

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

10907 Present: Councillor Beazley Councillor Crisp  
Councillor Reader Councillor Keidan  
Councillor Radford District Councillor Atterwill  
District Councillor Duffield

12 members of the public

10908 To receive and accept apologies of absence: Councillor Day, Councillor Melton, County Councillor Kiddle-Morris.

10909 Declarations of interest – All councillors declared an interest in The Swan Public House (excluding Councillor Radford), Councillor Reader declared an interest in the play area.

10910 To approve and sign minutes of the meeting held 7<sup>th</sup> November – The minutes of the meeting held on Tuesday 7<sup>th</sup> November 2023 were confirmed as a correct record. The minutes were signed by the Chairman.

10911 Progress on items not on the agenda from previous meetings – None.

The meeting was opened to the public at 7:01pm.

10912 A resident noted that the speed bump outside the shop had not been painted in time for the Christmas Light Switch On.

A resident informed the meeting that two mole traps were found on the playing field. The resident had removed the traps as felt they were a hazard and gave them to the Chairman. The parish council will find out who had arranged for the traps to be put down.

A resident informed the meeting that the parish council website did not show the up-to-date plan version for the affordable housing scheme. Clerk to obtain copies and upload to the website.

A resident enquired who pays for the medical report for the community car scheme as Orchard Surgery are charging £150. The parish council receive funding for medicals and DBS checks so the surgery should invoice the parish council.

That being all the meeting resumed at 7:10pm.

**Matters Arising from the Minutes**

10913 Reporting of any Highways Matters – No repairs have been carried out. Clerk to report the road near Norfolk Herbs in the south edge of the village as there may be a problem similar to the recent issue on Dereham Road.

10914 Update on Affordable Housing scheme – The scheme is slowly moving forward. The Highways issues are still being discussed.

10915 Update on the Gressenhall Community Car Scheme – A busy month with 1200 miles covered. Two new drivers are arranging medicals. Chairman thanked Anne and her drivers.

10916 To provide an update on bank account change – The bank account change was confirmed today. In future, a payments list will be provided at each meeting and two signatories will be agreed to authorised the payments online. The chairman thanked the clerk for all her perseverance with this matter.

10917 Update on the play field funding project – Four grants are currently being considered totally £85,000. A rejection was received from the Lottery application. A meeting with the Lottery was held to discuss the application. Due to the number of applications, the Lottery are focusing on revenue-based applications rather than capital. The Lottery representative did suggest applying to the Awards for All scheme which offers £20,000. Graham has submitted an application for this today. There is currently £11,000 in the bank account. The silent auction is live and 44 bids totalling £1,037 were received on the first day. The auction has bid boxes in the pub, social club and post office and bids are updated every two days. The final reveal will take

place at 6pm on 19<sup>th</sup> December in the Social Club. Thanks were given to Harriet, Graham and team for all their work raising funds.

- 10918 Update on the Elmham GP Surgery – Councillor Keidan attended the PPG meeting on 15<sup>th</sup> November. A presentation of the new telephone system was given which has improved accessibility. Patients are given queue numbers and staff are signposted to relevant services. The new online appointment bookings system has been pushed back until the first quarter of the new year due to staffing. The surgery is aiming to put an article in village magazines every three months. There was an incident at the vaccination centre which was due to a national booking error. Staff were congratulated on how they dealt with the incident and are awaiting a report. The pharmacy closing times have improved efficiency although it needs to be made clear that if a doctor issues a prescription and the patient needs it, if the pharmacy is closed, the GP can ask for the prescription to be prepared. The meeting dates for the next years PPG meetings were issued.
- 10919 To provide update relating to power outages and consider next step for The Drift/Playing Field Working Group – Councillor Beazley has been in regular contact with UKPN and it is hoped the recent work will reduce the number of outages. It was agreed that Councillor Beazley will contact UKPN and request the mess left at the playing field is tidied up in the spring. It was also agreed to request a maintenance plan going forward. Four residents volunteered to help with tidying the area. They will be emailed and informed of next steps. It was also agreed to arrange a site visit at the playing field with Norfolk Woods and Hedges to assess the trees.
- 10920 To discuss and consider Precept Requirement for 2024/25 – The clerk had forwarded full details of expected spend for the current financial year 2023/24 and proposed spend for 2024/25. It was agreed to increase the tree work budget to £2,000. It was therefore agreed by all councillors to increase the precept for 2024/25 to £16,000.
- 10921 To discuss quote for tree works adjacent play area hedge – Awaiting quote.
- 10922 To discuss and consider Free Trees for Schools and Communities – It was agreed to wait to plant trees until the new play equipment is installed.
- 10923 To discuss and consider quote for 2024/25 grounds maintenance from TTSR – The quote for the next financial year was circulated and agreed by all councillors present.
- 10924 To consider grant application from St Mary’s Church – All councillors present agreed the grant application for £500 towards upkeep of the churchyard.
- 10925 To discuss and consider quote for flags – It was agreed by all councillors present to purchase the St Georges flag.
- 10926 To discuss and consider SAM2 repair costs – Colkirk Parish Council have decided to not use the SAM2 sign any more. This means that the four remaining councils will need to pay £81.36. As soon as the other parish councils agree to this, the repairs can be undertaken.

