

MINUTES OF DRAYTON PARISH COUNCIL MEETING

held on Thursday 3rd September 2020

This meeting was being held virtually under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 and members of the public can join the meeting online via ZOOM.

Present: Councillors J Anderson, C Binns, C Brown, A Crotch, G Everett (chair), N Quinsey.
Clerk: Mrs Sarah Hunt.

64. Apologies were **RECEIVED** and **ACCEPTED** from Cllrs K Morgan and K Wilson – alternative engagement.

65. Declarations of Interest - None.

66. The minutes of Full Council Meeting held on Thursday 6th August 2020 were **AGREED** as a true and correct record and will be signed by the Chair in due course.

67. The meeting noted an increased traffic police presence on both Carter Road and Longdale in response to complaints.

68. To receive any reports:

68.1 District Councillor A Crotch, Drayton North informed the meeting that Highways have no issue with the Walsingham Drive planning application. That he attended with the Police at Longdale speed checking traffic and that the perception is often that cars are travelling faster than they are. Cllr Crotch agreed to investigate the possibility of a 20mph speed limit adjacent to the Play Area.

68.2 District Councillor R Foulger, Drayton South continues to pursue a SNAP meeting with local Police Officers. Amended plans have been submitted for 46 Taverham Road reducing the build from two to one property. Cllr Foulger expressed that he is pleased to see local policing engaging more within the Parish.

69 The Clerk reported on progress on items from previous meetings. All items were **NOTED** by the meeting.

69.1 Opening of Bank accounts: Outstanding – awaiting return of permanent clerk.

69.2 Village Sign – work still outstanding, order placed.

69.3 V.J. Memorial Service took place. Article placed in Just Drayton magazine. Event was live streamed on Parish Council facebook page. This was well attended, the Council's thanks were extended to ex RAF Warrant Officer Mr Ken Owen, Finance Assistant at Drayton Parish Council who laid the wreath on behalf of the Parish Council.

69.4 Longdale fence replacement project is scheduled to commence w/c 7th September. Householders notified, posters up to warn recreation ground users and dog walkers.

69.5 Land Registration – ongoing – Locum Clerk.

69.6 Storage of Parish Council minutes. Response received from Closed. To be actioned – Locum Clerk.

70 Norwich Western Link.

As the Parish Council representative on the NDR Cllr Everett is attending the information events.

Currently this is not impacting on Drayton, however further consultations will be undertaken in due course. Mid 2021 further consultation, late 2021 planning submitted, structural work late 2023 and it is scheduled to be completed late 2025.

71 Finance and Governance.

71.1 The bank reconciliation was **RECEIVED** and **APPROVED**, to be signed by the Chair in due course.

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- 71.2 The list of payments and receipts was **RECEIVED** and **APPROVED**. The Clerk was asked to investigate the electricity charges at KGV (£42.00) and Longdale (£106.00) as there is a large disparity. **NEXT MEETING**. It was **CONFIRMED** for the minutes from the authorised signatories that the payment verification process has been undertaken in accordance with Financial Regulations 6.5.
- 71.3 **CONFIRMED** that the Council has received the £10,000 Small Business Rate Relief Grant through Broadland District Council.
- 71.4 Internal Audit arrangements were **REVIEWED**. It was **RESOLVED** to terminating contract with Auditing Solutions Limited. It was **RESOLVED** to delegate to Governance Committee authority to appoint replacement. To be reported to Full Council at next meeting.
- 71.5 **NOTED** that the boiler system at the King George V Centre did not pass the Annual Safety Inspection. Council **CONFIRMED** and **AGREED** the Office decision to order the necessary plumbing works to rectify the situation under Health and Safety. Order Value £2,400.76.
- 71.6 It was **RESOLVED** to return to Community Action Norfolk of the unspent portion of the grant money claimed for the local volunteer group of £353.76.
- 71.7 Noted that the Clerk has applied for the £2,500 local discretionary grant available from Broadland District Council.

72 Staffing Matters.

- 72.1 It was noted the Locum Clerk will be undertaking additional employment elsewhere during the month of September and leaving at the end of the month. Hours at Drayton Parish Council will be unaffected by any additional work commitments. The Locum Clerk was thanked for her work during her time at Drayton.

73 Bicycle Use in Drayton.

- 73.1 Erection of Bicycle racks in the centre of the village. Next meeting.
- 73.2 Correspondence **RECEIVED** from Grahame Bygrave: Berryl Bikes team aware of Drayton Parish Council's interest in hosting bicycle distribution rack; Relevant Cycling Strategy team notified that Drayton would like to be linked into Norwich through cycleways; that Drayton wish to be considered as part of any future bidding rounds for cycleway provision.

74 Planning.

- 74.1 Application Number: 20201325 – 46 Taverham Road, Drayton, NR8 6RY. Demolition of bungalow and garage and erection of two storey dwelling. No objection or comment to be sent.
- 74.2 The meeting considered a response to the Central Government Planning White Paper; <https://www.gov.uk/government/consultations/planning-for-the-future>
It was **AGREED** that Cllrs Crotch and Everett would draft a response to be presented to the Council at the October meeting for agreement and submission before the deadline of 29th October.

75 Correspondence.

Broadland District Council	Licensing Policy Review. To take place 3/8/20 to 21/9/20. www.broadland.gov.uk/licensingpolicyreview	Noted.
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76 Administrative Matters.

- 76.1 Whole Council and staff training evening Tuesday 8th September at 7pm. Noted.
- 76.2 Noted change of dates for Environment and Highways and Governance Committee meetings in September.
- 76.3 Noted that the new Draytonpc.info website is now being returned in the first spot on any google search for Drayton Parish Council.
- 76.4 Facebook: Noted in the 28 days to 27th August 2723 people reached, 598 post engagements, 16 new page likes.
- 76.5 **RESOLVED** to approve an additional fertiliser application on all pitches as quotation previously circulated for the sum of £880.00 plus VAT.

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77 Green Lanes.

It was reported to the meeting that a site visit had taken place by the Chairman, Cllr Everett, and also the Chair of Environment and Highways, Cllr Morgan. The works have been brought in under budget, and a management plan is being drawn up at a cost of £500.00 to inform the Council's next projects within this area. It is anticipated that funding will be available for future works.

78 Exchange of Information.

The new Country Park between Horsford and Felthorpe is not located at Drayton Drewary, but is a separate area.

Village Hall opened last Tuesday.

Thorpe Marriott village hall opened last Monday.

79 Matters for next Agenda; To report on the Electricity charges at KGV and Longdale; Green Lanes/next works and receipt of management plan; Environment and Highways committee to consider the additional provision for cycling within Drayton and help to inform the Councils consideration moving forwards; The provision of a memorial tree/bench – Cllr J Anderson.

The meeting closed at 8.24pm

Forthcoming meetings

Governance Committee Thursday 10th September 2020 at 7pm.

Environment and Highways Committee Thursday 17th September 2020 at 7pm.

Open Spaces Committee Wednesday 23rd September 2020 at 7pm.

Staffing Committee Tuesday 29th September 2020 at 7pm.

Full Council Thursday 1st October 2020 at 7pm.