

MINUTES OF THE PARISH COUNCIL MEETING OF SWANTON ABBOTT HELD  
ON 11th. JULY 2023 at 7.00p.m. in the VILLAGE HALL, SWANTON ABBOTT.

PRESENT –Cllrs. M. Vaughan (Chair), S. Day and G McAnsh, the Clerk G Kimmerling, & 5 members of the public.

**Open session for members of the public to speak.**

Concern was raised that the Parish Council neither approved nor opposed the Affordable Housing scheme. In surveys, more people either supported or didn't comment, on a scheme for less than 25 houses. It was suggested that the Parish Council should support an Affordable Housing scheme in the village.

A comment was made that, in other areas, houses built for affordable housing were bought up by speculators for second homes.

The Clerk explained that the scheme proposed for Swanton Abbott had been for Exception Housing which would only go to people on a waiting list with a valid reason for living in the village.

	<b>AGENDA</b>	<i>Action</i>																		
23.26	<p>a. <u>APOLOGIES FOR ABSENCE</u> NCC/NNDC Cllr. Penfold – a previous engagement..</p> <p>b. <u>DECLARATION OF INTEREST IN ITEMS ON THE AGENDA.</u> None</p> <p>c. <u>TO CONSIDER AND APPROVE THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MAY 9<sup>TH</sup>. 2023</u> <b>Resolution.</b> Proposed by Cllr. Day, seconded by Cllr. McAnsh &amp; agreed by the Parish Council to accept the Minutes of the meeting held on May 9<sup>th</sup>. 2023 as a true record. These were then signed by the Chair.</p>																			
23.27	<p><u>CLERK'S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a. The last day for the public to inspect the accounts is July 14<sup>th</sup>.</p> <p>b. There is no clear direction on charges for Freedom of Information but no charge can be made for the Clerk's time. It is up to individual councils to decide on the rate to charge.</p> <p>c. All Coronation mugs have been handed out to the village children.</p> <p>d. It was agreed that Granville is doing a great job with the maintenance in the village.</p>																			
23.28	<p><u>NORFOLK COUNTY COUNCIL AND NORTH NORFOLK DISTRICT COUNCIL REPORTS.</u></p> <p>No reports.</p>																			
23.29	<p><b>FINANCES</b></p> <p>a) <b>TO CONSIDER THE PRESENT FINANCIAL POSITION</b> The Clerk had produced up-to date accounts. £8.83 had been received in interest; £170 for rent; £500 for the village sign.</p> <p>b) <b>TO CONSIDER AND RESOLVE WHETHER TO APPROVE OUTSTANDING INVOICES FOR PAYMENT.</b> <b>Resolution.</b> Proposed by Cllr. Vaughan, seconded by Cllr. McAnsh and approved by the Parish Council to pay the following invoices. The following payments were made on-line before the meeting.</p> <table border="0"> <tr> <td>Communicorp</td> <td>Coronation mugs</td> <td>£295.20 (VAT £49.20)</td> </tr> <tr> <td>SR Print &amp; Design</td> <td>Newsletter</td> <td>£204.00</td> </tr> <tr> <td>Stainless Fabrications</td> <td>Post for Village Sign</td> <td>£810.00</td> </tr> <tr> <td>G M Window Cleaning</td> <td>Bus Shelter</td> <td>£30.00</td> </tr> </table> <p>The following payments were authorised to be paid on-line:-</p> <table border="0"> <tr> <td>G Kimmerling</td> <td>Clerk's expenses</td> <td>£ 18.47</td> </tr> <tr> <td>S A Village Hall</td> <td>Hire of hall</td> <td>£ 20.00 (£10 extra for APCM )</td> </tr> </table>	Communicorp	Coronation mugs	£295.20 (VAT £49.20)	SR Print & Design	Newsletter	£204.00	Stainless Fabrications	Post for Village Sign	£810.00	G M Window Cleaning	Bus Shelter	£30.00	G Kimmerling	Clerk's expenses	£ 18.47	S A Village Hall	Hire of hall	£ 20.00 (£10 extra for APCM )	
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	<p>The Clerk explained that the insurance for the Revels event was £157.20 and it was agreed that this sum should be transferred to the Revels reserves. Cllr. Day said not all monies had been paid for adverts in the Abbott and he will chase this.</p>															
23.30	<p><b><u>PLANNING</u></b>  a) <b><u>TO CONSIDER ANY PLANNING APPLICATIONS.</u></b>  PF/23/1283 Village Hall, The Street  Single storey extension to village hall to provide storage following removal of sheds; wheelchair ramp to the front entrance to hall.  The Parish Council approved of this application.  b) <b><u>TO NOTIFY OF ANY PLANNING DECISIONS BY NNDC</u></b>  None received.  c) <b><u>TO CONSIDER ANY OTHER PLANNING ISSUES.</u></b>  None.</p>															
23.31	<p><b><u>APPOINTMENT OF VICE CHAIR.</u></b>  <b><u>TO NOMINATE AND APPOINT THE VICE-CHAIR.</u></b>  <b>Resolution.</b> Proposed by Cllr. Vaughan &amp; seconded by Cllr. McAnsh to appoint Cllr. Day as Vice-Chair. Cllr. Day accepted and signed the Declaration of Acceptance of Office.</p>															
