



MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

**Held in the Preston Room
on Tuesday 2nd November 2021 at 7.00pm.**

Parish councillors present:

Cllr. N Coleman

Cllr. C Phillipo (Chair)

Cllr. S Bland

Cllr. L Laingchild

Cllr. C Russell

Clerk: Mrs S Martin

Members of the public present - 4

1. **ATTENDANCE:** – Attendance was noted. Apologies were received and accepted from Cllrs. H Buxton and J Pond (personal).
2. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING:** None
3. **MINUTES OF PREVIOUS MEETING To confirm the accuracy of the minutes of the Parish Council meeting held on 7th September 2021.**
The minutes of the meeting held on 7th September 2021 were proposed by Cllr. S Bland and seconded by Cllr. C Russell as a correct record without amendment – these were AGREED by all and were duly signed by the Chair.
4. **PUBLIC SPEAKING**
 - 4.1. **To receive a report from County and District Councillor.**
Cllr. Dixon reported the draft proposals and consultation for the New Local Plan (Regulation 19) has been postponed and not expected until January 2022.
Local Councils are preparing draft budgets. For County Council this is a big challenge on both revenue and capital budgets and likely to see a significant council tax rise of around 4%. District Council are in a better position,
A brief update was given on the North Walsham development proposal of around 1500 homes, including a relief road between Norwich and Cromer roads to alleviate traffic in the town.
Cllr. N Coleman raised a question about the railway bridges to which Cllr Dixon responded the relief road is considered a better solution to amending bridge height.
An update was given on the North Walsham Heritage Action Zone, which has funding from Central Government to make improvements to the centre of the town including pedestrianisation, parking and bus terminus.
 - 4.2. **To receive a crime report from Norfolk Police.**
PC Gibbs was invited to the meeting and a crime report was requested, however no response received.
 - 4.3. **To receive questions from the public relating to local issues.**
A parishioner raised a point regarding the flashing SAM2 signs and asked if they could be programmed to stop flashing at the speed at 40mph, but to only show the 'slow down' wording to discourage traffic users from trying to see the highest speed they can register - to be investigated.
5. **MATTERS ARISING**
 - 5.1. **To discuss correspondence received since the agenda was issued**
The following were noted:
FREE QPR Gatekeeper Training, 11th November 2021 (10:00-13:00)
First online Greenbuild event on Monday
 - 5.2. **To receive a report on any matter not covered on the agenda.**
The Parish Council is in receipt of a Memorial Plaque commemorating the Community's resilience in the year of the pandemic. It was suggested to place this on the village sign.
6. **CORRESPONDENCE** – all noted.
 - 6.1. **General correspondence**
 - 6.2. **Norfolk ALC Bulletins and updates, including Wellbeing emails**
 - 6.3. **Police newsletters**
 - 6.4. **North Norfolk Sustainable Communities Grant Fund - Cut-Off date for Applications**

- 6.5. **NALC Points of light publication**
- 6.6. **Greenbuild (North Norfolk District Council) - Monday 1st November to Friday 12th November**
- 6.7. **Tunstead PC re: ditches** – The Chair explained this correspondence was to make the PC aware of the ditches cleared in Tunstead and ask for an update on Ashmanhaugh ditch clearing.

7. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

- 7.1. **To consider any planning applications received** – None.
- 7.2. **To ratify planning application decisions received between meetings:**
PF/21/2552 - Harrodan 1 Church Road, Ashmanhaugh, Norfolk, NR12 8YL - Demolition of single-storey side extension and erection of two-storey side extension
 It was RATIFIED the decision to No Objection – however outside lighting mentioned.
- 7.3. **To receive any planning decisions** – None.
- 7.4. **Update on ‘unofficial passing places’ improvements**
 Following enquiring with Highways a response was received that permanent passing places are not eligible under the Parish Partnership Scheme and are not supported by Highways within Ashmanhaugh. Potholes in these areas may be filled by Highways under their general routine inspections/maintenance – to be reported.
- 7.5. **To agree any bids for Parish Partnership Scheme 2022/23**
 Cllr. Dixon has a member fund which the PC could apply for to help fund schemes such as a further SAM2. It was discussed looking further at bids and applying for this funding with Cllr. Dixon.
- 7.6. **SAM2** – Data circulated from Stone Road and outside the Preston Rooms.

8. FINANCIAL & ADMINISTRATIVE MATTERS

- 8.1. **To review this period's financial position and sign the bank reconciliation** - AGREED.
- 8.2. **To authorise payments for:**

Sarah Martin - salary Oct/Nov 21 (inc. expenses)	£368.54
HMRC PAYE payment	£ 86.60
Norfolk Association of Local Councils (training inc. VAT £12.00)	£ 72.00
Royal British Legion (poppy appeal) (s137)	£ 50.00*

*see item 8.3
 Payments proposed by Cllr. C Russell; seconded by Cllr. S Bland - AGREED by all.
- 8.3. **To consider a donation to The Royal British Legion Poppy Appeal (s137)**
 It was AGREED to donate £50.00.
- 8.4. **To review the draft budget for 2022/23**
 An offer to repair the bench at no cost was received, however the PC AGREED to cover the of materials.
 The Budget to be agreed at the January 2022 meeting along with the Precept.
- 8.5. **To agree meeting dates for 2022**
 Draft dates circulated and AGREED. To note January meeting is on 2nd Tuesday of month due to Christmas/New Year.
- 8.6. **To ratify the engagement of Catherine Moore for Internal Audit services for 2021/22 and sign the letter of engagement**
 This was RATIFIED and AGREED by all.
- 8.7. **To discuss and consider The Queen's Platinum Jubilee Celebrations - 2-5 June 2022**
 To be postponed until the January 2022 meeting. To enquire if the Preston Rooms will be holding an event.
- 8.8. **To note any Financial/Administrative correspondence**
 North Norfolk District Council - Parish Precept 2022-23 for Ashmanhaugh – precept information to be submitted by 31st January.

9. ITEMS FOR NEXT AGENDA – Tuesday 11th January 2022 – Parish Council Meeting
 Wroxham Barns campsite

Meeting closed 7.55pm