10927 To discuss planning matters:

**New Applications**

3PL/2023/0756/F, Land west of Church Lane - of use of land to provide 2no. tourist cabins and visitor parking – **Councillors had no objections to this application.**

3PL/2023/1142/LB, Mill House Mill Lane, Hoe - Demolish the existing conservatory, erection of single & two storey extensions including internal alteration and associated landscape work – **As this application relates to Hoe, Councillors agreed no comments were required.**

**Approvals**

9 Chequers Lane, NR20 4EU - Amendment to pp 3PL/2023/0346/VAR – **Approved**

3PL/2023/0904/F White House Bushy Common, NR19 2PA - Erection of double garage to serve plot 2 (Well Cottage) – **Approved**

3PL/2023/0906/HOU Orchard Cottage The Drift, NR20 4EH - Replace oil fired central heating boiler with Air Source Heat Pump - **Approved**

10928 Report from County Councillor – No report received.

10929 Report from District Councillors – Councillor Atterwill has requested UKPN are invited to Breckland by the Overview and Scrutiny Committee. They will be asked to provide a maintenance plan, discuss efficient communication to residents and businesses and to clarify the disparity in compensation. Details were given of the Kings Coronation Heritage Fund for community orchards. The Local Plan consultation begins an eight-week consultation next week. The plan will decide where development will take place. There are a number of scenarios and Councillor Atterwill strongly advised councillors to review the documents and make their representation. He also advised for Gressenhall to keep its defined settlement boundary. Councillors took up the offer of Councillor Atterwill to meet at the end of January to discuss the plan. Clerk to liaise with Councillor Atterwill to find a suitable date.

Councillor Duffield reiterated advice to keep the definitive settlement boundary.

10930 **Financial Matters**

- To confirm payments for November: Clerk salary and expenses - £316.13, HMR&C - £81.80, Gressenhall Community Car scheme - £146.50, Gressenhall Community Car Scheme (Breckland) - £150.00, Gressenhall Reading Room - £12.00 (carried forward from last month), Gressenhall PCC - £500.00, Glasdon (UK) Limited - £193.80, Poor Lands Charity - £1.00.

The payments were agreed by all councillors present and it was agreed that Councillors Crisp and Reader would authorise online.

- To confirm payments for December: To confirm payments for November: Clerk salary and expenses - £tbc, HMR&C - £81.80, Gressenhall Community Car scheme - £tbc, Gressenhall Community Car Scheme (Breckland) - £tbc.

The payments were agreed by all councillors. A payments list will be circulated at the beginning of January 2024.

10931 Reports from councillors (for information only) – Councillor Keidan informed the meeting of a free fun 5k run being held on Christmas Eve. Runners are asked to meet at the social club for a 10:30am start.

10932 Correspondence (for information only)

- An email was received regarding rubbish left at the social club after the auction – Clerk to contact social club and inform them.
- An email was received regarding metal detecting – Noted.
- An email was received regarding the state of the playing field following UKPN tree cutting – Noted and discussed earlier in the meeting.

10933 To confirm the date of the next Meeting of the Parish – Tuesday 6<sup>th</sup> February 2024

In the absence of any further business, the meeting closed at 8:pm. The next meeting of the parish council will be held on Tuesday 6<sup>th</sup> February 2024 @ 7:00pm.

Signed: Councillor Beazley

Date: 6<sup>th</sup> February 2024