

Grimston Parish Council
Minutes of Council Meeting on Monday 13 June 2022 at 7.30pm
Grimston Village Hall

Present: Cllrs Israel(Chairman) P Coleman, Coe, de Whalley, S Coleman, Boldero, Fraser, Pitcher and Shepherdly

In Attendance: Mrs P Sewell (Clerk) and 14 Members of the Public

22.66 CHAIRMAN'S REPORT AND TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Chairman, in recognition of Armed Forces day on 25 June, paid tribute to the members of the community who were serving in or had retired from the Armed Forces. **Apologies for Absence** were received and accepted from Cllr Barnicoat as well as C.Cllr Daubney. B.Cllr Manning attended for part of the meeting.

22.67 TO RECEIVE DECLARATIONS OF INTEREST

None

Resolution to suspend business to receive Ward Reports and Parishioners' Questions

B.Cllr Manning had submitted a written report which included dates of the next planning committee meetings. As had previously been reported Planning was struggling to recruit experienced planning staff, the Corporate Performance Panel was intending to discuss and address this issue at its meeting on 16 June. The new bin collection service appeared to be working well, some issues had arisen due to the double bank holiday, and others had been reported to SERCO. Cllr Manning congratulated the Jubilee Committee on the weekend. The B.Cllr would be attending the Tower Gardens to commemorate the anniversary of the ending of the Falklands War.

B.Cllr de Whalley reported that he and Cllr Manning had presented Jubilee medals to Holly Meadows School, and 11 medals were also given to Pott Row School. Cabinet would be asked to approve adjustments to the Town Deal programme which the Board had made to refine projects set out in the original bid. The next round of CIL grants would open shortly but B. Cllr de Whalley stated that changes to the approval criteria reported last month would not take effect until the next round in 2023. The B.Cllr had been formally appointed to the KL&WN BC Planning Committee; therefore, he would abstain from votes on any applications going forward.

Parishioners' Questions

A parishioner said that they were disappointed that the Council Gateway signs had not been agreed for Leziate Drove especially as Roydon PC would be installing them. The Clerk explained that the Council had explored the option but had agreed to go down the SAM2 route. The option would be kept under review.

Mrs Roper reported on behalf of Grimston WI that they had secured £300 from the B. Cllr Community Grant, for the Defib unit.

22.68 TO RECEIVE AND ACCEPT THE MINUTES OF 23 MAY 2022 AS A TRUE RECORD

- **Cllr Pitcher proposed: Council to receive and accept the Minutes of 23 May 2022 as a true record - Resolved**

22.69 MATTERS ARISING (*INFORMATION ONLY*)

Seat: The Clerk reported that she had not yet been able to visit the Medical Centre but hoped to bring the matter to Council for approval in July.

LED power: Cllr de Whalley asked if there had been any progress with a new power contract, the Clerk said that she was waiting for the new consumption certificates to be issued.

22.70 TO NOTE AND ACTION CORRESPONDENCE AS LISTED

Planning: Application 22/00489/F had been withdrawn

Funding: The Council noted the CIL Funding Applications portal would open on 1st July 2022; the Clerk had sent out reminders to local groups. Time would be set aside time at the July meeting to consider applications.

Grass cutting: The Council noted that the complaints about grass cutting referred to the Churchyard and had since been resolved.

22.71 PARISH COUNCILLOR VACANCY – CO-OPTION

The Chairman welcomed both applicants and thanked them for their interest. The applicants introduced themselves and addressed the meeting, both having previously submitted a written expression of interest. The Chairman called for a vote and a paper ballot was conducted - Joshua Shuardson-Hipkin was duly co-opted onto the Council.

