

MINUTES OF CROXTON PARISH COUNCIL MEETING

Held in Croxton Village Hall on Thursday 27th July 2023

1. In Attendance

Paul Dauny	PD	Chairman
Andy Poore	AP	Vice Chairman
Carrie Goucher	CG	Councillor
Emma Grist	EG	Councillor
Dave Vick	DV	Councillor
Romy Dawson	RD	Clerk/RFO

2. Any Declarations of Interest There were none.

3. Minutes of the Annual Meeting held on 9th May 2023. These had been circulated previously, were agreed and approved. Councillor Vick proposed and Councillor Poore 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 reported that hedges and grass cutting had commenced again. The state of hedges and as well as grass cutting was discussed at length as some residents e.g. have started mowing a path to the bin near their house. The long grass also prevents unauthorized parking. The suggestion was also made for the village to possibly manage some of the green areas of the village through adoption of said areas. Councillor Eagle to look into land license and preferably a trial beforehand.
- ii. **Breckland District Council** Councillor Kybird reported the following:
- Outdoor Drama and cinema now taking place in Thetford
 - Outdoor theatre performances set to take place in the Priory on 22nd and 23rd August.
 - Around £0.5m to be spent on making the sports centre more energy efficient.
 - Sports Centre to also receive another £0.5m to refurbish all-weather pitches to football standard.
 - A boundary review for wards sized areas has commenced. This will take about 18 months.
 - Breckland Bridge Joint Venture Plan has been approved.
 - It was also reported that Westcotec will now cease maintaining street lights. A letter explaining this was passed onto Councillor Kybird. The clerk then reported that she was looking into alternative providers and had managed to obtain an inventory of all the lights.
- iii. **GTP** The following was reported:
- A new GTP manager is now in place, Emma Crompton.
 - Councillor Sam Chapman-Allen has been re-appointed as Chairman.
 - There is a Heritage Town Masterplan that has now been put together.
 - Call for sites yielded no results in Croxton though the Shadwell Stud land received a lot of interest.
 - There was mention of the 80th Anniversary Celebrations for D-Day in 2024, to be discussed later in the year.
- iv. **Playground** The playground report after the safety inspection was discussed at length. Some remedial work had been carried out after a working party was put together, such as branch trimming, the eyes taken out of the bridge and the steps removed. The steps will be replaced by cut up decking planks. The following action points were then established:
- 6 inches of grass around each leg of play equipment to be removed, weed membrane put down and covered with bark.

- b. Fundraising to commence to replace equipment when necessary.
- c. Current damage to the legs to be treated.
- d. The need for working parties to be mentioned on social media and newsletter.
- e. CGM to be informed that the remedial work will take place and that there should be no strimming around the legs – photographic evidence to be provided.

v. **EV charging point** No further progress on installation of tails.

5. Planning

a. **Mobile phone Mast – Devil’s Punch Bowl**

Application approved.

b. **Local Plan**

No further update.

c. **JNP**

The need of changes to the JNP and the benefits of the JNP were discussed at length. Clerk to forward the funding email from Andrew Darcy to Chair and Vice Chair.

6. Finance

a. **Financial Report: Statement up to 12th January 2023**

Savings Account	Balance at last meeting	£10,865.08	
Incoming	Quarterly Interest	£61.19	
		new Balance	£10,926.27
Current Account			£12,034.91
Outgoings	04/05/2023 CGM Invoice 253800	£75.00	
	04/05/2023 CGM Invoice 253864	£75.00	
	25/05/2023 Npower	£46.70	
	19/06/2023 Npower	£99.44	
	30/06/2023 Bank Fee	£18.00	
	19/07/2023 Npower	£87.80	
	24/07/2023 NALC Subscription	£214.00	
	24/07/2023 Clerk Apr-Jun 23	£221.00	
	24/07/2023 HMRC Tax Apr-Jun 23	£52.00	
	24/07/2023 URM invoice 1015767	£17.28	
	24/07/2023 CGM Invoice 248565	£75.00	
	24/07/2023 Rospa Playsafety	£302.40	
	24/07/2023 URM invoice 1015597	£51.84	
	24/07/2023 Crown Estate Annual Invoice	415.84	
	25/07/2023 CGM Invoice 254522	75.00	
	Total Expenses	£1,826.30	
		Subtotal	£10,208.61
Income	23/05/2023 NCC Income from Recycling	£355.79	
			£355.79
		Total Current	£10,564.40
	27/07/2023	Total in both Accounts	£21,490.67

b. **Review of Asset Register** It was reported that the asset register was out of date and needed to be amended and reviewed. Clerk to make changes and then circulate the revised version so that it can be approved at the next meeting.

c. **Financial Risk Assessment** The clerk also reported that the PC appeared to have no

financial risk assessment which is deemed necessary for all PCs. Clerk to prepare a draft and circulate.

- d. **Village Hall Rent** The Crown's invoice had been paid in the amount of £415.94 for 23-24, however, despite reminders the 50% share had not been paid yet by the Village Hall Committee. It was then proposed that this annual cost be discussed at the next Village Hall Committee meeting.
- e. **Payment Authorisations** The clerk proposed that she would contact two councillors specifically with details of transactions to be approved every time and do them in groups. This would make things more efficient.
- f. **Recycling Costs and Income** The clerk reported that the total cost of recycling for 22-23 was £163 and the amount received from NCC was £355, therefore creating an income of £192.

7. Correspondence

An email had been received from Breckland Council saying that £69 would be paid for the collection of recycled fabrics.

8. AOB

- a. Speed camera volunteers who enjoy good mobility and health are required to take over the management of SAM2.
- b. Chairman to write a letter and obtain a suitable gift for the longstanding Internal Auditor who recently retired.
- c. The replacement of a damaged village sign was discussed. Councillor Grist to have a look on the NCC/Highways website to obtain a new one.

The next meeting to take place on 21st September.

There being no other business, the meeting closed at 20.40hrs.

Minutes agreed:

P Dauny
Chairman

Date: