



Meeting Minutes

Meeting of Mileham Parish Council

Tuesday 26th March 2024 at 6.30pm, Mileham Village Hall

Parish Councillors present: Ang Teague, Clair Haswell, Wayne Fleming and Rosie Smith.

Also present: Nea Horsford (clerk) and 14 members of the public

Cllr Teague opened the meeting at 6.30pm

1. To receive apologies for absence

Apologies received from Cllr Clowe and Cllr Kiddle Morris.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations.

Cllr Teague declared an interest in Mileham Free School, agenda item 6.1

3. To approve the minutes of the parish council meeting held on 28th February 2024

The council **APPROVED** the minutes, and the chair signed them as a true and accurate record.

4. Open forum for Public Participation: an opportunity to hear from members of the public and County and District Councillors

A resident voiced their concerns about the lack of progress and safety regarding playing field and asked what can be done to move this forward. They also asked when the Trustees of the Playing Field Charity are going to set a date for their AGM. This discussion was postponed until point 12 of the meeting.

Cllr Teague took the opportunity to thank all the volunteers who worked so hard tidying up the village, pavements and roads.

5. County and District Councillor's report

5.1 District Councillor's report

See website for report.

5.2 County Councillor's report

Since the resignation of Cllr Thurbon, Cllr Atterwill has offered to help Mileham with any Breckland Council issues and welfare referrals for vulnerable residents on a short-term basis until a new County Councillor has been elected.

6. To report on items not on the agenda from the last meeting (information only)

6.1 Mileham Free School

No response from the NCC to date, will chase early April.

7. Finance

7.1. To note the bank reconciliation

The Council **NOTED** the bank reconciliation (made available ahead of the meeting)

7.2. To note year to date v budget

The Council **NOTED** the year-to-date v budget (made available in advance of the meeting)

7.3. To agree the payment list.

The council **AGREED** the payments as detailed at the bottom of the minutes.

7.4. To note any income since the last meeting.

It was **NOTED** £4.50 was received from Alford Storage from recycling.

7.5. To receive an update on bank mandate changes

Changes have been made and there is a ten-day turnaround. Cllr Teague is waiting for a pin number to close the Barclays account.

8. Planning

8.1. To receive update on application decisions taken by Breckland District Council

3PL/2024/0101/HOU The Rumbles, The Street, PE32 2RA – Demolition of existing single storey rear extension, & erection of single storey rear extension & orangery **APPROVED**

RE/2024/0034/TCA Game Farm, The Street, PE32 2RD – T1 sectional fell clear and cut to near ground level. **NO OBJECTIONS**

3PL/2024/0126/HOU 2 Church Cottages, Stanfield Road Proposed first floor extension to side and single storey extension to rear. **APPROVED**

3PL/2024/0119/HOU 5 Earlsmead Gardens, Mileham PE32 2GB - proposed garden studio / summer house. **APPROVED**

TRE/2024/0046/TCA The White House, Mileham Road, PE32 2NZ – holly tree fell (tree work) **NO OBJECTIONS**

**8.2. To consider any new planning applications and agree comments.
3PL/2023/0946 Erection of 6 dwellings (resubmission)**

The appeal meeting will be held on 21st May 2024.

9. To discuss email from resident regarding the Pitt.

The barriers have been collected by Westcotec, however, the vent pipe gets removed every now and then, so Councillors replace it. It was **AGREED** to research the possibility of sealing the vent. **ACTION** Speak to Breckland District Council to see if they can advise if this possible.

10. To consider and agree quotes to replace all remaining bus shelter panels.

It was **AGREED** to proceed with the cheapest quote of £914.60 plus VAT from West Norfolk Glass.

11. To discuss updates on flooding

There is an update on flooding in Cllr Kiddle-Morris' report. Anglian Water visited Back Lane and they are concerned about the overgrown ditch owned by the Free School Charity. Many of the drains around the village are compacted with mud **ACTION** In the future, a working party could clear the ditch in Back Lane. Clerk to contact Highways to see if they can clear the drains.

12. To receive an update from the Trustees of Mileham Playing Field Charity

A Trustee of the Mileham Playing Field Charity, Mark Butler-Stoney stated that a safety check was completed on the playing field two weeks ago and everything was working, and he even tried the zip wire! He stated the insurance has been renewed and he has completed all the appropriate safety checks. He also confirmed there will be a Trustee meeting in a month's time and the playing field was fully funded by himself. The parish council requested a copy of the ROSPA (or similar) report and insurance cover note as matter of urgency and gave a deadline of Friday 5th April 2024. The clerk confirmed that if the parent of the injured child contacted the parish council regarding an insurance claim, could she forward the contact details of the Mileham Playing Field Charity and Mark Butler-Stoney confirmed it was an appropriate course of action. **ACTION** Clerk to send an email to the Mark Butler-Stoney confirming the deadline of 5th April 2024.

13. Correspondence

13.1 Annual Duty of Care document for waste management – **NOTED.**

13.2 Norfolk Community Foundation – **NOTED.**

13.3 Dereham SNAP – **NOTED.**

13.4 Cost of living email from George Freeman MP – **NOTED.**

13.5 King Charles III free portrait – **NOTED.**

14. To receive an update on purchasing a village wreath for future Remembrance Services and a Christmas tree for Christmas.

A possible location of the Christmas tree could be on the Pitt. **ACTION** Clerk to find out if permission is required as it is on public land. Cllr Fleming confirmed the timer for battery-operated lights is around £12 plus a one-off cost for the lights. Yearly costs would include the tree and batteries for the lights. He will report back at the next meeting with a price of the wreath, provided he has heard back from the Scout Group. Cllr Teague stated it would be lovely to have Father Christmas visit the village before Christmas, are there any volunteers?

15. To receive items for next meeting's Agenda

Mileham Free School Charity update.
Mileham Playing Field Charity update.
Flooding update
Christmas Tree and Wreath
Bus Shelter

16. The date of the next Annual Parish meeting was confirmed to be on the 21st May at 6.30pm

17. Mr Julian Caston confirmed he would like to continue as a Trustee of the Allotment and other village charities.

Meeting closed at 7.08pm

Mileham Parish Council

Payment list – for approval 26th March 2024

Payment to	Description	Payment	VAT (to reclaim)
NPTS	Yearly subscription	107.08	
Total payments (excluding clerk)		107.08	
Clerk pay and expenses			
Nea Horsford March 5 weeks salary		284.20	
WFH allowance		26.00	
Total clerk pay and expenses		£ 310.20	
Total payments for approval		£ 417.28	
Total Payments		£ 417.28	