minutes of Parish Council Meeting held on Wednesday 03 March 2021 at 7.30pm virtually via Zoom

(Subject to amendment until signed by the Chair at the next meeting)

<b>Parish Councillors (5) present</b>	Pat Clare, David Hamblin, Jason Cantrill, Mike Balmer, Jos Harwood
<b>County Councillor</b>	0
<b>District Councillor</b>	Vic Thomson (left at 19.45)
<b>Also in attendance</b>	Carla Petersen (Clerk)
<b>Members of the public</b>	2

### 21.19 To receive and approve apologies for absence

County Cllr Barry Stone due to another meeting.

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

None.

### 21.21 To approve minutes of Parish Council meeting held on 13 January 2021

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

### 21.22 Adjournment for Public Participation (15 minutes allowed for)

A parishioner gave thanks for the professional work that had been carried out on the oak tree at the Village Hall.

A parishioner reported on problems in their garden due to moles which appear to be coming from the rear of the Village Hall. They have employed the services of professional mole catchers. In the last three weeks 3 moles have been taken care of and there could still be another one to take care of.

### 21.23 To receive the resignation from the Clerk/RFO. Agree upon a course of action.

The Clerk/RFO had handed in her notice and will be officially leaving on 8 March 2021. The Clerk was thanked for the brilliant job she had done in the last 3 years and was wished good luck for the future.

### 21.24 Reports from:

- **Parish Clerk:** Emailed SNC the Precept Requirement form for 2021/22. Uploaded the agreed Claxton PC agreed budget onto the website. Wrote a letter to District Cllr Vic Thomson regarding Hellington & Carleton Beck. Ensured the documents etc are up to date and ready for handover and the financial year end. Started off the process of removing the Clerk from the Claxton PC bank accounts. Claxton PC assets and documents will be handed back on 8 March 2021.

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 Jan – Feb
- Community Action Norfolk's newsletters
- Coronavirus updates and information
- **County Councillor Barry Stone:** Report is available on the parish website.
- **District Councillor Vic Thomson:** Reported that vaccinations are going well and there have been improvements with contact tracing. The Scrutiny Committee are looking into why the recent flooding happened and what could have been done to prevent it. There are 40 organisations involved in water management. In October 2020, December 2020 and January 2021 had nearly twice as much rain than usual. District Council have approved their budget which was complex with the uncertainties due to

the coronavirus. There will be more business grants available. South Norfolk Council were one of the quickest councils to realign people e.g., leisure staff. In June 2021 SNC will have a new domain name which will be combined with Broadland Council. This will be more user friendly. Left at 19.45.

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

Support is available in the village if anyone needs help.

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

On hold until a replacement Clerk/RFO is appointed.

**21.27 To discuss the mole problem. Agree upon a course of action.**

Mike Button used to look after any mole problems at the rear of the Village Hall. This was on a voluntary basis. Cllr Balmer reported that he had recently flattened the mole hills and filled in any rabbit holes. There does not appear to have been much recent mole activity. The Chair offered to speak with Mike Button and make enquiries to see if he would take on this task again and be reimbursed for his time. Cllr Harwood reported having success using battery operated mole repellers although not everyone gets success using this method.

**21.28 To receive an update on drones. Agree upon a course of action.**

A note had been placed in the recent Claxton newsletter reminding people that the use of drones can be intrusive.

**21.29 To receive an update on the Slow Ways initiative. Agree upon a course of action.**

Cllr Harwood reported on watching a Slow Ways webinar. The project was set up just before the start of the pandemic, its objective is to establish a nationwide network of pedestrian routes between destinations using established footpaths and rights of way, avoiding roads if possible. Starting with an "as the crow flies" course between two places, routes have been plotted as close to this on the OS map and the project is now coming to the stage where the routes need validating which is how the public can get involved. It could be enjoyable for residents to contribute to and has benefits both for physical and mental health. Agreed to promote on parish website. Slow Ways website link here: <https://ravenellison.com/portfolio/slow-ways/> the information is limited at present, but interested parties can sign up for their newsletter if they wish to.

**21.30 To receive an update on Hellington and Carleton Beck. Agree upon a course of action.**

A letter had been sent to District Cllr Vic Thomson detailing the problems with Hellington and Carleton Beck.

**21.31 To consider preparing an Emergency Plan. Agree upon a course of action.**

The preparation of an Emergency Plan was considered. It was felt that the same amount of work would be required that had gone into preparing the Parish Plan. It was noted that Claxton does have a Flood Plan which is still relevant and was prepared in 2015. Agreed to review again in 6 months' time.

**21.32 To consider the grant application received in accordance with Claxton PC Grant Awarding Policy. Agree upon a course of action.**

A grant application form had been received from St Andrew's Church and had been circulated to councillors before the meeting for their consideration. The application was considered in accordance with Claxton PC Grant Awarding Policy. The grant requested to be considered was to contribute to the upkeep of the churchyard. It was unanimously agreed that £300 should be granted. A BACS payment will be raised.

**21.33 To receive an update on the potholes in Church Lane. Agree upon a course of action.**

The potholes had been reported several times to Highways however the works had still not been carried out. The Chair had that day contacted County Cllr Barry Stone for his help and he had forwarded on the issue to Gary Overland in Highways. Cllr Harwood reported that the holes are so deep that you could break your foot in them, cause you to come off your bike and could cause damage to vehicles. It was agreed that the PC should report the problem again to Highways.

**21.34 Planning:**

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

**21.35 Highways:**

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

Works had been carried out last week on the stretch of road by Claxton Corner and the Manor. It was agreed that a good job had been done and the workers had also fitted 5 or 6 reflective signs. Another team will be coming along to fill the cracks in the road surface.

**21.36 Finance:**

- **To receive the income and expenditure figures as at 01 March 2021** - It was noted.
- **To note the bank balance as at 01 March 2021** - £3013.60
- **To note receipts** – None
- **To note grants** – See 21.32
- **To approve payments.**

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

The Clerk had prepared in advance a final salary payslip and the calculations were agreed. This will be paid by BACS after 8 March 2021.

Payee	Value	Description
Mrs C Petersen	£381.52	Salary & administrative expenses
HMRC	£39.60	Income Tax
Norfolk ALC	£72.00	Councillor training
St Andrew's Church	£300.00	Grant – s137
<b>Total</b>	<b>£793.12</b>	

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

Cllr Balmer reported that yesterday he had collected the SAM2 from Langley with Hardley PC. Unfortunately, no councillors in LwH are able to download the data. Cllr Balmer has offered to give Cllr Stone in LwH a Zoom session to show him how to download the data and convert it into percentage figures.

Cllr Balmer reported taking the Barclays mandate change forms into the Beccles branch on 25 February 2021. The documents were scanned in the branch and sent through to Head Office.

The Chair reported that traffic problems had eased in Rockland St Mary now that the Staithe carpark has been opened up again.

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

None.

**21.39 To confirm date of the next Parish Council Meeting as Wednesday 12 May 2021 @ 7.30 pm in Claxton Village Hall or via Zoom if social distancing is still recommended. The Annual Parish Meeting will commence at 7.30 pm and then be followed by the Annual Parish Council Meeting.**

Confirmed.

The meeting closed at 20.30 pm.