

Minutes of the Meeting of Taverham Parish Council held on Monday 14 March 2022, held in the Suite 2 at Taverham Village Hall, commencing at 8.12pm, when there were present:

Mrs J Latchford in the Chair
Mrs L Barrington-Smith Mrs S Parkinson
Mrs B Clarke Mr P Savage
Mr A Harris Mr N Starling
Mr B Knights Mrs M Temple
Mr S Matthews Mr C Wilson-Town
Mrs S Parkinson Mr T Yousefian

Also present: County Councillor Clancy, District Councillors Adams and Kelly, and Clerk

69/22 Apologies for absence were received from Cllrs Karimi-Ghovanlou, Mooney and Tyler due to personal reasons.

70/22 To receive Declarations of Interest in items on the agenda
None

71/22 The Minutes of the Council Meetings held on 14 & 28 March 2022 were confirmed as correct and were signed by the Chairperson.

72/22 Report items
None

73/22 District and County Council Members Question Time
County Councillor Clancy reported that the Department for Communities and Local Government (DCLG) had awarded £400,000 to Broadland District Council to conduct a feasibility study for the community/medical building at Marriott's Park. He also advised that he and District Councillor Adams were to be involved with evaluating the Broadland and South Norfolk District Councils' collaborative working practices. Mr Clancy had met with Cllr Latchford, the Clerk and the new Highways Engineer to discuss potential locations for the SAM2 for The Street.
District Councillor Kelly reported that the church in Thorpe Marriott was seeking legal advice with regard to the parking situation at Acres Way. He also clarified that £235,000 of the grant from the DCLG was to be spent on the feasibility study for the medical aspect of the proposed community centre building.
District Councillor Adams advised that an appeal against the District Council's decision regarding the planning application at 54 Freeland Close had been lodged.

74/22 Break for the public to speak
Cllr Savage commented about the volume of litter on Fakenham Road since the new Lidl store had opened and enquired as to whether the Parish Council would install a litter bin. The Clerk reminded councillors of the number of bins in close proximity to the store, that she had been in contact with the District Council discussing the matter and that she had suggested that the District Council requests that Lidl install a bin. Taverham High School had been made aware that the students had been dropping litter and had been asked to address the behaviour.
District Councillor Adams suggested that the Parish Council invited the new Headmaster of the High School to attend the Annual Parish Meeting.

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75/22 To approve payment of accountsIt was **RESOLVED** to pay the invoices as presented.

Chq No.	Supplier	Details	Net	VAT	Total
DDebit	SSE	Hmdow – February 2022	36.63	1.83	38.46
EP1511	Mrs S Salmons	Poppy Wreath – Remembrance Day	17.99	3.99	21.98
EP1512	John Allway	Woodland Contract – February 2022	285.00	0.00	285.00
EP1513	Barford Van Hire	Van Hire – Jan-Feb 2022 + Fuel	314.05	62.81	376.86
EP1514	Veolia	Hmdow/Recreation Refuse – Feb 2022	248.59	49.72	298.31
EP1515	ESPO	Office/Hmdow Sundries	74.95	14.99	89.94
EP1516	Norse	Un/Locking Gates – Sandy Lane and Hmdow – February 2022	280.00	56.00	336.00
EP1517	SGW Payroll	Payroll Processing – February 2022	35.00	7.00	42.00
EP1518	Norfolk PTS	Clerk–Writing Professional Mins/Agendas	80.00	0.00	80.00
EP1519	Wicksteed	Swing Cradle Seat/Chain/Shackle etc	220.36	44.07	264.43
EP1520	Ian Smith	Hmdow Sundries	40.28	8.06	48.34
EP1521	Eden Tree & H	Sandy Lane Emergency Tree Work Plus	500.00	100.00	600.00
EP1522	SAF Fire Risk A	Hmdow Annual Fire Risk Assessment	125.00	0.00	125.00
EP1523	Vision ICT	13 Hosted Email – 2022/23	234.00	46.80	280.80
EP1524	Garden Guardian	Horticultural Contract – Feb 2022	2,177.01	435.40	2,612.41
EP1525	KJ Youth Work	Provision of Youth Services - Feb 2022	861.52	0.00	861.52
EP1526	Mayday	B/W and Colour Copying/Maintenance	51.59	10.31	61.90
EP1527	TT Jones	Maintenance Contract–Feb 22 / Repairs / Structural and Electrical Surveys 2021 / Structural Repairs – 2022	330.76 2,880.00 325.00	66.15 576.00 65.00	396.91 3,456.00 390.00
			9,117.73	1,548.13	10,665.86