22.72 FINANCE

22.72.1 To approve payments due

▪ Cllr Shepherdly proposed: Council to approve payments due - *Resolved*

Payments	Heading	Gross	VAT
Mrs Sewell	Postage/Jubilee/London Bridge	1183.67	31.18
Westcotec	Streetlighting	11932.80	1988.80
Westcotec	Streetlighting	576.00	96.00
Uptech	Gen Admin	72.00	14.40
CGM	Grass cutting	182.96	30.50
Parish Print	Jubilee	167.00	0.00
M Pearman*	Jubilee	500.00	0.00
HUFL	Jubilee	150.00	0.00
Mrs M Roper	Jubilee	83.63	0.00
Mrs J Haywood	Jubilee	50.08	0.00
Heacham In Bloom	Jubilee	24.45	0.00
Npower	Street Lighting Energy April	182.39	9.12
		15104.98	2170.00
Receipts			
Santander	Interest	2.86	BACs
Treasure Hunt	Jubilee	45.00	BACs
Treasure Hunt	Jubilee	5.00	Cash
HMRC	VAT Reclaim	751.53	BACs
KL&WN BC	Street Lighting Grant	5900.00	BACs
Total		6704.39	

22.72.2 To note receipt of CIL grant and to arrange publicity acknowledging the grant

The Council noted that the CIL grant of £5900 had been received to meet the costs of installation LED Street Lighting. A publicity photo would need to be arranged with Borough Councillors.

22.72.3 To agree and approve a donation to the Citizens Advice Bureau

- **Cllr Fraser proposed: Council to make a donation of £150.00 to CAB (Kings' Lynn Office) - Resolved**

22.72.4 AGAR2022 Section 1 – Approve of Annual Governance Statement

- **Cllr P Coleman proposed: Council to complete and approve AGAR2022 Section 1 – Annual Governance Statement - Resolved**

22.72.5 AGAR2022 Section 2 – Approval of Accounting Statement

- **Cllr Pitcher proposed: Council to approve AGAR2022 Section 2 –Accounting Statement - Resolved**

22.72.6 Review of Clerk's hours

The Clerk reminded Council that it had agreed to conduct a review of the Clerk's working hours.

- **Cllr S Coleman proposed: Council to arrange a separate meeting with Clerk to discuss job description/hours and to conduct a staff review - Resolved**

22.73 PLANNING MATTERS

The Chairman handed over the Chair to the Vice-Chairman

22.73.1 To consider responses to planning applications:

22/00877/F: Spot Farm, Sandy Lane - Front 2 story ext. with garage and rear single-story extension.

- **Cllr Fraser proposed: Council to support application 22/00877/F - Resolved**

22/00840/F: Henros 42 Lynn Road Grimston - Proposed construction of a 5-bed house with carport.

- **Cllr Fraser proposed: Council to support application 22/00840/F – Resolved**

Cllr P Coleman reported that the NHP Committee was due to meet soon and there would be a report about the next stage at the next meeting.

22.74 HIGHWAYS/RIGHTS OF WAY/ STREET LIGHTING ISSUES

22.74.1 To note other fault reports

The Council noted that NCC had provided the following responses on reports made: Cliffe en Howe Road by School - Potholes to be done, Chequers Road – on the list would be done when funds allowed and the Chapel Road Hedge – reported to the Rangers but had been deemed too big a job, Highways to action and consult with owners.

22.75 CHAPEL ROAD BUS STOP AND SHELTER

The Chairman reported that as agreed a letter had been delivered to each address setting out the Council's proposal, however, a strong objection from one household had been received, details of which had been circulated to Cllrs. The Chairman reiterated the Highways' and the Developer's requirement that the alternative site required the householders' support. The Council discussed another position; however, it was acknowledged that the householder was currently indisposed and could not be consulted.

- **Cllr Fraser proposed: Council to accept that it had done what it could – Not agreed**
- **Cllr P Coleman proposed: Council to seek views on just a bus stop, no shelter option – Resolved**

- **Cllr Shepherdly proposed: Council to agree that the Chairman and herself could meet with the householders to see if there was a way to overcome the objections - *Resolved***

22.76 PLATINUM JUBILEE COMMITTEE

22.76 Report and Thanks

The Chairman reported that the Jubilee weekend had been a tremendous success, well supported and enjoyed by residents. The Chairman thanked the Jubilee Committee and the Clerk as well as everyone, and there were many, who contributed so much time and effort to make everything run so well. The Committee would have a meeting shortly to review the events, costs and work left to do. Many residents had asked that the picnic become an annual event and the Committee would look at the feasibility of this and report back to Full Council in July.

