

DEOPHAM & HACKFORD PARISH COUNCILwww.deophamandhackfordpc.info**Draft Minutes of the Parish Council meeting on Wednesday 5th
October 2022, 7.30pm at Gralix Hall****Cllrs present:**

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

Absent:

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

Others present:

Jordana Wheeler (Clerk), There was 1 member of the public present.

HM Queen Elizabeth II.

Prior to commencement of the meeting a one minute silence was observed to pay respects to H M Queen Elizabeth II following her death on 8th September 2022

1. To receive and accept apologies for absence
 - 1.1. Apologies were received and accepted from MS and CG.
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.

JP allowed an additional public participation item to allow a resident to speak at the beginning of the meeting.

2.2 A resident had received a summons letter from SNC regarding non-payment of Council Tax. Following a phone call to the Council this was rescinded. The resident felt the district council have behaved appallingly and that he felt harassed by their actions. They noted they had not received an apology to date but had spoken to their District Councillor.

3. To approve and sign the minutes of the Parish Council meeting on 7th September 2022
 - 3.1. The minutes of the meeting held on 7th September 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 horse warning signs have been installed in 3 locations on the approach into Deopham.
 - 4.2. The first stage of installation of the new play equipment is scheduled for January 2023.
 - 4.3. The bank forms to update the bank signatories have still not been received despite the Clerk requesting them on 3 occasions. This will be chased again.

Draft minutes until approved at the Parish Council meeting on Wednesday 2nd November 2022
Chairman Signature: _____ Date: _____

4.4. The village sign has been removed, repaired with a new wooden surround and been reinstalled. The previous sign had an engraving of 'Deopham'. A resident is going to arrange a new plaque with the village name to be made. There is no cost expected for the plaque.

4.5. Traffic is continuing to get worse. Local roadworks due to the installation of water pipes in a neighbouring parish are also exacerbating the problem.

ACTION – Clerk to chase the Highways Engineer again to meet with the Council to discuss the traffic concerns.

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

The Council considered the bank reconciliation and payments, there were no queries. The Council **RESOLVED** to approve the payments.

	Description	Cheque Number	Amount
5.1	Norfolk Citizens Advice – Donation	100653	£50.00
5.2	Repairs to village sign – P.G. Howes	100654	£350.00
5.3	Repairs to village sign – P.J.Phoenix	100655	£88.50
5.4	Gralix Hall – Hire of hall for meetings (May-July 2022)	100656	£99.00
5.5	Jordana Wheeler – Salary & Expenses (September 2022)	100657	£93.09
5.6	HMRC – PAYE Qtr 1 & 2 2022-23	100658	£44.01

6. To consider options for changing the Council's bank

6.1. The Clerk summarised the current bank fees being paid, including predicted fees for the remaining year. Comparisons of potential bank fees were reviewed for the new bank accounts under consideration. Fees were not included in this year's budget as they were introduced after the budget had been set. Fees can be included as part of next year's budget. JP summarised the pros and cons of each of the 3 bank accounts under consideration. The Council were keen to have an account without monthly fees and a local branch of the bank. The Council **RESOLVED** to open a Community Account with Natwest.

7. To consider future payments for the hire of Gralix Hall

7.1. The Council reviewed the additional information provided by the Gralix Hall committee regarding the Hall's status and connections to the church. Additional advice from Norfolk Parish Training & Support was also considered. The building is owned by the parochial church council but not run by them. No funds or profits from the running of the hall go to the church. The Hall is run by volunteers. The Council **RESOLVED** to pay the standard hire charges for 2023-24 (rather than the voluntary higher fee) and consider an optional additional annual donation to Gralix Hall. Options for a donation will be considered with the draft budget.

ACTION – Clerk to clarify hall hire fees for 2023-24 and clarify with the committee the Council's position regarding hire fees and a donation.

8. To consider options for the future use of the phone box
 - 8.1. Ideas for use of the phone box had been sought via social media and The Net newsletter. Suggestions had been received via email and social media. Ideas suggested were a free library, a food bank, a defibrillator and using the space to grow community vegetables.
 - 8.2. Councillors noted how expensive defibrillators were (£2000-£3000) and queried how funds would be raised for this. It was questioned whether the location was too far from the playing field where a defibrillator may be needed. The Clerk noted it was half way between the playing field and the Gralix Hall/church which were the 2 main locations of community activity in the parish.
 - 8.3. The option of a food bank was discussed. Following previous experience of the phone box being used as a food bank during the pandemic it was questioned whether this would require specific opening hours and for this to be manned by volunteers to work effectively.
ACTION – Clerk to summarise suggestions, the pros and cons and possible costs and put out a request for volunteers to help take any agreed use forward.
9. To ratify a response to the following planning applications;
 - 9.1. Application 2022/1660 – Remove and replace the existing front entrance door and frame, Moon Cottage, The Green, Deopham (Listed building consent)
 The Council considered application 2022/1660 and **RESOLVED** they had no objections.
10. To consider a response to the following planning applications;
 - 10.1. Application 2022/1673 – Conversion of existing stables and extension to form proposed annex, Land adjoining 10 Hackford Road, Hardingham
 The Clerk noted the property is situated across the boundary of Hardingham and Hackford so is being consider by both Breckland District Council and South Norfolk Council. The Council **RESOLVED** they had no objections to application 2022/1673.
 - 10.2. Application 2022/1684 & 1685 – Conversion and extension of out buildings to form new dwelling with associated works, including demolition of buildings and provision of access and landscaping. Outbuildings at Hill Farm, Morley Road, Deopham
 The Council requested that the application ensured drainage was appropriately address as the site has experienced a flood previously. The Council also requested there was no or minimal external lighting so as to preserve the dark skies of the countryside. The Council **RESOLVED** to submit comments on application 2022/1684 & 1685.
 - 10.3. Application 2022/1766 – Change of use of one existing agricultural building and the land within its curtilage into a (B8) storage use building. High Elm Farm, Pye Lane, Deopham
 The Council **RESOLVED** they had no objections to application 2022/1766.
11. Correspondence
 - 11.1. Temporary Traffic Order – Closure of Deopham Road, Morley, 10-12th Oct.
 Information is on the Council website and may impact local residents.
 - 11.2. Norfolk Against Scams Day – The Forum Norwich Saturday 15th October.
 Information is available on the Council website.
 - 11.3. Norfolk Minerals and Waste Local Plan: Pre-Submission Invitation to make representations. The Waste Plan has to be revised every 3 years. Information is available to comment on via the Council website.

12. Opportunity for public participation

- 12.1. JP noted that a Beetle Drive has been organised for 22nd October to help raise funds for the play park project. Other events include Bingo raising funds for the church security system. Posters are available in Gralix Hall, noticeboards and social media.
- 12.2. Residents have reported via a Councillor of timber being dumped on land off Park Lane and regular noise from chainsaws. If the issue continues the Clerk can advise who to report concerns to.
- 12.3. CC requested the concerns about traffic problems in the parish are chased again as they are not improving.

13. To confirm the date of the next meeting

- 13.1. The next Council meeting will take place at Gralix Hall on Wednesday 2nd November 2022, 7.30pm. The press and public are welcome to attend.

The public meeting closed at 9.00pm.