

7th July 2020

WOOD DALLING PARISH COUNCIL

Draft minutes of the Parish Council Meeting, held on Tuesday 7th July 2020, at 7.30pm via Zoom (online).

Present: Kerry Oldfield (Chairman) (KO), Jonathan Rodwell (Vice Chairman) (JRod), Jonathan Rawlinson (JRaw), Jono Wilton (JW), Alex Clark-Rudd, Greg Peck (County & District Councillor) (GP), Kirsty Cotgrove (Clerk).
0 members of the public

20/46. Chair's welcome and apologies for Absence.

KO welcomed everyone, and apologies were accepted for Helen Dixon and Rory Harrold.

20/47. Declarations of Interest.

JRod - Church.

20/48. To sign as a correct record the minutes of the Meetings held on Tuesday 3rd March and Tuesday 5th May 2020

The minutes were agreed and signed as a true record of the meeting.

20/49. Matters arising from the meeting.

None.

20/50. Members of the public register a desire to speak

None.

20/51. Committee reports and recommendations:

Jeff Topp – Newsletter

None. Thanks were recorded to NFU in Holt, who have agreed to pay printing costs for the newsletter in the future.

David McMaster – Village Hall – None. KO reported that the Village Hall have obtained a £10,000 grant to cover losses during the Covid 19 shutdown.

Jonathan Rodwell – Church – The church is still closed, and will not reopen until improvements are complete. The faculty have agreed the improvements and it is hoped that the contactor will start late August / September. All improvements should be completed by Christmas. The bats have made a mess inside the church during lockdown.

Police – None.

Greg Peck – District & County Councillor – The cabinet have continued to meet virtually on a weekly basis. The care home in Cawston was bought to house Covid patients in case the NHS in Norfolk was overwhelmed. This was kitted out within a week, as was a mortuary in Scottow, which has not yet been used. The County Council has taken over the old Britvic factory in Norwich to co-ordinate care packages for vulnerable people and PPE, which Norfolk did not have a shortage of. Staff and Councillors have worked incredibly hard during the pandemic, operating 7 days a week, with the Britvic site being staffed mainly by library staff. The County Council are now working on a recovery plan to secure Norfolk for employment, as redundancies are expecting as lockdown eases. KO thanked all Councillors and staff for their hard work.

20/52. To review the following policies

The following policies were approved and signed as necessary:

- (i) Annual Review of Internal Audit
- (ii) Annual Review of Internal Control
- (iii) Financial Regulations
- (iv) Financial Risk Assessment
- (v) Risk Management Plan
- (vi) Asset Register (Clerk will add laptop)
- (vii) Business Continuity Plan

20/53. Highways/potholes/hedge cutting

A number of road name signs and Highways signs were identified as damaged or missing. The Clerk will report to Broadland District Council and Highways as necessary. It was noted

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that verge cutters have cut back all of the wild flowers, instead of just cutting junctions. GP will raise with NCC, along with the temporary 20mph signs which have been left at either end of Crow Hill for 3-4 months. Clerk will also report this to Highways. **Action: Clerk**

20/54. To update on grass cutting

All going well, and payments up to date.

20/55. An update on the Town House, and to agree any payments necessary

The Town House needs an electrical test. The Clerk will arrange this.

Action: Clerk

20/29. To update on the windfarm projects

It looks as if the Vanguard & Hornsea 3 projects will be approved by the Secretary of State. Projects will still need to be approved by local authorities. Boreas is still progressing, and Equinor are starting the procedure for an extension to Sheringham Shoal, and more projects could be in the pipeline. The Offshore Ring Main is still being investigated, but will not be in time for the first three projects.

20/56. To update on the bid for a Parish Partnership grants for Village Hall signs and a SAM2 unit

The village hall signs have finally been installed. The Clerk received an email in April to say that the decision regarding the SAM2 has been delayed due to the Covid pandemic.

20/57. Correspondence

None.

20/58. Planning

Wood Dalling Hall, Hall Road, Wood Dalling. The PC had no objection to this application.

20/59. Finance and Payments

(i) Copies of the current cash book and budget update were given to all councillors prior to the meeting, and were approved.

(ii) Payments were approved and cheques were signed by KO & RH for-

(a) K Cotgrove – Apr & May salary (chq 100745)	£244.14
(b) K Cotgrove – Jun & Jul salary (chq 100751)	£244.14
(c) P Collins – Mar grass cutting (chq 100742)	£326.00
(d) P Collins – Apr grass cutting (chq 100743)	£326.00
(e) P Collins – May grass cutting (chq 100744)	£326.00
(f) P Collins – Jun grass cutting (chq 100746)	£326.00
(g) J Boxall – internal audit (chq 100747)	£50.00
(h) Zurich Insurance – liability insurance (chq 100748)	£257.60
(i) Norfolk Association of Local Councils –renewal (chq 100749)	£131.88
(j) CIA – Landlord insurance (chq 100750)	£273.27

20/60. Matters for further discussion

There have been instances of anti-social behaviour both in the church yard, and a neighbouring property, where youths have broken in to the churchyard and garden. It was agreed that the owners of the house and JRod on behalf of the church, should contact the Police to ask them to patrol the area.

At the start of the pandemic, KO help put together a group of volunteers to help vulnerable people in the village. There were a large number of willing volunteers, but few requests for assistance. Anyone known to be vulnerable were contacted. Thanks were given to all of the volunteers.

20/61. To close the Meeting

The next meeting will be on Tuesday 1st September 2020, 7:30pm. Either in the Village Hall or via Zoom, restrictions depending.

There being no further business, the meeting closed at 8:36pm.

Approved as a correct record

Date