

**MINUTES OF THE GRESSENHALL PARISH COUNCIL MEETING HELD ON TUESDAY 6<sup>TH</sup> JUNE 2023**  
**AT 7:00PM IN THE READING ROOM**

10721 Present: Councillor Beazley Councillor Day  
Councillor Reader Councillor Radford  
Councillor Melton Councillor Keidan  
District Councillor Duffield District Councillor Atterwill  
County Councillor Kiddle-Morris

10 members of the public

10722 To receive and accept apologies of absence: Councillor Crisp.

10723 Declarations of interest – All councillors (except Councillor Radford) declared an interest in The Swan Public House, Councillor Reader declared an interest in matters relating to the play area, Councillor Melton in relation to the Affordable Housing Scheme.

10724 To approve and sign minutes of the meeting held 10<sup>th</sup> May – The minutes of the meeting held on Wednesday 10<sup>th</sup> May 2023 were confirmed as a correct record. The minutes were signed by the Chairman.

10725 Progress on items not on the agenda from previous meetings – The Chairman thanked the Fete Committee for all their hard working in organising yet another successful fete. The weather was perfect with many in attendance.

A discussion took place regarding the surplus coronation mugs. It was agreed to advertise in the News and Views that mugs were available for £5 each. Anyone wishing to purchase one to contact the clerk. It was also agreed to see if the shop would be happy to sell some.

Councillor Keidan requested the Doctors surgery returns to the agenda from next month. She is now a member of the Patient Participation Group and has agreed to meet the practice manager on 19<sup>th</sup> June. Councillor Keidan requested to again request resident comments, positive and negative, to be sent to her.

The meeting was opened to the public at 7:07pm.

10726 A resident report that a hole in the road was appearing at the junction of Bittering Street (opposite NGF Play Ltd). Clerk to report.

10727 A resident asked if it was possible for new ‘Restricted Byway’ signs be placed each end of The Drift as one was broken and the other missing. Councillor Kiddle-Morris said he would arrange this.

10728 A resident reported receiving an excellent service from the Community Car Scheme but pointed out that the telephone number was incorrect on the parish website. Clerk to amend.

10729 A resident asked if the Highways comments for the affordable housing scheme would be discussed later in the meeting, which the Chairman agreed. The resident questioned the relevance of the housing needs survey which was completed in 2018 and that the recommendation was for 8 dwellings and not 10. The Chairman agreed that any survey is only relevant the day in which it was completed although he was certain that every rural village has an increasing need for affordable housing. Market rents have increased dramatically over the past 5 years. The resident also questioned the local connection criteria which differed from the original criteria. The chairman explained that the criteria had not been confirmed as yet but was confident that all dwellings will be offered to people with a connection to Gressenhall either by way of birth, family or work in the village.

10730 A resident informed the meeting that the verges in the village had been cut really well.

That being all the meeting resumed at 7:20pm.

**Matters Arising from the Minutes**

10731 Reporting of Highway Matters – Pot holes on Bilney Road and the road surface at Gressenhall Road/Litcham

Road have been repaired although pot holes on Longham Lane had not been repaired. Councillor Kiddle-Morris will chase this up. A pot hole was reported outside Chilterns End. Clerk to report.