22.77 FLAGPOLE/FLAG MANAGEMENT POLICY

The Council noted that it was a custodian of a Parish Flagpole, and thanks were extended to Cllrs P Coleman and Boldero as well as Mr Kavanagh who conducted the installation reducing the project cost. The Council reviewed the draft management policy

- **Cllr Pitcher proposed: Council to approve policy but also include the purchase and the flying of the St George's Flag on St George's day – *Resolved***
- **Cllr Pitcher proposed: Council to appoint Cllr Boldero if willing, to supervise flag-raising in accordance with the Policy – *Resolved***

Cllr Boldero recommended that a second person be appointed in case he was at work. Cllr Pitcher said that he would be happy to volunteer as deputy should Cllr Boldero not be available.

22.78 TO DISCUSS THE CAPACITY OF THE HOLLY MEADOWS SCHOOL BUILDING

Cllr Boldero stated that he was aware of the Parish Council's limited responsibilities in this area, but he was concerned that the needs of the school and the children were not being met because of the restrictions of the building. In particular issues with the front entrance and the toilets. The Clerk recommended that the Council should take direction from the Governors/ Head Teacher and advised that the School should set up a meeting with C.Cllr Daubney. Cllr de Whalley reported that the School had mentioned concerns to him and B.Cllr Manning.

- **Cllr Boldero proposed: Council to write to the school to advise that the Council would give what support it could to lobby for better accommodation - *Resolved***

22.79 GRIMSTON PC FACEBOOK PAGE – LAUNCH AND OPERATIONAL GUIDANCE

The Council noted that the launch of the FB page, agreed at the April Meeting had been delayed as a Jubilee event page had been established, Cllr Fraser had also decided to continue her posts, so it was thought best to wait until the Jubilee event was over. It was also important to clarify the purpose of the page and that instructions on the use of the page were made clear.

1. The purpose of the page is to publish formal notices, details of council-run events, and initiatives/schemes/grants by outside bodies which may benefit parishioners.
2. The Clerk would maintain and post to the page.
3. The page would be reviewed at the October Council meeting.
4. The page would be operated as per the pinned post, therefore queries on other Council matters will be referred to the Clerk/Council/Website, as necessary.

5. The posts would be shared on the main Community page by Cllr Shepherdly, (as the Clerk was not a member) or other admin designated by the Council
6. Councillors may share the posts on their own FB profiles, and other FB groups to which they belong (not the Grimston Community page to avoid repeated posts) Cllr Fraser in her engagement role could use links to relevant posts in her own posts as appropriate.
7. Councillors were asked to help with the traction of posts by “Liking” the posts on the page on where they appear on the community page.
8. Queries that Cllrs may have about posts or comments arising from such posts, should be directed by email to the Clerk or to Cllr Shepherdly.

Cllr Pitcher left the meeting

22.80 JUBILEE CLOCK TOWER – CONDITION AND REPAIR

The Council noted that a section of the Clock had been removed for repair. The reason for repair is that there had been movement in the bricks, not much but enough to warp the connection to one of the faces. The Council noted the Clerk’s advice that now the Jubilee events were concluded repairs to the Tower were prioritised.

22.81 CONFIRM THE DATE OF THE ANNUAL PROPERTY INSPECTION

The annual property inspection would take place on 16 July, meeting at Pott Row Green at 10.00am. Cllrs to confirm attendance to the Clerk.

22.82 CONFIRM DATE OF AUTUMN COMMUNITY LITTER PICK

The Council had agreed to arrange another litter pick. Cllr P Coleman suggested the Clerk look at early October. Clerk to confirm the date once the additional kit was booked.

22.83 COUNCILLORS REPORTS (INFORMATION ONLY)

Cllr P Coleman advised that the Tractor Rally would take place on Sunday 19 June.

Cllr S Coleman and Cllr Shepherdly both welcomed Cllr Shuardson-Hipkin to the Council.

22.84 DATE, TIME OF NEXT MEETING AND ITEMS FOR FUTURE AGENDA

The next meeting would take place on Monday 11 July at 7.30pm. Agenda Items would include the Defib for Pott Row and CIL grant applications.