ELECTRONIC PAYMENTS MADE 28TH FEBRUARY 2022 (STAFF RELATED)

TRNS	Staff	February 2022 – Staff Pay	6,243.32	0.00	6,243.32
TRNS	HMRC	February 2022 – Tax and NI	1,691.64	0.00	1,691.64
TRNS	Norfolk Pension	February 2022 – Pension Contributions	2,121.71	0.00	2,121.71
			10,056.67	0.00	10,056.67

PAYMENTS FOR RATIFICATION

DDebit	Npower	Hmdow- Gas – January 2022	15.68	3.14	18.82
DDebit	SSE	Hmdow – Gas – January 2022	37.63	1.88	39.51
EP1505	Jarmy	Return of Hmdow Hall Deposit	50.00	0.00	50.00
EP1506	Wave	Anglian Water – Nov-Feb 2022	93.64	0.00	93.64
EP1507	Mallison	Return of Hmdow Hall Deposit	150.00	0.00	150.00
EP1508	Mr P Baston	Diesel for Van	64.76	12.95	77.71
EP1509	Smith	Return of Hmdow Hall deposit	50.00	0.00	50.00
EP1510	Bryant	Return of Hmdow Hall Deposit	50.00	0.00	50.00
			511.71	17.97	529.68

76/22 Receipts were noted.

Bank	Interest	4.33	0.00	4.33
Hinks Meadow	Hall Hire	643.24	128.65	771.89
Hinks Meadow	Hall Hire – Deposits (To be Returned)	150.00	0.00	150.00
HMRC	VAT Repayment (Oct-Dec 201)	2,963.26	0.00	2,963.26
Taverham Football Club	Hmdow Pitch Fees – Oct-Dec 2021	1,608.86	321.77	1,930.63
		5,369.69	450.42	5,820.11

77/22 The bank reconciliations for February were to be checked by Cllr Yousefian.

78/22 The budget pictures for the Council's committees were received.

79/22 The Minutes of the Planning Committee Meetings held on 14 and 28 February 2022 were received.

80/22 The Minutes of the Recreation Committee Meeting held on 28 February 2022 were received. It was noted that the contractor who had carried out the emergency works to the tree in the Village Hall garden had offered to return and grind the stump free of charge.

81/22 To consider accepting ownership, in principle, of the play areas and open spaces at the Marriott's Park development

Councillors had received copies of the notes from the recent meeting held with Scott Properties and were advised that a management company would be responsible for the maintenance of amenity sites should the Parish Council choose not to accept ownership. Cllr Wilson-Town voiced his concerns about the Council taking on all of the open spaces and commented that a management company would most likely be lead by the residents of the new development. Councillors were concerned about the costs and amount of work involved in maintaining the large number of trees throughout the development.

It was **RESOLVED** to accept the Hinks Meadow extension site, the allotment site and the central recreation site located next to Marriott's Way, along with all the Local Areas for Play (LAP) and Local Equipped Areas for Play (LEAP).

82/22 To receive youth club update report and to approve any additional expenditure

Councillors had received copies of the minutes of the recent Youth Club Committee meeting. The request for payment of overtime was **APPROVED**. It was commented that all safeguarding concerns should be reported to Children's Services.

83/22 To agree to conduct a consultation exercise to gather information to support the specification for the new Sandy Lane Play Area

The set of proposed questions that had been previously circulated were **APPROVED**. It was **RESOLVED** to spend £100 on publishing the questionnaire on SurveyMonkey.

84/22 To agree plans for the Jubilee Picnic in the Park and to authorise expenditure items

The Chairman had provided outline plans for the Picnic and the Council requested further information before approving the plans and proposed expenditure. It was commented that the event had become more complicated than had been anticipated

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and it was **RESOLVED** that Cllrs Clarke, Latchford and Parkinson would form a working party with Cllr Karimi-Ghovanlou to help her with planning the Picnic.

85/22 To agree items for publication on social media

It was **RESOLVED** to publish information regarding the consultation for the Sandy Lane Play Area.

86/22 It was RESOLVED to close the Meeting as there was no discussion required for the remaining agenda items

The Meeting closed at 10.20pm

Signed Dated

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