

Minutes of the Parish Council Meeting of the Kirby Cane & Ellingham Parish Council on Monday, 15th January 2024 at 7pm in Kirby Cane Memorial Hall

Present:

John Cook, Richard Canham, James Lally, Lesley Lodge, Kerry Mallard, Julie Pickering, Andrew Raymant, Michael Skipper, Iain Wright and district councillor Chris Brown, the clerk to the council, Jane Love, and three members of the public.

1. **To receive apologies for absence:**

Apologies were accepted from county councillor Barry Stone.

2. **To receive declarations of interest from members on items on the agenda, and any requests for a dispensation on those interests:**

John Cook, James Lally and Michael Skipper were trustees of the Kirby Cane Memorial Hall; Iain Wright was a trustee of Kirby Cane Charities; Kerry Mallard and Richard Canham were trustees of the Ellingham United Charities; and John Cook had a non-pecuniary interest in the Ellingham United Charities.

3. **To approve the minutes of the meeting of 13th November 2023:**

The minutes of the meeting on 13th November were agreed to be correct and were signed by the chairman.

4. **To report matters arising from those minutes (no decisions can be taken on any of these items):**

Various issues would be covered later in the agenda.

5. **Opportunity for public participation:**

A resident raised concerns about the use of an area of meadow land where a shipping container had been placed, and appeared to be being used for storage. The clerk was asked to raise this issue with South Norfolk Council.

District Cllr Chris Brown updated the meeting on the district council budget-setting process, and a possible change to the recycling regime to introduce food waste recycling. SNC was seeking clarification on whether this would be introduced in rural areas. The VCHAP scheme would hopefully be finalised by the end of 2024. SNC would also support parish councils who chose to adopt "nature recovery" policies.

Councillors questioned Cllr Brown about the progress of the pylon project from the offshore generation areas to Tilbury, and the possibility of "undergrounding" of the cables.

6. **To discuss planning matters:**

a) 2023/3732; single storey rear extensions to 27 & 29 Old Yarmouth Road, Kirby Cane - Cllr Skipper was the applicant, so after answering some questions he left the room while the application was discussed. Councillors had no objections to the application and asked the clerk to respond to SNC accordingly.

b) 2023/3392; notification of prior approval for a proposed change of use and associated building works of an agricultural building to a dwelling house, barn at Sheepwalk Farm, Kirby Cane - updated plans had been received as the initial version of the plans, showing access onto the A143, had been refused the Highways (and as pointed out by the parish council). The access was now only along the long driveway from the farm north-west onto School Road.

Residents had sent images of fires at the pallet yard on Geldeston Road, which had already been reported to SNC. The clerk therefore reported this again, and the officer

in question had been due to visit the site that day and an update was therefore expected. Cllr Raymant also raised the question of whether the Broads Authority might take a stricter line, which might be a different line to pursue.

Cllr Raymant raised the issue of a possible planning application for a solar farm at Shipmeadow and there was some discussion about whether the parish council should support the parties who are objecting to the scheme. The councillors were of the opinion that at the moment a planning application had not been submitted and they would respond when this occurred.

7. To discuss correspondence:

- a) the Bungay Black Dog Running Club had informed the council about its Festival of Running on 10th April;
- b) flooding on Mill Road - this had recurred and been reported by residents, although jetting of the drains was programmed, this all added to the message that this needed to be done;
- c) the parish council had sent a 103rd birthday card to local resident Mr Williams (whose 100th birthday the council had also marked);
- d) a resident had been in contact about the linking part of the footpath from Ellingham West through to Crossways, and he also reported a bad litter problem near to the junction with the A143, if a litterpick was planned for the future.

8. To consider a pay increase for the clerk:

Councillors agreed to adopt the nationally negotiated flat rate increase of £1925 pro rata for the clerk for the current financial year, 2023/24, and for the clerk to increase the standing order for her salary to £552.17 per month from 1 February 2024.

9. To receive a financial report from the Clerk and approve invoices for payment:

Balance b/f at 13 th November 2023		£ 65,798.92
Receipts:		
Easyfundraising	Donations towards car park project	£24.89
Ellingham United Charities	Grant towards car park project	£2,000.00
Sub-total of receipts		£2,024.89
Standing orders:		
Jane Love	Clerk's monthly salary + use of home – Dec	£539.20
Jane Love	Clerk's monthly salary + use of home – Jan	£539.20
Payments between meetings:		
PC Unity Trust account	Transfer	£40,000.00
Unity Trust Bank	Bank charges	£18.00
Payments to be agreed:		
IMON Site Ltd	Nov + Dec grasscutting	£240.00
Kirby Cane Memorial Hall	Hire of hall for meetings 13 th December + 15 th January	£40.00
TT Jones Electrical	Street light maintenance Jan-Mar 2024	£82.13
Joel Spurdens Pest Control	Pest control at Ellingham Playing Field, Jan-Mar 2024	£132.29
Norfolk Pension Fund	Clerk's pension contribs Dec/Jan	£425.49
HMRC	Clerk's tax for December	£9.80
HMRC	Clerk's tax for January	£97.26
Jane Love	Clerk's travel expenses	£36.00
	Additional payment for April 2023 to January 2024, £1925 pro rata + adjustments	£237.06
Sub-total of payments		£ 42,396.43
Balance c/f at 15 th January 2024		£ 25,427.38

Councillors agreed the list of payments presented by the clerk, and the chairman checked and signed the reconciliation and bank statements.

