

MINUTES OF CROXTON PARISH COUNCIL MEETING

Held in Croxton Village Hall on Thursday 9th September 2021

1. In Attendance

Doug Stephen	DS	Chairman
Paul Dauny	PD	Vice Chairman
Gerald Goucher	GG	Councillor
Dave Vick	DV	Councillor
Romy Dawson	RD	Clerk/RFO

Apologies

Andy Poore

2. Any Declarations of Interest There were none.

3. Minutes of the Meeting held on 8th July 2021. These had been circulated previously, were agreed and approved. Councillor Dauny proposed and Councillor Vick seconded the approval of minutes of the meeting which was agreed unanimously. These were then signed by the Chairman.

Resolved: The minutes be approved.

4. Matters Arising

i. **Norfolk County Council** Councillor Eagle not in attendance.

ii. **Breckland District Council** Councillor Chapman-Allen had sent his apologies, however, Councillor Kybird reported the following:

a. The Green Community Grant Scheme is due to end Sunday 12th September. Application through Breckland's website; the installation of an electric car charging station at the Village Hall was discussed which might qualify for the Green Grant as it was agreed that there is an increasing need for car charging points in and around Croxton.

b. Planning Application Reference No. EPL/2020/1047/D regarding the change of bricks for the houses was discussed at length and Councillor Kybird agreed to submit a comment stating that "the developer should provide two different choices of red and that bricks should be used that is appropriate to the development and sympathetic to the rural nature of the development."

c. Serco, the waste collection service, is currently under scrutiny and any complaints should be made using Breckland's website. More brown bins to be made available soon.

d. On Sunday 12th September there will be various events going in conjunction with Heritage Open Day, eg. Anglo-Sikh activities, wreath laying at noon etc. Further details on the website: <https://www.heritageopendays.org.uk/visiting/printable-area-lists/town/Thetford> . The Charles Burrell Centre will also be holding a special event on Sunday 18th September.

- e. The Breckland Plan is due to be refreshed and was delayed by the pandemic but a full review will produce a time table. Once this is produced it was recommended that the PC consider and review the JNP.
 - f. Clarification was sought by the PC on the use of terminology in Planning Application Reference number 30B/2021/0037/OB. Councillor Kybird to submit the comment that a plain English explanation and terminology would be appreciated.
 - g. The replacement of street signs were discussed. Due to changing contractors and a backlog it was not clear when the street signs in Church Avenue and Harefield Road would be replaced.
- iii. **GTP** Councillor Vick and the Chairman had attended the GTP meeting and the following was reported.
- a. A presentation was given on the regeneration of Abbey Estate which will be circulated once it has been received. As a summary, concerns were expressed regarding the infilling of green space from other parish councils.
 - b. The point was raised that 25% on Abbey Estate do not own cars, therefore cycle paths and pedestrian access could be further improved.
 - c. Transport East also did a presentation regarding leverage of funding but the presentation unfortunately was found to be somewhat unclear, but to be circulated once received.
 - d. SUE Progress Report stated an increase in traffic on the A1065 for Phase 1. Regarding the Junction works, as mentioned in the minutes of the Annual Meeting on 13th May 2021 item 3b, unfortunately this will not get triggered until Phase 2 (around 1500 houses, in 3-4 years). However, the PC will strongly recommend a "Slow-down" lane.
 - e. Jack Weaver reported that the Barge in Thetford had been removed and also reported a regeneration of the waterways.
 - f. Parking facilities to be improved at the train station in Thetford, however, no other detail was made available.

iv. **Playing Field**

- The annual inspection report had stated that the frame with the slide urgently - needed fixing. Having been previously circulated, the quote for repairs from Sovereign was discussed at length. Councillor Goucher proposed and Councillor Dauny seconded the motion to accept the quote and to proceed with the repair as soon as was possible and this carried unanimously.

RESOLVED: to proceed with the repair of the frame with the slide.

