## Minutes of Annual Parish Council Meeting held on Wednesday 8 September 2021 at 7.30pm in Claxton Village Hall

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

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| Parish Councillors (5) present | David Hamblin (Chair), Jason Cantrill, Mike Balmer, Jos Harwood, Susi Catchpole |
| County Councillor | Chairing Loddon PC meeting |
| District Councillor | Vic Thomson (left at 2001) |
| Also in attendance | 0 – Cllr Balmer acted as Clerk |
| Members of the public (MOP) | 1 |

## 21.82 To receive and approve apologies for absence

County Cllr Mason Billig had sent her apologies as she was chairing the Loddon PC meeting.

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

None.

## To approve minutes of Parish Council meeting held on 7 July 2021

## Proposed by Cllr Hamblin and seconded by Cllr Harwood.

**21.85 To receive a report from District Cllr Vic Thomson**

Cllr Thomson had sent a report through earlier in the day which was already on the website. He drew attention to the climbing rates of Covid infections, focus on water safety given a number of deaths this year and the success of the What Three Words location system. There followed a discussion on road safety where he noted that the County’s 4-Year Road Safety Plan had started, with South Norfolk in Year 3 of 4. He encouraged reporting of accidents, however minor, as otherwise there would not be statistics to call upon. In short, if there had been no accidents, Highways were unlikely to give any proposals positive consideration. He confirmed that if Claxton PC were to move their traditional meeting date back one week every time, he would still attend meetings.

## 21.86 Report from Parish Clerk

He had contacted Highways about short/no notice of road closures but had not had a response. He had drafted, cleared, printed and delivered the Summer newsletter to all households in Claxton, chased NCC about the main fibre cable left in hedgerows since November 2020 (now finally resolved), completed all the paperwork regarding the co-option of Cllr Catchpole, hosted a visit by the Environment Agency and BAM Nuttall about the Autumn dredging of Hellington and Carleton Becks, organised a litter pick on 14 September and contacted Indigo Recycling about the mess left at the bottle banks after a collection the previous week (also yet to receive any sort of acknowledgement).

## To receive an update on the Quiet Lanes/Slow Ways initiative

## It was agreed a link to the Slow Ways initiative should go on the website. Cllr Harwood confirmed that proposals to add Church Lane and Folly Lane to the Quiet Lanes initiative would require the support of the County Councillor. Grants were available. It was a work in progress. It was agreed that a sub-group of Cllrs Harwood and Hamblin would take matters forward, reporting back to the Council at intervals.

## To receive an update on the current Clerk vacancy

Cllr Balmer confirmed that there was now no reason to delay advertising the Clerk vacancy. It was noted that a vacancy also exists in Rockland St Mary and that there was scope for collaboration on recruitment. The Acting Clerk will draft an advert and clear it with Councillors.

## To receive an update on the schedule for dredging Hellington and Carleton Becks

Cllr Balmer confirmed he had hosted a meeting with interested parties and was hopeful that 2021 would see a more extensive dredging taking place, with more silt removed than in recent years. This would only be known once the work got underway, usually in October.

## To discuss the damage to trees in Church Lane

It was agreed that the broken branch hanging over Hellington Beck at the bridge on Church Lane would be removed by the dredging team and the grups which had been destroyed would be reconstituted by Highways during their next visit but the Acting Clerk was also asked to contact Highways to report this.

## To discuss the plan to present every Parish Council with a Memorial Token to recognise the community spirit during the pandemic

Councillors were unanimous in their rejection of this proposal, on the grounds that it was self-congratulatory about a period most would happily forget and was essentially a waste of money. Acting Clerk to confirm.

## To receive an update on plans for new notice boards at the Village Hall and Warren

Cllr Balmer confirmed the costs for both boards would now be met by the Village Hall Committee. Councillors asked him to pass their thanks back.

## To consider concerns raised by the Village Hall Trustees about the bottle banks and the condition of the grounds

Cllr Balmer reported that the latest bottle bank emptying had left large areas of broken glass on the gravel in from of the bottle banks. He had contacted Indigo Recycling in Thetford but had not had a response. He had also reported it to South Norfolk Council. Some Trustees would like to see the bottle banks removed. Councillors agreed they should stay and were grateful to the Hall cleaner who had done an excellent job of cleaning up. Cllr Balmer also sought and received agreement from the Parish Council, should the Hall Trustees wish to renew the roadside fence (at the Hall’s expense) and any other groundworks designed to improve the external appearance of the Hall.

## To discuss the invitation to add Claxton PC’s support to the campaign to design and implement an Offshore Transmission Network for wind-generated power linking to the National Grid.

After discussion, Councillors agreed not to support this campaign.

## Informal proposal for a joint meeting with Rockland St Mary Parish Council

It was wholeheartedly agreed that this was an excellent opportunity to explore synergies between neighbouring Councils but that it did not require all Councillors to participate. It was likely Cllrs Hamblin, Balmer and Harwood would do so. Issues worth raising included dredging, speeding, the Clerk vacancy and footpaths. The Acting Clerk to confirm with RSM direct.

## Speeding in the village - an update

The last evidence from the SAM2 was for May 2021 and is on the website alongside all other months’ reports. May was actually the month with the least transgressions. Cllr Harwood noted that funding for village gates etc through the Parish Partnerships Scheme was only available till the end of 2021. The PP website pages included a lot of helpful guidance about village gateways. Acting Clerk to contact Highways to alert them to Claxton’s position, and to make contact with Norfolk Police about the SAM evidence.

## Claxton representative on Norfolk ALC

Cllr Hamblin agreed to be nominated for this not-too-arduous role.

* 1. **To review and approve changes to specific Policies**

The Clerk had updated policies on Co-option, Data Breaches, Data Protection, Disciplinary Matters, Expenses, Grievances, Press & Media Relations and Retention of Documents & Records Management (all circulated to Councillors in advance). Cllr Hamblin proposed approval of all 8 policies and Cllr Cantrill seconded.

## 21.99 Planning:

* **To receive new planning applications and make comment**

2021/1614 Marsh Barn. Council agreed to support the application. Acting Clerk will log this.

* **To receive results and updates on outstanding applications**
* None.

## Highways:

## To receive a report on outstanding highways issues

Dealt with separately during the meeting.

## 21.101 Finance:

## To receive the income and expenditure figures as at 8 September 2021 - they were noted (and are displayed on the next page).

## To note the bank balance as at 8 September 2021 - £3,709.76

## To note receipts since the last meeting - None

## To note any grants made - None

## To approve payments

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

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| **Payee** | **Value** | **Description** |
| M A Balmer | £ 120.90 | Expenditure claim |
| **Total** | **£ 120.90** |  |

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

## None

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

Grounds Maintenance contract for next 2 years. Meeting dates in 2022.

## 21.104 To confirm date of the next Parish Council Meeting as Wednesday 10 November 2021 at 7.30 pm in Claxton Village Hall.

Confirmed.

The meeting closed at 9.01pm.