23.32	<p><b><u>CO-OPTION ONTO THE PARISH COUNCIL</u></b>  A. <b><u>TO CO-OPT ONTO THE PARISH COUNCIL TO FILL THE VACANCY</u></b>  <b>Resolution</b> Proposed by Cllr. Vaughan, seconded by Cllr. Day &amp; agreed by the Parish Council to co-opt Mr. Peter Hodson onto the Parish Council. Mr. Hodson signed the Declaration of Acceptance of Office at the end of the meeting.  b. <b><u>TO CONSIDER WAYS OF ATTRACTING MEMBERS OF THE COMMUNITY TO JOIN THE PARISH COUNCIL.</u></b>  Cllr. Day explained there are still 3 vacancies on the Parish Council. He suggested an Engagement Evening to personally invite new-comers and other potentially interested people to meet the Parish Councillors and find out what is involved in being a councillor. This could take the form of a cheese and wine evening. It would be advertised in the Abbott and on-line and would be open to everyone in the village. It was suggested that it should be early in September. Cllr. Vaughan suggested holding it on the same evening as the next PC meeting but this could be too early for some people. It was agreed that Cllr. Day should lead on this .</p>															
23.33	<p><b><u>APPOINTMENT OF REPRESENTATIVES ON VARIOUS BODIES</u></b>  <b><u>TO ALLOCATE RESPONSIBILITIES TO THE PARISH COUNCILLORS</u></b>  The following posts were agreed:-</p> <table border="0"> <tr> <td>Broadband &amp; BT</td> <td>Cllr. McAnsh</td> </tr> <tr> <td>Footpaths &amp; Green Issues</td> <td>Cllr. Day</td> </tr> <tr> <td>Highways; Drainage; SNAP; Planning &amp; Defibrillator</td> <td>Cllr. Vaughan</td> </tr> <tr> <td>Community Engagement &amp; Phone Box</td> <td>Cllr. Day</td> </tr> <tr> <td>Bottlebank</td> <td>Cllr. Hodson</td> </tr> <tr> <td>SAM2 Machine</td> <td>Mr. Gary Greenwood</td> </tr> <tr> <td>Welcome Letters</td> <td>Clerk</td> </tr> </table> <p>All Councillors will work with the Clerk to update the Welcome Letters. Cllr. Vaughan said the phone box needs a sign to show it contains Information .</p>	Broadband & BT	Cllr. McAnsh	Footpaths & Green Issues	Cllr. Day	Highways; Drainage; SNAP; Planning & Defibrillator	Cllr. Vaughan	Community Engagement & Phone Box	Cllr. Day	Bottlebank	Cllr. Hodson	SAM2 Machine	Mr. Gary Greenwood	Welcome Letters	Clerk	<p><b>Clerk &amp; Cllrs.</b>  <b>Page 326</b></p>
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23.34	<u>TO AGREE THE REPRESENTATIVE ON THE VILLAGE HALL COMMITTEE</u> This issue should have been covered at the APM. <b>Resolution</b> Proposed by Cllr. Day, seconded by Cllr. Vaughan & agreed by the Parish Council to appoint Vicki George as the Village Hall representative. She was happy to do this.	
23.35	<u>HIGHWAYS AND DRAINAGE ISSUES UPDATE</u> A. <u>UPDATE</u> Cllr. Vaughan said Highways have dug out some of the back drains at the junction of Long Common Lane, Long Common Road and the school turning but it was not where the flooding occurred. There are several issues to discuss and the Clerk will try to arrange a site meeting with Highways. B. <u>FOOTPATHS UPDATE</u> Cllr. Day said some footpaths are overgrown but farmers may be waiting until the birds have finished nesting and the seeds have set. An e-mail had been received regarding the footpath from the school towards the Felmingham Road. This has been reported to Highways, Rights of Way. The footpath at the side of the Village Hall used to be gritted. This will be on the next Agenda for discussion.	<b>Clerk</b>          <b>Agenda</b>
23.36	<u>BROADBAND AND MOBILE PHONE UPDATE</u> Cllr. McAnsh said there was money for a satellite dish for the Village Hall which would give free broadband to the hall and properties within 2-300m of the hall. He is in contact with Michael Snaith regarding this.	
23.37	<u>REPORT ON THE REVELS EVENT</u> by Cllr. Day. About 180 people enjoyed the music, dancing, beer tent & Bar-B-Que at the Revels. The committee thank the Parish Council for covering the cost of the insurance. It was good that most village organisations were involved including the school which organised various stalls including Bert's Amazing Creatures. The money raised will be split between the Revels & the school. The next event is a band in the Church on September 30 <sup>th</sup> .	
23.38	<u>TO CONSIDER IMPROVEMENTS TO THE WAY THE PARISH COUNCIL COMMUNICATES WITH THE COMMUNITY.</u> Cllr. Day said the Parish Council spends £100 per year on the web-site which is out-of-date and needs stream-lining. It was agreed that Cllr. Day should work with Mr. Vincent who runs the web-site and come back with a proposal on how make improvements. Skeyton has a good web-site.	<b>Cllr. Day</b>
23.39	<u>ON-GOING ISSUES</u> <u>TO REPORT AND RESOLVE, WHERE POSSIBLE, ON-GOING COMMUNITY ISSUES.</u> None.	
23.40	<u>CORRESPONDENCE RECEIVED.</u> The Clerk read out a letter explaining why the Village Hall Trustees and Management Committee resigned in December 2022. Clerk's & Councils Direct Issue 148	
	Due to holidays, it was agreed that the next meeting will be brought forward to August 29 <sup>th</sup> . The meeting closed at 7.55p.m.	<b>Page327</b>