

Meeting Minutes

Annual Meeting of Mileham Parish Council

Tuesday 18 May 7.30pm, Mileham Village Hall

Parish Councillors present: Angela Cutbill, Angela Teague, Jeffrey Pearce and Mark Butler-Stoney.

Also present: Donna Secker (out-going clerk), Lorraine Trueman (incoming clerk) and 3 members of the public.

Cllr Cutbill opened the meeting at 7.31pm.

1. To elect the chairman

Cllr Cutbill invited nominations for the office of Chairman. Cllr Cutbill was nominated and seconded, there were no further nominations. Cllr Cutbill agreed to serve as Chair for the coming 12 months and signed the declaration of acceptance. Cllr Cutbill took the remainder of the meeting as the Chairman.

2. To elect the vice-chairman

Cllr Cutbill invited nominations for vice-chairman. Cllr Pearce was nominated and seconded, there were no further nominations. Cllr Pearce agreed to serve as vice-chair for the coming 12 months.

3. To receive apologies for absence

Apologies were received from County Cllr Kiddle-Morris and Dist Cllr Carter.

4. To receive declarations of interest

None were received.

5. To approve the minutes of the meeting held 13 April 2021

The minutes were approved and signed by Cllr Cutbill.

6. To report progress on items not on the agenda from the last meeting

The litter pick was due to take place the coming weekend, but no response had been received from Breckland about the availability of the litter picking equipment. **Action:** the clerk to contact Breckland for an update on the availability of the litter picking equipment.

The council and public discussed the restoration of Beeston Pond. The council were in favour of the restoration, but further investigation was required to understand the options for the spoil. **Action:** Cllr Pearce to continue research into possible grants.

Cllr Pearce had drawn up an activity list and raised concerns that items on the list were not moving forward. **Action:** the council agreed to discuss the list off-line and confirm the outcome at the meeting following the discussion.

Cllr Butler-Stoney advised the council that they needed to appoint a trustee to the Mileham Charities. The council agreed this would be carried over to June's meeting. **Action:** the clerk to include this on June's agenda.

7. Open forum for Public Participation: an opportunity to hear from members of the public

A member of the public spoke favourably about the new sign on Back Lane. Cllr Cutbill explained that the parish council had wanted to renovate the old sign but were advised by Norfolk County Council that they were not allowed to. County Cllr Kiddle-Morris had previously suggested that the county council may have been able to help but it had now been confirmed that the sign had been disposed of. The parish council AGREED that this was very disappointing as they had been trying to renovate the sign for several months and suggested that the county council could replace the cast iron.

The village sign is in need of refurbishment and while a possible craftsman has been found there is no further update on this. **Action:** the clerk to contact the proposed craftsman to agree a way forward.

The path on Back Lane is prone to flooding since new houses have been built. There is a plan for gullies to be installed.

8. To receive updates from County and District Councillors

Cllr Kiddle-Morris was not at the meeting, but he did prepare a report which is available on the website.

9. To discuss highway matters.

Manor Terrace is reported to still be flooding. This has previously been reported to the county council. **Action:** the clerk to chase this up and report back.

10. To discuss the hedges for the Trods on Stanfield Road

Cllr Butler-Stoney had cut back the hedge following permission from the landowner. This has improved the visibility. The landowner are both acceptable. The farmer opposite has proposed to have the trod on his land but there was concern that this could create a dangerous situation for pedestrians.

A highways engineer from North Norfolk had visited the site and quoted a cost of £6k for the trod but the hedge would need to be cut back just before the trods are

installed. The trods are part of the Parish Partnership Scheme and the council AGREED they were happy to proceed.

11. To discuss the Villages in Bloom

Cllr Cutbill had researched this but was concerned that this was too much for the council to undertake on their own. The council discussed planting on the verges, around Beeston Pond, in front of the playing field and by the village signs, posting on social media and writing in the church and village magazine and working with The Gardeners. **Action:** Cllr Pearce to gain advice from specialist and the clerk to add the agenda in early 2022 to coincide with open gardens.

12. Planning Applications

No new planning applications have been received.

12.1 Planning Decisions

3PL/2021/0364/HOU, Manor Farm House, The Street, Raise height of roof to allow for a second floor living accommodation including two dormer windows to rear. Alterations to include rendering the dwelling, replacement windows/doors and the addition of front and rear gables. Single storey rear extension to dwelling. New access gate to driveway. APPROVED.

TRE/2021/0123/TCA, Glendoa, The Street, A group of conifers in the south eastern corner of the garden which were planted as a hedge. It is proposed to reduce these by approximately 3 metres to lessen the possibility of windthrow onto the residence immediately behind them. APPROVED.

13. To discuss Plant 1 million trees-starting in May.

Norfolk County Council had advised that they would be a budget available to incentivise councils to plant trees. The details of this budget has not yet been received and so this item will be deferred to next month. **Action:** the clerk to include item on June's agenda.

14. To discuss the Charities Report

Cllr Butler-Stoney had provided a detailed report which the councillors agreed more time to fully understand. The council agreed to defer this item.

15. Finance

15.1 To approve the list of payments

The council APPROVED the payment list as detailed at the end of this document.

15.2 To approve the budget

The budget was approved last month and no further action is required.

15.3 To approve the signing of the end of year accounts (AGAR)

The council agreed the end of year accounts and Cllr Cutbill signed the documentation.

16. To receive items for the next meeting agenda 8 June 2021

The council asked to discuss the allotments, wild flowers and planting, refurbishment of the village sign, sending a letter to Breckland Bridge to raise the issue of flooding and an updated from the Norfolk Flood Alliance.

Cllr Cutbill closed the meeting at 8.32pm

Mileham Parish Council

Payment list - for approval on 18 May 2021

Payment to	Description	Payment	VAT (to be reclaimed)
NBB Recycled Furniture	Muriel Harmer's bench	534.00	89.00
Norfolk PTS	Seminar in June (Angela & Lorraine)	96.00	-
Clerk pay and expenses:			
Total clerk pay and expenses		591.50	14.16
Total payment list		1,221.50	103.16
