

# Meeting Minutes

## Meeting of Mileham Parish Council

Tuesday 31 January 6.30pm, Mileham Village Hall

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Parish Councillors present: Ang Teague (Chair), Nick Clowe, Wayne Fleming and Mark Butler-Stoney

Also present: Lorraine Trueman (clerk) and members of the public including District Councillor Robert Hambidge and County Councillor Mark Kiddle-Morris

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Ang Teague opened the meeting at 6.30pm

### 1. To receive apologies for absence

Apologies were received from Clare Wheeler

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

Ang Teague declared an interest in the Old School Site to be discussed under item 10.

### 3. To approve the minutes of the extraordinary parish council meeting held on 29 November 2022

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

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

Nothing to report.

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

Julian Cason reported on behalf of the trustees of the charity of the poor, who met on 10 January and now have 6 trustees. Areas have been shared between trustees to improve the workings of the charity. Work is ongoing at Mileham Fen and the charity is looking for volunteers to help with the cleaning and maintaining the site. The charity has the fen, allotments and another 3 acres.

More lorries are going through the village, but it was thought these are lorries carrying sugar beet which is all being taken to Bury St Edmunds. This should ease by the end of next week.

The council noted the report shared by County Councillor Mark Kiddle-Morris and Mark went on to speak about the setting of the council tax, the changing of the referendum threshold and devolution for Norfolk.

6.47pm Mark Butler-Stoney arrived

District Councillor Robert Hambidge reported the food bus has broken down but this did not attend the village.

## **6. Planning**

### **6.1. To receive update on application decisions taken by Breckland District Council**

TRE/2022/0281/TCA High Trees, The Street, application for tree felling. No objection.

### **6.2. To receive a report on any comments submitted since the last meeting (none)**

No comments have been submitted.

### **6.3. To consider any new planning applications and agree comments**

No new applications requiring comments.

## **7. Finance**

### **7.1. To review quarter 3 finances**

The council noted the report that had been received ahead of the meeting.

### **7.2. To agree the payment list and ratify payments made since the last meeting**

The council **APPROVED** the payment list and **RATIFIED** the payments made, as included at the bottom of these minutes.

### **7.3. To note any income since the last meeting**

£477.61 has been received for VAT reclaim and clothing bank

### **7.4. To receive an update on the appointment of additional bank signatories**

The councillors had signed another bank mandate since the last one had been rejected by the bank due to Mark Butler-Stoney's account differing to the one they held on file.

## **8. To agree insurance for 2023/24**

The council **AGREED** to insure with Zurich and will review the assets values before the 2024/24 insurance is due.

## **9. Policies and Risk Assessments**

### **9.1. To review data protection policy**

- 9.2. To review privacy notice**
- 9.3. To review general risk assessment**
- 9.4. To review financial risk assessment**
- 9.5. To review website accessibility statement**
- 9.6. To review safeguarding policy**

The council **AGREED** no changes were required.

#### **10. To receive an update on the Old School Sites/Free School Mileham Charity**

No update from the working group. Councillors and the public discussed possible options.

#### **11. To agree if the trod at Stanfield Road should be installed**

The clerk advised the additional charge for moving the village sign was £879.65. In April 2022 council was advised £1,884 would be returned if the trod did not go ahead. County Councillor Mark Kiddle-Morris offered £500 towards the additional cost, to be paid once the trod is completed. The council thanked Mark and **AGREED** to accept the donation and proceed with the trod.

#### **12. The Pitt**

##### **12.1. To receive an update on the clearance of garden waste**

Mark Butler-Stoney advised there had been no action and he agreed to send the clerk the appropriate insurance documents before any work commenced.

##### **12.2. To agree to register the land with the Land Registry**

The council **AGREED** for the clerk to look at registering the land and report back at the next meeting.

#### **13. To receive an update on the setting up of a Speed Watch Group**

Ang Teague will arrange a meeting for Speed Watch volunteers on 28 March at 6pm.

#### **14. To review SAM2 data and to agree rota for 2023**

The council reviewed and discussed the data. The council would like to consider their own SAM2 sign as part of the next Parish Partnership Scheme. Nick Clowe will help with the rota.

#### **15. To discuss and agree a response to the National Planning Policy Framework consultation**

Mark Kiddle-Morris spoke about the NPPF consultation. Mileham has no village boundary. The council **AGREED** not to respond.

**16. To agree who should attend Norfolk Parish Training and Support Spring Seminar on 21 March**

The council **AGREED** the clerk and Wayne Fleming.

**17. To discuss the Annual Parish Meeting**

The council **AGREED** to hold the meeting on 28 March, 6.30pm and to follow the same format as last year.

**18. To discuss Kings Coronation event**

The council **AGREED** they did not have the resources to hold an event but Ang Teague would look at closing Back Lane for a street party.

**19. Correspondence (information only)**

- 19.1. Local government finance 2023-24 and 2024-25**
- 19.2. Legal services and support from nplaw**
- 19.3. Rural cost of living survey**
- 19.4. Dereham local policing, priority setting**

**20. To receive items for next meeting agenda**

Dog mess and bins, litter pick

Meeting closed 7.58pm