- 10732 Update on Affordable Housing Scheme – The Chairman was frustrated with the Highway’s objection as no issues were raised during the informal consultation. Objections were raised regarding the specification of the footpath which was intended to be stone and not woodchip as stated. This can be rectified. The Chairman was disappointed by the highway objection to the footpath crossing Common Drift. Hastoe are currently liaising with Highways. Councillor Keidan asked if anything else would hold up the process e.g. surveys etc. Surveys are currently being carried out. Also the nutrient neutrality issue will inevitably delay the scheme start date.
- 10733 Community Car Scheme Update – It was a fairly busy month with 1,042 miles covered. £376.20 was raised at the fete this year and two residents volunteered to join the scheme which will ease the load on the other drivers. The Chairman said this was good news and thanked Anne and her drivers.
- 10734 To provide an update on internet banking and consider changing bank account – Barclay bank statements finally arrived yesterday. The clerk circulated a list of other banks together with any charges for the parish council to consider. Following a discussion, it was agreed to consider a bank with an online facility plus a local branch. Councillor Radford agreed to speak with Lloyds Bank in Dereham and also the Treasurer of the News and Views who use Lloyds for their banking.
- 10735 Update on the playing field funding project – Quotes are still being sought. A resident has offered to help with fundraising. It was agreed the clerk will contact the resident and update them on progress so far.
- 10736 To discuss the SAM2 data – The SAM2 data was discussed. The highest speed during the three-week period was one driver at 50mph at 1:45am. The average speed recorded was 23.75mph and the average speed of the speeders was 33.1mph.
- 10737 To discuss Common Drift – Councillor Kiddle-Morris report that a resident at the Beetley Parish Council meeting was campaigning to get Common Drift changed to a Restricted Byway. This would mean that NCC would maintain the byway up to footpath standard. An alternative would be to adopt the road to a Byway Open To All Traffic.
- 10738 To confirm date of clerk’s annual appraisal – A date has been set for the clerk’s appraisal.
- 10739 To discuss the park bench at the playing field request – Councillors visited the playing field and noted there were 6 benches already on the playing field. After a discussion, it was agreed that a new bench would be required should the new play equipment project be progressed. Clerk to liaise with donor.
- 10740 To discuss the request for a bike repair station at The Swan – Paul’s Cycles have offered to provide the unit at cost price, around £1,200. GCE would committed to the maintenance of the unit. GCE are currently looking into interest, location and funding. Councillor Duffield asked if there had been much interest. Around 25 cyclists have been asked so far who said they would use the unit. A discussion took place to location as the unit would need to be accessible. Outside The Swan and the playing field were discussed. The parish council were supportive in principle.
- 10741 To discuss planning applications –. No applications this month,
- 10742 To approve the end of year financial statements and AGAR – The Chairman highlighted the additional spend this year which included the posts around The Green, social club car park repairs, donation to The Swan, donation to St Mary’s Church, additional grass cutting and playing field picnic bench and bin. All councillors present approved the 2022/23 AGAR form which was signed by the Chairman.
- 10743 To approve 2022-23 payments and receipts – All councillors present approved the 2022/23 payment and receipt accounts which were signed by the Chairman.
- 10744 To approve and sign the Certificate of Exemption – All councillors present confirmed that the council was exempt from external audit due to both income and expenditure was below £25,000. The Chairman signed the certificate.
- 10745 To confirm payments for May: Clerk salary and expenses - £318.40, HMR&C - £77.20, Gressenhall

Community Car scheme - £130.05, Gressenhall Community Car Scheme (Breckland) - £130.25, Mrs J Roberson - £9.00.

- 10746 Councillor Melton proposed payment of the above. This was seconded by Councillor Reader and all councillors present agreed.
- 10747 Report from County Councillor Kiddle–Morris – Councillor Kiddle-Morris informed the meeting that he had a community safety fund of £10,400 to be split between 22 parishes. The deadline for any applications is 24<sup>th</sup> November. Clerk to add to the July agenda.
- 10748 Report from District Councillor Atterwill – Report for Annual Parish Meeting read in previous meeting. Nothing further to add other than full council will meet on 18<sup>th</sup> May. Any major changes will be reported at next month’s meeting.

Reports from councillors –

- 10749 Councillor Day asked if the speed bump near the post box on The Green could be highlighted as an elderly resident tripped over it recently. It was agreed by all present that the bump could be painted black and yellow.
- 10750 Correspondence – None.

In the absence of any further business, the meeting closed at 8:40pm. The next meeting of the parish council will be held on Tuesday 4<sup>th</sup> July @ 7:00pm.

Signed: Councillor Beazley

Date: 4<sup>th</sup> July 2023