10. To consider opening another parish council savings account:

Councillors agreed that another instant access savings account should be opened with Cynergy Bank, which would earn 3.65%, moving the £40,000 balance from the Unity Trust Savings account and retaining the same signatories

11. To consider the draft budget for 2024/25 and decide on the precept:

The parish council's financial committee had met on 13th December to discuss the budget for the coming financial year in detail – the clerk had made amendments as directed. They also agreed a donation of £200 to the Waveney Group of Parishes for the production of the Tidings magazine for the current year, and £240 for 2024/25.

Councillors resolved to request the amount of £22,200 as the precept for 2024/25, and adopted the draft budget for the year presented by the clerk.

12. To consider specific local issues:

i) highways issues – the chairman and vice chairman had met with an officer from highways to discuss the flooding down Church Road to the junction with the A143. Cllr Cook and Cllr Skipper were surprised to hear that the officer did not know about the issue of run-off from farmland, which is a major issue for farmers. The clerk would chase the officer in question.

Councillors commented on how well the resurfacing on the A143 had been done, and asked the clerk to compliment Highways on a job well done.

The clerk would also report the damage to the large road sign on the A143 just before Crossways, and a pot-hole of Wardley Hill Road.

13. To receive a report on the playground:

Cllr Lodge reported that there was not much activity at the playground, although there was a steady throughput of visitors, especially on sunny days. The bins are emptied and the play equipment checked regularly.

14. To receive a report on the car park project:

Cllr Skipper reported that the car park lease had finally been signed, but now needed to be approved by the Land Registry and it was now time to look at a revision of the quotes for the construction of the car park. It was also possible that another contractor might be available from the local area, and this quote was also awaited. The issue of the expiry of the planning permission for the car park, which would come up on 26 May 2024, was also raised - the clerk had checked with the planning consultant and the investigative work carried out for the design to be drawn up would not count as part of the construction, although something like the access splay from the road would. The consultant had offered to write to SNC on the council's behalf to check on this. Funding sources such as the Sizewell C project were discussed. The clerk would ask the companies that had previously quoted to revise their quotes, including the chosen contractor, and include the local company in this email. The clerk was also meeting with another local clerk with experience of the Public Works Loans Board to get more information about this process.

15. To receive a report about neighbourhood planning:

The neighbouring villages of Gillingham and Geldeston were considering undertaking a neighbourhood plan, and Cllr Raymant had attended a meeting at Gillingham at which a consultant was pitching to be chosen to support this process. This was a process that was introduced in the Localism Act 2011 to encourage communities to become more engaged in the planning process and to enable them to have more say in the

development (or not) of their community. These are lengthy documents which are intended to set out the vision for the community. This process is supported by consultants, and grants are available to pay for the consultants. There are few planning applications in the village, and Cllr Raymant queried whether such a plan would actually be of any use, and he also queried whether it would actually be applied. Not all parishes are adopting it, but although it is not compulsory, communities that have adopted a plan get 25% CIL [instead of the standard rate of 15%] if there is subsequent development. Cllr Raymant and the clerk would attend another meeting on 6 February, and report back at the next meeting, and then it might be appropriate to invite a consultant to speak to Kirby Cane & Ellingham. Cllr Wright was concerned that the work involved might distract from the important on-going project of constructing the car park, and Cllr Raymant agreed that there may be other ways to address the issues that do arise in the village, as the parish council already aimed to do.

16. To receive items for information:

A renewable energy supplier would be giving a talk in the village in the coming months. Also, there were signs that some work had been done on the empty properties in the village.

There would be a road closure on Mill Road on 17 February to assist the clearing of the drains, but as yet the clerk had not received a notification.

Two trees were still down on the river bank on the Mettingham side, and there was a question about the ownership of the land - the Environment Agency did not seem to know who owned it.

Cllr Pickering asked if anyone knew about the future plans for the village store, as it appeared that the current tenants would be leaving in February. Cllr Skipper would enquire if this was the case.

17. To receive items for the next agenda:

Update on neighbourhood planning, solar farm application, emergency planning

18. Date of next meeting – Monday, 18th March, 7pm

There being no further business, the meeting closed at 9.03pm

Signed.....
Chairman

Dated.....