

LINGWOOD & BURLINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting,

held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood,
on Tuesday 9th July 2024 at 7.30pm.

Present were – Chair David Robinson, Mike Ingram, Richard Morton, Roz Simpson and Clerk - Sonya Dickinson.

24/89. Welcome and Apologies for absence:

Apologies were received from Vice Chair (VC) Jenny Stafford, Councillors (Cllr) Ian Chapman, Cheryl Grace, Brenda Jones and Ian White.

24/90. Declarations of interest:

None.

24/91. Public Forum:

(15 minutes allocated for public participation with a maximum of 3 minutes each).

No public were in attendance.

District Councillor Jess Royal – Jess sent a report to the Council.

24/92. Minutes of the meeting 4th June 2024:

Were signed as a true record.

24/93. Any updates on matters from previous meetings:

D-Day 80 Celebration and Beacon lighting. This went very well and was well attended. What was organised worked very well. Some people from other villages had heard about it and came along which was lovely.

24/94. Correspondence:

Bus complaint – When the previous bus goes out of service to re-charge, the new bus is still not stopping at the Norwich Road stops to pick up on the way to the Kings Head stop but driving straight past to start its route at the Kings Head. It did for a while but hasn't for the past 3 weeks.

The Clerk will report it again.

Chair D. Robinson – When you get in touch with them, can you ask that when the bus is out of service and going back to recharge, it leaves the village via the proper bus route. They have been leaving via Blofield Road and caused traffic jams on the road when meeting one coming the other way. The road is not wide enough for them to pass easily. Another direct route would be to go out via the White House junction, if the bends in the road near Lingwood Hall aren't too sharp.

24/95. Standing orders and Administrative Matters:

- i) It was agreed to adopt Standing Orders as presented.
- ii) It was agreed to adopt Financial Regulations as presented.
- iii) The ICO Model Publication Scheme was agreed as presented.
- iv) The Risk assessment had Data Protection added to it and was agreed.

24/96. Community Payback Workforce:

Chair D. Robinson – I had a meeting on Monday with the Community Payback Workforce representative (CPW rep) and the Village Hall. The Village Hall had a large list of job suggestions and the CPW rep said what they can and cannot do. I asked if the footpath could be cleared from Norwich Road to the field and Station Road to Chapel Road.

They have 6-8 people working as a team with a supervisor. The only query was if the Village Hall had its own Public Liability insurance, which they have and are going to send to the CPW rep. The Clerk has already sent the Council's certificate. The Village Hall has agreed to be the base as toilets are needed for the work force.

An agreement will be drawn up and sent to the Council.

Clerk – Would they be able to refurb the noticeboards and repaint the youth shelter?
Chair D. Robinson – I will ask.

24/97. Buckenham Ancient Woodland Trust:

Cllr I. White was not in attendance.

24/98. Electric Vehicle Charging points (EV) – Car park resurfacing:

The parking surface and path has been done. The path is not in the originally agreed place but it makes sense where it is as it meets up with the tarmac carpark rather than taking up half a parking space and sloping too much to get to the brick weave path.

It would have been nice to have the concrete go to the edges of the MUGA so that it doesn't get overgrown with weeds.

The ducting has been put in, although Beighton Builders couldn't get in touch with the EV charging company, they checked with an electrician to make sure it was the correct ducting. Clerk to contact the EV charging company to let them know the pad is in place.

Chair D. Robinson – The charges for using it will be cheaper than commercial rates but enough for administrative costs.

24/99. Armed Forces Covenant pledge: Annual request to town and parish councils to show their commitment to their local armed forces community by signing the Armed Forces Covenant Pledge.

The Pledge was agreed as presented and signed.

24/100. Highways:

The old part of Postwick is now 20mph. It would be nice if we could get Dell Corner Lane and Burlingham Green a 20mph zone. There is a lot of 'rat running' on Dell Corner Lane at the moment due to the A47 road closures.

The A47 appeal has been overturned for the final time so the work on the A47 can finally begin. The road would probably have been opened in October this year if it wasn't for the appeals. It is unfortunate a lot of our routes out of the villages have been closed before they have even started, but they assured the Council that it is for health and safety reasons.

24/101. Finance:

a) Payments Received from:

i) Norfolk County Council Highways for verge cutting delegated function. £2,625.58

b) Payments Authorised: i) K. Monsey Cemetery Grass June £300 (Trf 10/7/24).

ii) HMRC – National insurance contributions & Tax June £39.39 & N.I. for July £19.93 (Chqs 2599, 2600).

iii) Clerk's expenses April/May/June. £201.02 (Chq 2601).

iv) Beighton Builders, EV charging point parking area £8,372.12 inc VAT. (Trf 10/7/24).

v) Internal Auditor Invoice – S. Hunt £125.00 (Trf 10/7/24)

c) Retrospective Payments made for authorisation:

i) Fancy Jacks - D-Day 80 commemorative flapjacks 80 for £150 and 48 for £86.80 (Trf 10/6/24).

d) To agree bank statements with bank reconciliation. They were Inspected and agreed.

Cash at Bank as at 1 st April 2024	£73,806.31
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Receipts April and May	£14,203.80
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Less Expenses April and May	<u>£11,284.98</u>
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Cash at bank as at 31 st May 2024	<u>£76,725.13</u>
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This is including the Cemetery accounts.

There being no further business the meeting closed at 20.15
Next meeting of the Parish Council is on 10th September 2024 at 7.30pm.