



Elsing Parish Council

Meeting Minutes

January 2020

Date of meeting: Monday 20 January 2020

Councillors Present:

Pip Wallwork (Chair)
Henry Atkinson
Steve Crebbin
Bill Horncastle
Stuart Chaplin
Suzy Horth (Clerk and RFO)

There were 5 members of the public in attendance including Cllr Bill Borrett

Item 1 To receive apologies for absence

Apologies were received from Cllr Laws

Item 2 Approve the minutes from the meeting held on 18 November 2019

The minutes were approved.

Item 3 To receive declarations of interest in items on the agenda and requests for dispensation.

No declarations were made.

Item 4 Open Forum for public participation

The meeting welcomed Cllr Bill Borrett to the meeting.
Residents raised the issue of the flooding outside of the village hall, the Chair confirmed that this would be covered under item 15 on the agenda.

Item 5 Approval of budget for FY20/21 and update on bank accounts and proposal for monies to be retained for "emergency" situation and any charity requests.

The meeting discussed the budget proposals and approved them. This will mean no increase in the precept for the village.

The meeting voted and agreed to retain, where possible the £5k excess monies within the account for "emergency" situations. Item 15 will help

determine the process. This can be monitored through the bi monthly financial update that is given.

Item 5a Annual donation for Elsing Village Hall

Following discussions and discussions with the village hall, it was agreed that there would be no donation this FY to enable the Parish budget to avoid an increase in precept, but item to be reviewed again for the FY 21/22 budget, as their financial position may have changed

Item 6 Correspondence

Letter from Emma Cushing – speed limit in Fustyweed – update

Cllr Atkinson confirmed that a response had been received from Norfolk County Council, and a response to this had be sent back, but the second response was still of little hope. Cllr Borrett confirmed that Norfolk County Council would assess this against a set criteria, of which it appears to not have met. He did confirm that whilst attending the Lyng Parish meeting, that they were planned to fund a SAM Speed limit within this stretch and suggested we contact them.

Action: Clerk to contact Lyng Praish Council re: SAM Speed limit

Item 7 Agreement to apply for a grant on behalf of Elsing Heritage Society to fund leaflets to show walks around Elsing – update

Cllr Laws had sent an update and confirmed that the costs would be £100 for the design and pre-print process with a further £90 for printing of 250 leaflets. The original plan had been to apply for a grant for half of the money, but due to the low amount and time taken to process such a grant the meeting agreed to fund the £190 from reserve funds. The meeting discussed proposals of where the leaflets are to be placed, including suggestion of further out i.e. Dereham Library, and local shops.

Item 8 Litter pick

The meeting discussed this and Cllr Horncastle confirmed that they were thinking of holding this on the half term week at the end of February. Item to be added to the newsletters seeking volunteers.

Item 9 Missing Peaseland Green Postbox update

Cllr Laws has sent an update of the correspondence and confirmed that he was now at stage 3 of the complaints process. Cllr Borrett confirmed that Swanton Morley had experienced a similar issue, but through perseverance it had been replaced, so encouraged us to continue through the process.

Item 10 Update on well/bore hole project

Cllr Horncastle confirmed that he and Cllr Laws had been making enquires about whether to progress with a Well or Borehole and the costs were between £1.5k - £4k. Cllr Horncastle will look at all the costs and best option ahead of progressing for a grant to fund this project. The meeting agreed that one option should be agreed and progressed.

Item 11 To consider any planning applications

There were no planning applications for consideration.

Item 12 Footpath/allotment update (including update on the proposed pig pen and proposal to update pig keeping contract.

Cllr Horncastle updated the meeting and confirmed that all the allotments are currently let. The tenant is progressing the fencing around the pig pen. Cllr Horncastle confirmed that the updated contracts will be sent to the Clerk and Chair so they can review the updates/changes, ahead of this being formally signed and witnessed.

Item 13 Highways update:

Surface dressing following on from Peaseland Green Road

Cllr Atkinson updated the meeting and confirmed nothing further to raise

7.5t restriction zone update

Cllr Atkinson updated the meeting and confirmed nothing further to raise

Mud on roads

Cllr Atkinson updated the meeting and confirmed that this is now liquid mud. He contacted the council and had received a response.

Overhanding hedges

These have now been cut back following contact with the land owners.

30mph repeater signs on Church Road/Back Lane

Cllr Atkinson confirmed that he had contacted the council and these had been replaced. He has reported the others that are missing.

Flooding

Cllr Atkinson updated on the flooding that has appeared outside of the Village Hall. Cllr Borrett asked that the detail be sent to him direct and he will ask that this is looked into so a solution can be found. He confirmed that he has a budget to assist in such cases and offered Elsing £1k towards any works that may need to be undertaken.

Action: Cllr Atkinson to email Cllr Borrett with the flooding details

Road Closure notice

The Clerk confirmed that Rectory Road, at the junction of Heath Road will be temporarily closed (except for access) on 6 February 2020 between 08:30 – 16:00.

Item 14 Village sign

There was no update so item to be carried forward to next meeting

Item 15 Community Emergency Plan and terms of reference

The Chair updated the meeting and confirmed that she proposed a project group to review this and update it to include flooding provision and process for access the funds which are to be held within the bank account.

The meeting agreed that the Chair and Cllr Atkinson would look at all the flooding issues, and other issues within the village to identify the cause. They will also involve the village and put a notice within the local newsletter. It was agreed that loss of power to the village would be included together with where the plan should be kept and displayed.

Item 16 Financial Update

The clerk gave the following update:

Business Account	£5,968.87 (as at 5.1.20)
Community Account	£0.00 as agreed this will no longer be used

Outgoings:

Clerk expenses	£166.77
Electric for Dec/Jan	£ 20.00

Total	£186.77
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The meeting had been sent a breakdown of the clerk's expenses by the hour, and the meeting approved this payment.

Item 17 Future meeting dates

The meeting approved the dates for the next 12 months:

23 March 2020 – to include the annual parish meeting
18 May 2020
20 July 2020
21 September 2020
16 November 2020
18 January 2021
15 March 2021 – to include the annual parish meeting