

# MINUTES OF DRAYTON PARISH COUNCIL MEETING

held on Thursday 3<sup>rd</sup> December 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 Brown, A Crotch, G Everett (Chairman), N Quinsey, K Morgan, A Taylor, K Thompson

Clerk: Jonathan Hall

Finance Assistant: Ken Owen

## **In attendance:**

District Councillor (Drayton South): R Foulger

County Councillor (Drayton, Horsford & Felthorpe): Tony Adams

2 Members of the Public

## **112. Apologies**

Apologies received and accepted from Cllr Wilson.

## **113. Declarations of Interest & requests for Dispensations**

Cllr Anderson declared a personal interest regarding agenda item 11.5.

## **114. Minutes**

The minutes of Full Council Meeting held on Thursday 5<sup>th</sup> November 2020 were **AGREED** as a true and correct record and will be signed by the Chair in due course.

## **115. Residents questions and comments**

None

## **116. To receive any reports:**

116.1 County Councillor T Adams (Drayton, Horsford & Felthorpe) advised

- that there was no further progress regarding the wall due to be demolished along School Road opposite Lloyds Pharmacy.
- He had also been speaking to a resident concerning tree roots from a Highway verge encroaching on to their property.

116.2 District Councillor A Crotch, Drayton North advised that:

- The District Council had endorsed a statement regarding equality.
- The District has committed to planting one tree for every resident on an ongoing basis that will be rolled out over the next few years.
- Electric charging points are being considered on District Council's property and that single use plastic has been banned.
- Planning officers had no objections to applications 20202123 and 20202048.
- He had attended a Zoom meeting with Superintendent Chris Harvey. This was the first time this had happened and could lead to more virtual meetings with officers.

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- 116.3 District Councillor R Foulger, Drayton South advised that he had
- Been advised that the planning application for 19 Low Road had been refused following concerns raised.
  - Planning application 20202191 A response was awaited from the planning officer.
  - A telephone conversation had taken place with the Beat Manager PC Alex Wright. No issues had occurred during Halloween and Bonfire Night. It is possible that SNAP meetings may recommence in the New Year via the Microsoft Teams platform.
- 116.4 Police report. A report had been circulated prior to the meeting. It was noted that there had been a number of thefts from vehicles.
- The virtual meeting on 15<sup>th</sup> December 2020 with the Chief Constable and Police & Crime Commissioner was discussed. No comments had been received via Facebook from residents. Cllrs Crotch and Taylor will endeavour to attend.

### 117. Clerk's Report

The Clerk reported on progress of various matters. All items were **NOTED** by the meeting. No decisions or debate took place during this item.

- 117.1 Opening of Bank accounts: See separate item.
- 117.2 Land Registration – ongoing. Delays at Land Register office
- 117.3 Storage of Parish Council minutes. Sarah Hunt has actioned.
- 117.4 Internal Audit Arrangements – Trevor Brown will present report to Governance on 10 Dec 2020.
- 117.5 Operation London Bridge – Book of Condolences can not be located, replacement to be purchased.
- 117.6 Fallen trees on the woodland path network around Thorpe Marriott have been dealt with by Broadland District Council.
- 117.7 Chris Binns has resigned as a Parish Councillor. All members were reminded to ensure his email address has been removed from their group emails. A letter of thanks was requested to be sent to Chris Binns from the Council. It was noted that when Victor Ray Mortlock resigned from the Council, it was overlooked in sending him a letter of thanks. It was requested that a letter was sent to him belatedly expressing the Council's thanks and best wishes.
- 117.8 Planning application 20191881 Drayton Drewary: Change of Use of Woodland for Use as Organised Paintballing Site & Erection of Ancillary Structures. Permission refused by Broadland District Council.
- 117.9 TT Jones Ltd have installed Christmas lights in the Florence Carter Memorial Park. The switch on took place on 1st December. Lights will come on at dusk and will automatically switch off at 10.30pm each day. The Chairman thanked all those involved in the switch on and it was hoped that pictures would be forwarded to the Clerk for inclusion in a future edition of Just Drayton & Taverham.
- 117.10 Facebook data for month: People reached 2.8k Engagements: 351 Likes 9.

### 118. Planning

- 118.1 20202048 – 9 The Shires. Single storey rear extension.
- 118.2 20202123 – 2 St Margaret's Close. First floor rear extension.
- 118.3 20202191 – Drayton Old Lodge 146 Drayton High Road. Variation of condition 2 of planning permission (20180236) - incorporating changes to site layout and inclusion of garage/bat loft to plot F.
- RESOLVED:** No objections to the above applications.

### 119. Finance and Governance.

- 119.1 The bank reconciliation up to 23<sup>rd</sup> November 2020 was received and **APPROVED**, to be signed by the Chairman in due course.
- 119.2 The list of payments (voucher numbers 334-370) and receipts (voucher numbers 26 to 33) was received and **APPROVED**. It was confirmed from the authorised signatories that the payment verification process has been undertaken in accordance with Financial Regulations 6.5.

- 119.3 Opening new bank accounts. Since resolving to open new accounts in the summer, two institutions had since withdrawn their accounts. It was agreed to defer the item to the next meeting. The account for the Cambridgeshire Building Society was in the process of being opened.
- 119.4 New Signatory for Unity Trust Bank Accounts. **RESOLVED** to appoint Cllr Quinsey to replace Chris Binns.
- 119.5 Grant Request for Drayton Drewary. After much debate it was **RESOLVED** to decline the application as clause 10 of the policy did not allow for retrospective requests, however it was further **RESOLVED** to pay the £301 for the insurance premium under clause 17 of the policy which stated requests could be met at anytime if the Council feels this is for the benefit of the parish.

#### **120. Correspondence**

None

#### **121. General Matters**

- 121.1 Path at rear of Florence Carter Memorial Park. It was agreed to take no action until information had been obtained regarding the ownership of the path.
- 121.2 Vacancy on Environment & Highways committee. **RESOLVED** to appoint Cllr Taylor to the vacancy following the resignation of Chris Binns.

#### **122. Open Spaces & Property**

- 122.1 The minutes of the committee meeting held 12th November 2020 were received and noted.
- 122.2 The minutes of the committee meeting held 9<sup>th</sup> July 2020 were ratified.
- 122.3 Picnic Benches and Tables. **RESOLVED** to approve expenditure of four picnic style tables to include delivery, installation and ground preparation not to exceed £7410.50
- 122.4 Repair to new fence at Longdale. **RESOLVED** to write to the resident to advise that after careful reconsideration the hedgehog highway hole would be reinstated by the Parish Council in due course.
- 122.5 CCTV upgrade at Longdale. It was agreed after much discussion to defer this matter to the next OSP meeting due on 28<sup>th</sup> January 2021.

**The meeting agreed to suspend standing order 3 (x) to enable completion of the agenda.**

- 122.6 Quotes for replacement netting at IC Travel Ltd 3G arena. More quotes were still awaited. Item deferred.

#### **123. Environment & Highways**

- 123.1 The minutes of the committee meeting held 26th November 2020 were received and noted.

#### **124. Exchange of Information / Matter for next agenda**

- 124.1 Consideration for new membership of working groups.

#### **125. Next Meeting**

Date of next Full Parish Council meeting confirmed as Thursday 7<sup>th</sup> January 2021 at 7pm.

#### **126. Staffing**

The minutes of the committee meeting held 1<sup>st</sup> December 2020 had yet to be received.

**Meeting ended at 9.29pm with the Chairman wishing everyone a Merry Christmas and a Happy New Year.**

**These Draft minutes are due to be approved by the Parish Council on 7<sup>th</sup> January 2021.**

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