

LINGWOOD & BURLINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting,

**held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood,
on Tuesday 3rd December 2024 at 7.30pm.**

Present were – Chair David Robinson, Vice Chair (VC) Jenny Stafford, Councillors (Cllr) Cheryl Grace, Mike Ingram, Richard Morton, Roz Simpson, Ian White and Clerk - Sonya Dickinson.

24/145. Welcome and Apologies for absence:

Apologies were received from Councillor Brenda Jones and District Councillor Jess Royal.

24/146. Declarations of interest: None.

24/147. Public Forum:

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

We were joined by 2 members of the public.

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

Chair D. Robinson – Jess and I went to the A47 viewing and Jess was pressing them about the path/cycleway to join the new junction to the Windle. She also spoke to MP Jerome Mayhew about it. Jerome Mayhew said to me at the end, if this doesn't happen, let me know.

Public – Tim Gurr introduced himself as being interested in becoming a Councillor. He had come along to the meeting to take a look at what goes on.

Chair – We are very pleased to see you and can vote to co-opt you onto the Council in January if you are interested.

24/148. Minutes of the meeting 5th November 2024:

Were signed as a true record.

24/149. Any updates on matters from previous meetings:

Cllr M. Ingram – The Village Hall are having a meeting soon, what specific questions am I asking about the security cameras?

A motion sensor light so the camera works when it is dark. Do we need an extra camera or can the one that is there be positioned to catch the electric vehicle charging points?

24/150. Correspondence:

- a) Proposed telecommunications base station at: Cell Ref: CS30015000 VMO287569
Address: Land off Church Road, Hassingham, Norwich, Norfolk, NR13 4HQ NGR: 637106, 306304.

This is massive at 30m tall, it will dominate the skyline but we do need the technology.

Cllr I. White – Could they put it at Buckenham Woods? There is already a small one there which could be made larger. I will ask the Trustees what they think.

- b) E-mail from Lingwood Poor Land Trustees - Fuel Allotment charity, asking if the Parish Council Clerk can take on the Clerk duties for the charity.

Cllr M. Ingram – The poor land allotments weren't put on the Neighbourhood Plan, they are a mess.

I think they are ½ acre plots. They have no running water so if they were divided to smaller plots for people to come off the current allotment list, it would be reflected in the price.

Decision: It was resolved that the Clerk can take on the accounts work but not as secretary. We need to look at the previous minutes to see if there are any underlying problems.

- c) The Police Safer Neighbourhood Team will be holding a Team engagement morning at the Hug-a-mug on 20th December at 9.30 to 11am. They are sending new posters for the noticeboards. They encourage people to call 101 or contact the Safer Neighbourhood Team if there is anything to report instead of using a Police officer's work number as they won't get a response if the Officer is not on duty.

The Police also would like to know if any Community Groups would like them to drop in.

d) Phone call and e-mails from a resident who has a boundary with the Lingwood to Buckenham footpath.

The resident complained that the Community Payback Workforce ripped out a honeysuckle from his boundary when clearing the footpath. He had put his fence back from the boundary, leaving the old boundary hedge adjacent to the footpath.

Clerk – I went to have a look on Thursday, after the phone message, the supervisor said they didn't take anything out, just trimmed back the brambles and ivy. The resident had spoken to the supervisor and it seemed sorted. I telephoned the resident when I got home and he seemed fine but then e-mailed, asking for the Parish Council to replace the honeysuckle.

Chair D. Robinson – When I looked, before the work started, the boundary line was obscure and wasn't maintained as it was overgrowing the footpath. The Workforce were cutting back, rather than pulling out, so let us see what comes back in Spring.

Decision: It was resolved to review in Spring when everything grows again. The honeysuckle should grow back.

24/151. Buckenham Ancient Woodland Trust:

Cllr I. White – We are working towards getting grants for work that needs to be done in the immediate future. Some of the Reading Room money, depending on sale price, was pledged for the woodland.

We will know more in the Spring.

24/152. Community Payback workforce:

Chair – They did a good job clearing the footpath and also the work they did at the Village Hall. We have 2 more dates, Mon 9th December and Tues 10th December, but we are awaiting confirmation.

They will be edging the path on the Millennium Green.

Cllr C. Grace – Could you ask them to scatter what is taken up, around the edge and not it one place. If it is put grass side down it will mulch down.

Cllr R. Simpson – Thank you to Ian and David for clearing the piles of green waste from the Millennium Green that they left last time.

Chair – We had help from some Parishioners with their bins.

Cllr I. White – We also had the loan of trailers from a parishioner and Pages at Strumpshaw, which was a huge help.

24/153. Electric vehicle charging points:

Clerk – I met with Norfolk County Council and the Electric Vehicle Charging point supplier on Thursday, to check the ducting that we had put in under the surface and to see if the installation could go ahead. It will be at no cost to the Parish and Norfolk County Council will manage it until 2030. They will pay the Parish Council per Kwh used. I asked about low level lighting for the units so the Village Hall camera can pick up any vandalism in action.

Cllr I. White – Do the Village Hall cameras pick up that area or do we need an extra camera? The last one we contributed to was quite expensive at £400 for our share. A whole system is cheaper. Could they put a motion sensor security light up at the Village Hall so the camera can pick up anything when it is dark?

Clerk – They might be able to point it in that direction.

Cllr J. Stafford - Are we 100% happy? Did the Clerk find out the insurance cost?

Clerk – I will enquire tomorrow.

Decision: It was resolved to go ahead with the EVCP at the last meeting. It is still ok to go ahead as long as the insurance costs aren't too much.

Cllr C. Grace – People are parking on the new path from the charging points to the start of the village hall car park. The car park also has potholes, so it is not a good route for wheelchair users, once they leave the path enroute to the front entrance of the Village Hall.

Decision: Cllr M. Ingram will ask at the next Village Hall meeting about a motion sensor security light, the camera being pointed towards the Electric vehicle charging points, if anything can be done about the car park potholes and to stop people parking on the new path.

24/154. Millennium Green:

Eibe will be installing the new zip wires on Friday.

24/155. Pond:

To consider putting paving slabs in front of the bench at the South end of the pond.

Clerk – I have asked Beighton Builders to quote. I have also asked them to quote to re-instate the slabs or provide new ones, for the top of the brick meter box near the MUGA.

24/156. Reading Room:

Trustees are moving forward with the sale at auction on Wednesday 11th December.

24/157. Allotments:

Cllr C. Grace – Is there a procedure to encourage people to vacate their allotment if they are not keeping it up? There are people on the waiting list wanting allotments.

Clerk – We send letters or e-mails. The people on the waiting list are mostly from 2023 onwards, apart from a couple of people from 2020-21, that have been offered plots but didn't come back accepting the offer in time or wanted to wait for a full-sized allotment. I couldn't rent them all out at one point, then during Covid it went crazy for people wanting allotments.

Cllr C. Grace – I went to look and 2 allotments looked abandoned. Can I do anything to help them? If they need help, the Gardening Group will help.

Clerk – There were 2 that exchanged to new tenants in October, so they might be the 2 that are still working to tidy them up.

Cllr C. Grace – If you send me the gate codes, I can look and see which ones need to be tidied up.

Clerk – I will send the codes and map.

24/158. Defibrillators:

Clerk – I asked the Blakemore Group whether they maintained the defibrillator on the wall at the Spar that the Brundall First Responders put there years ago. (with a grant from the Parish Council). They haven't come back to me. In the meantime, the warden at Homelea got in touch with me to say that Heartstart came to check on their defibrillator and she was horrified to find out that the Homelea defibrillator wasn't registered with the emergency services, neither were the ones at the Spar or Village Hall. They got the Homelea one serviced and registered, and it was used within a week.

I spoke to the lady at Heartstart and she gave me a code to check inside the box so I could take pictures to send her. I couldn't get in the box. I took pictures of the outside and the lady is coming out to see if she can get into it.

The box is rusty and old, we might need to get a new cabinet as well as a new defibrillator. The one at North Burlingham is small and neat, so the newly decorated Spar wall will need to be painted if we put a smaller one on.

The lady at Heartstart is also talking to her contact at Network Rail to see if they can re-visit putting one at the Railway Station.

24/159. Highways:

The bus stop on Chapel Road has been moved but the timetable board still needs to be moved. Main Road, North Burlingham – Cars are cutting through and speeding, there are still some beet lorries going along this road.

The new post promised by Highways has still not been put at South Burlingham. The lines were put there quite quickly.

Road name plates – The South Burlingham Road name plate could do with a revamp.

24/160. Finance:

a) Payments requested:

i) HMRC – National insurance contributions November £39.35 (Chq 2609).

ii) ICO Data protection £35 D/D.

iii) FAI Electrical Services, removing and making safe the vandalised electrical box at the MUGA £45 (Trf 4/12/24).

iv) The Play inspection Co. £187.80 (Trf 4/12/24).

v) EPC Energy Surveys Ltd. Energy rating on the Reading Room. £192, to be repaid from the Reading Room account. (Trf 4/12/24).

vi) The Garden Guardian, verges 2024, including the Allotment site. £3385.20 (Trf 4/12/24).

b) Retrospective payments:

i) Auction House East Anglia, invoice for auction fees £540, to be repaid by the Reading Room Account. (Trf 20/11/24).

ii) Wave/Anglian Water, Allotment water £49.45. (Trf 28/11/24). iii) British Gas MUGA electricity. £78.64 (Trf 28/11/24).

c) 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 to end of November	£49,550.16
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Less Expenses April to end of November	<u>(£39,901.33)</u>
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Cash at bank as at 30 th November 2024	<u>£83,455.14</u>
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This is including the Cemetery accounts.

d) Budget and setting of precept for 2025-26.

The budget was looked at and if we keep the current precept we will have £3,263 less than our spend. If we don't put £2,000 into the reserve this year for refurbishing the play equipment, we will still be £1,263 short. As times have been tough, last year we had a 0% increase and the previous year a 0.43% decrease. Even though times are still tough we will need to increase the precept as costs have increased and we are now eating into our reserve that has been built up to replace park equipment, most of which is now 14 years old. It is worked out on Band D properties, last year the precept was £31.87 p.a. per Band D property. Next year, we will have 897 Band D properties.

Decision: It was resolved to put the precept up by 5%, to £30,016 p.a., which equates to a £33.46 p.a., per Band D property, which is an increase of £1.59 p.a.

There being no further business the meeting closed at 21.08
Next meeting of the Parish Council is on 7th January 2025 at 7.30pm.