- The matting under some of the equipment to be fixed down with pins and some levelling to be completed. Councillors to undertake this on Saturday 11th September.

5. **Council Publications**

The Equal Opportunities Policy had previously been circulated and was discussed.

Councillor Vick proposed and Councillor Goucher seconded the motion to adopt the policy. Clerk will circulate the Code of Conduct and draft Financial Regulations to the councillors for discussion at the next meeting.

6. **Planning**

Item covered under item 4.ii.b.

7. **Finance: Statement up to 9th September 2021**

Savings Account	(includes Interest for Aug/Sep)		£13,598.49
Current Account			£4,668.15
Outgoings	BACS CGM Group Mowing	£69.77	
	BACS Clerk Remuneration (May-Jun 21)	£112.00	
	BACS HMRC - Clerk Income Tax	£28.00	
	DD EON (August)	£71.89	
	BACS Play Ground Inspection Invoice	£157.80	
	DD Eon (September)	£74.30	
	Cheque 22409 Norfolk Stock Fencing	£3,564.00	
	Subtotal	£4,077.76	
		Subtotal	£590.39
Income	No Payments in		£0.00
		Total Current	£590.39
		Total in both Accounts	£14,188.88

The clerk pointed out that the current account was running low and requested permission to transfer the amount of precept from the Savings Account (where it had been deposited by Breckland) to the Current Account. The Chairman proposed and Councillor Dauny seconded the motion to move the amount of precept from the Savings and this was carried unanimously.

RESOLVED: To transfer £2,848.50 from the Savings Account to the Current Account.

b/c: The clerk reported that after encountering problems making payments with Santander, she had found a reliable bank that would meet the needs of the Parish Council. Payments are set up by the clerk and then approved by two councillors, though all councillors can be approvers Unity Bank is a bank under Prudential and has been used by many parish councils and town councils for at least 10 years as it seems to understand the need of Parish Councillors. The most obvious benefits are that the councillors can log on, even when they are away and approve payments to invoices, and changes to signatories are less time-consuming. There is an annual fee for this particular service of £72, but it was felt that it would make sense to proceed in order to simplify the approval of invoices and payments thereof. Clerk will also prepare and circulate a new banking policy. Councillor Goucher proposed and Councillor Vick seconded the motion to move both bank accounts from Santander to Unity Trust Bank as soon as was possible; this was carried unanimously.

RESOLVED: The clerk to set up new accounts and move both savings and current accounts from Santander to Unity Trust.

8. **Correspondence** There was none.

9. **AOB**

a. At the last meeting it was reported that a Cycling Group had closed roads in Croxton for a cycling event. Councillor Vick reported that Highways had confirmed that any road closures for any events could not be authorised without a closure application. In addition, the PC had not been informed of this event.

Action: Councillor Vick to send an email to the organisers requesting advance notice of any further events so that any closure permits could be verified.

b. Councillor Dauny reported that the Village Clock in the Church tower would require servicing.

Action: Councillor Dauny to investigate when the clock was last serviced and recommendation as to servicing and cost thereof.

c. The Rangers: It was reported that the Breckland Rangers had reported changes to the request procedure and had initiated new steps for any works required. Service is provided at the request of Parish Councils only. Further information on request.

d. Email from Parishioner regarding a drainage issue mentioned at the last meeting has been passed onto Highways who are still to investigate.

e. A proposal was put to the PC for a cooperation among various organisations such as the Church, Village Hall and the PC to celebrate the Queen's Jubilee in June 2022. Councillor Dauny volunteered to coordinate on the PCs behalf.

d. The annual renewal of the CPRE membership was discussed at a fee of £36. Councillor Goucher proposed and Councillor Dauny seconded the motion to continue membership and this was carried unanimously.

RESOLVED: The clerk to arrange for payment of the annual CPRE membership.

The meeting closed at 21:15.

Minutes agreed:

D Stephen
Chairman

Date: