

**MINUTES OF THE GRESSENHALL COUNCIL MEETING HELD ON TUESDAY 5TH MAY 2020 AT
8:10PM HELD VIRTUALLY VIA ZOOM**

9663 Present: Councillor Beazley (v) Councillor Reader (v)
Councillor Harris (v) Councillor Crisp (v)
Councillor Bunning (v) Councillor Saunders (v)
Councillor Melton (v) District Councillor Duffield (a)
District Councillor Atterwill (v) County Councillor Kiddle-Morris (v)

1 member of the public (v)

(v) = video attendance
(a) = audio attendance

9664 Accepted apologies for absence – None

9665 Declarations of interest – None

9666 The Chairman opened the meeting with the very sad news that Terry Houseago passed away on 24th April. Also, Tom Twite, the nephew of one of Gressenhall's fallen soldiers named on the memorial, also recently passed away. The parish council send their thoughts and condolences to both families at this time.

9667 The Chairman thanked the Clerk for her 10 years' service to the parish council. The Clerk thanked the parish council for the bouquet received.

9668 Minutes 2nd March 2020 - The minutes of the meeting held on Monday 2nd March 2020 were confirmed as a correct record. Councillor Saunders proposed that the minutes be signed. This was seconded by Councillor Crisp and all councillors present agreed.

9669 Progress on items not on the agenda from previous meetings – Letter of confirmation received from Breckland Enforcement regarding a possible breach of condition relating to the Bittering Street development.

The meeting was opened to the public for their comments at 8:15pm.

9670 A resident thanked the parish council for enabling the public to attend meetings.

That being all the parish council meeting resumed at 8:20pm.

Matters Arising from the Minutes

9671 Update on COVID-19 – Clerk secured £1,000 COVID response funding from Norfolk Community Funding. The relief group is working well with a number of volunteers. Councillor Atterwill informed the meeting that grants were available for the social club and village hall. Details were forwarded to the clerk to pass on. The Poor Lands charity have made one donation this month.

9672 Reporting of Highway Matters – The pot hole on Bilney Road has been reported. Concerns were raised with the junction of Hoe Road and Litcham Road mainly where the access to the pig field is. The concern is in wet weather the bend is unsafe for vehicles. Following a discussion, it was agreed for the clerk to write to the farmer, in the first instance, to highlight the concerns.

9673 Update on Affordable Housing Scheme – The scheme is making slow progress. Thanks were given to Councillor Kiddle-Morris for his assistance.

9674 Community Car Scheme Update – There has been a very limited need for the car scheme this month.

9675 Update on The Swan Community Group – Nothing to report at this time.

9676 Update on Registry of parish land – Councillors are required to provide photographic evidence to Spire Solicitors. Councillor Beazley will email instructions to those councillors who have not yet done so.

9677 Update of the Parish Partnership Funding – The clerk secured 50% for both the resurfacing of The Green and Gateways. Councillor Kiddle-Morris to be kept up to date so that he will be able to help.

9678 To discuss request for a memorial bench in playing field – A letter was received asking permission for a memorial bench. Councillor Saunders will contact the resident and discuss where to site.

- 9679 To provide an update on Internet banking – Clerk to contact Barclays to discuss Internet banking.
- 9680 To consider Certificate of Exemption for external audit – As both income and expenditure for the year 2019-20 was below £25,000, the parish council can request exemption from an external audit. All councillors present agreed to apply for exemption. Clerk to submit Certificate of Exemption.
- 9681 Report from District Councillor Duffield – During this torrid time, Breckland are helping as much as they can. Staff are working from where possible and avoiding contact in the office. Councillor Duffield had not received the request for EIA Screening and Scoping Options for the proposed new quarry application for Longwater Gravel from Norfolk County Council. Councillor Kiddle-Morris had recommended this application not to be approved while the other quarry is still operational.
- 9682 Report from District Councillor Atterwill – Details of the COVID-19 business rate grant were forwarded to the clerk to share with the Reading Room and Social Club. There is not much correspondence from Breckland at this time. Locality Officer, Sophie Soto, is assigned to look after this area. There is no planning committee at the moment. The Chairman's panel are reviewing applications to see if committee is needed. Most applications are officer delegated decisions.
- 9683 Report from County Councillor Kiddle-Morris – Throughout the crisis the County Council has been working closely and effectively with District, Borough and the City Council, the NHS, Police and other public sector partners. Examples of the ways that the Council has supported people during the pandemic are:
- Procuring PPE to supply Councils frontline staff and care homes.
 - Identifying and visiting the most vulnerable children and adults.
 - Supporting schools that have remained open for vulnerable children and the children of key workers.
 - Supporting the implementation of the new free school meals scheme.
 - Setting up accommodation to enable the NHS to discharge patients safely.
 - Offering digital support from libraries, museums and the adult learning service to support home schooling and enable people to stay safe.
 - Creating a skills bank so staff can be redeployed to assist with the distribution of food and PPE.

Looking to the future the Council is working with the New Anglia Local Enterprise Partnership and all partners to devise the best strategy to recover from the economic shock brought about by the crisis.

The Council has been allocated an additional £43.6m government funding so far but has predicted a £19m shortfall in this year's budget due to lost savings, additional costs and loss of income.

Boundary Commission Revue: The Boundary Commission have decided that they cannot finish the statutory consultations on their revue of Norfolk County Council division boundaries in time for any recommendations to be implemented prior to the May 2021 County Council elections. Therefore, the May 2021 election will be contested on the existing division boundaries.

Social distancing rules mean that each member of a maintenance gang, usually 4, will have to travel in a separate vehicle. Our main subcontractor has furloughed staff and a certain proportion of our personnel are isolating themselves, this has reduced the workforce available.

- 9684 To consider Parish Council Safeguarding Policy – All councillors agreed to the adoption of the Safeguarding Policy.
- 9685 To discuss planning matters –
- Camomile House Temporary Portakabin, 3 years – It was confirmed that after the 3-year period, the resident would either have to remove the Portakabin or complete another application. Councillors had no objections to this application on a temporary basis.
- 9686 Approve April's payments - Clerk salary and expenses - £240.50, HMR&C - £56.00, Gressenhall Community Car Scheme – £92.86, Reading Room - £24.00.
- 9687 Councillor Crisp proposed payment of the above. This was seconded by Councillor Harris and all councillors present agreed.
- 9688 Reports from councillors – Councillor Saunders informed the meeting the deer fence had been installed at the

allotment. Councillor Reader informed the meeting the play area repairs have been completed. Councillor Saunders agreed to complete a tree inspection of the play area. Councillor Crisp requested the clerk's salary is reviewed at the next meeting.

9689 Correspondence to be circulated to councillors (for information only)

- Bank statement x 2
- Clerk and council direct newsletter x 2

In the absence of any further business, the meeting closed at 9:25pm. The next meeting of Gressenhall Parish Council will be held on Monday 1st June 2020 at 8:00pm.

Signed: Councillor Beazley

Date: 1st June 2020