

## DEOPHAM & HACKFORD PARISH COUNCIL

[www.deophamandhackfordpc.info](http://www.deophamandhackfordpc.info)

### Minutes of the Parish Council meeting on Wednesday 27<sup>th</sup> July 2022, 7.30pm at Gralix Hall

#### Cllrs present:

Jacky Phoenix – Chair (JP), Chris Biggs (CB) – Vice Chair, Catherine Grand (CG), Chris Coath (CC), Chris Chorley (CCh),

#### Absent:

Martin Skidmore (MS), Cllr Margaret Dewsbury (MD), Cllr Yvonne Bendle (YB)

#### Others present:

Jordana Wheeler (Clerk). There were no members of the public present.

1. To receive and accept apologies for absence
  - 1.1. Apologies were received and accepted from MS.
2. To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
  - 2.1. There were no declarations of interest.
3. To approve and sign the minutes of the Parish Council meeting on 1<sup>st</sup> June 2022
  - 3.1. The minutes of the meeting held on 1<sup>st</sup> June 2022 were received and read by Councillors prior to the meeting. The Council **RESOLVED** to approve the minutes.
4. To report on progress of matters arising from previous meetings and review the action log
  - 4.1. The Clerk confirmed the laptop is covered by the insurance when being transported to/from meetings.
  - 4.2. The dirty road signs around the parish have been assessed by the Highways team and will be cleaned. This could take up to 6 weeks.
  - 4.3. Details of the Community Action Fund grant and an update on the play area project have been published on the Council website and facebook.
  - 4.4. JP has a contact who she will speak to regarding repairs to the wooden surround of the village sign.
  - 4.5. A resident is interested in improving the village phone box. The first task will be to empty the phone box of its current contents which have got damp and moldy. The Clerk will seek ideas from residents for the future use of the phone box.
  - 4.6. The Council thanked the residents who have planted and are looking after the flowers around the base of the village sign, noting they look very nice.
  - 4.7. The complaint around the location of the new dog bin on Low Road has not yet been resolved. It has been suggested the bin is repainted green to camouflage it. The resident remains unhappy, JP will contact the resident by phone to discuss their complaint further.

Draft minutes until approved at the Parish Council meeting on Wednesday 7<sup>th</sup> September 2022  
Chairman Signature: \_\_\_\_\_ Date: \_\_\_\_\_

4.8. The Clerk has spoken directly to National Highways about the current speeding issues in the parish due to the roadworks on the A11. National Highways do not deem the parish to be close enough to the A11 to consider it directly impacted by the roadworks and therefore will not provide any additional signage or mitigations to reduce speeding. JP has emailed the highways team at Norfolk County Council about the issue but to date received no response.

5. Finance - To receive the bank reconciliation for June 2022 and approve the following payments:

The Council queried the maintenance costs of the war memorial. The Clerk confirmed Great Ellingham Parish Council provide details of the costs each year and the donation covers approximately half the cost. The Council reviewed the bank reconciliation, there were no further queries. The Council **RESOLVED** to approve the payments.

	Description	Cheque Number	Amount
5.1	Norfolk Playing Fields Association – Membership 2022-23	100644	£20.00
5.2	Huws Gray Limited – Village Maintenance	100645	£11.60
5.3	Great Ellingham Parish Council – Donation towards war memorial maintenance 2022-23	100646	£30.00
5.4	Jacqueline Phoenix – Reimbursement for maintenance	100647	£14.00
5.5	Jordana Wheeler – Salary & Expenses (June 2022)	100648	£307.94
5.6	Playsafety Ltd – Annual Play equipment inspection 2022	100649	£84.00

6. To consider a response to the following planning applications;
- 6.1. Application 2022/1031 – Revised conversion scheme of agricultural building to single dwelling, erection of new cartlodge and change of use of agricultural land to domestic curtilage, Agricultural Building North of High Elm Farm, Pye Lane, Deopham  
The Council considered application 2022/1031 and **RESOLVED** they had no comments or objections.
7. To consider the annual play area inspection and any recommendations
- 7.1. The Clerk summarised the report, the overall risk rating of the play area is medium. Key points were some protruding nails on the gate posts, the ball game requires cleaning, there is some rust on the swings and some areas of uneven ground around the swings and football goals.  
ACTION – JP will repair the nails on the gate posts. As the play equipment will be removed and replaced the remaining issues will be monitored in the interim.
8. To receive an update on matters in relation to the replacement play equipment and new car park, and agree any actions
- 8.1. The Council was awarded and has now received the £15,000 Community Action Fund grant for the new play equipment. Further details have been sent to the supplier, once specifications have been agreed the order will be placed and deposit paid.

Draft minutes until approved at the Parish Council meeting on Wednesday 7<sup>th</sup> September 2022  
Chairman Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- 8.2. It was agreed that any soil extracted during installation will be stored on the right hand side of the field and used at a later date for other elements of the new play area.
- 8.3. The Council will need to mark out the exact area for installation as the equipment will be installed in stages.
9. To discuss concerns about increased traffic and speeding in the parish
- 9.1. CC has been researching reducing speed limits in villages, noting from a policy document that 'it is government policy that 30mph should be the norm in villages'.
- 9.2. The Clerk shared details of the Road Safety Community Fund which offers funding via Norfolk County Council for measures to improve road safety. South Norfolk will be the next area of the County for projects to be considered for funding.  
**ACTION** – Clerk to invite Highways Engineer to speak to the Council about possible options to improve road safety.
- 9.3. Purchasing a SAM2 speed sign was discussed but these are not permitted to be used in 40mph speed limits.
- 9.4. Local residents have discussed on social media setting up a Community Speed Watch scheme. This requires volunteers to run the scheme, as well as support from the Parish Council. It is understood that there has been no further progress on this suggestion.
10. To consider making an application to the Norfolk County Council Parish Partnership Scheme
- 10.1. After considering the criteria of the scheme the Council felt there were no projects appropriate to apply for the grant. A SAM2 speed sign is not a possibility as they cannot be used on 40mph roads.
11. Correspondance
- 11.1. Norfolk County Council – Jubilee Trees for Norfolk
- 11.1.1. Details are on the Council website. The Council felt a pack of hedging plants could be planted along the front of the playing field and requested further information on costs.
- 11.2. Temporary Traffic Order – closure of The Green, Deopham, 27-29<sup>th</sup> July
- 11.2.1. Details have been shared on facebook, the closure may result in residents needing to take a diversion during this time.
- 11.3. To discuss a request to use the playing field for a gathering
- 11.3.1. The Clerk will discuss insurance with the insurance company.
12. Opportunity for public participation
- 12.1. There were no members of the public present.
13. To confirm the date of the next meeting
- 13.1. The next Council meeting will take place at Gralix Hall on Wednesday 7<sup>th</sup> September 2022, 7.30pm. The press and public are welcome to attend. Please note there is no meeting in August.

The public meeting closed at 8.30pm.