

HIGH KELLING PARISH COUNCIL

Minutes of the High Kelling Council Meeting held on Tuesday 16th November 2021 at 7pm at Village Hall.

Attending: Cllr David Carter (Chairman), Cllr Gordon Lane (Vice-Chair), Cllr Duncan Henderson, Cllr Patrick Kelly, Cllr John Mangan, Cllr Susan Rutherford, Cllr M Pearman, Cllr N Doran, Cllr J Kemp, District Cllr E Vardy, and Parish Clerk Jane Wisson.

1. Administrative

- a) Apologies from Cllr. P Kelly & District .Cllr. G Perry Warnes
- b) No declarations of interest.
- c) The minutes of the last Parish Council dated 21st September 2021 - **ALL AGREED.**
- d) Matters arising – we are awaiting update from NCC regarding the collection of items from parishioners for Afghan refugees – District Cllr. E Vardy to chase up.

2. To adjourn the meeting for Public Participation and to receive external reports.

- a) A question had been raised by a member of the public regarding the footpath that runs along the north side of A148 from the south end of Pineheath Road to Bodham end of the village, connecting to a path leading to the woods rear of Pineheath – Villager asked if the PC could obtain access via acquisition of land in Pineheath Road – this would require purchase of a piece of a villagers garden and wasn't deemed practical - A discussion had been undertaken with Highways and they are unable to provide any further assistance – Parish Council are also adopting speed calming measures to try and encourage drivers to reduce the speed in the village to try and reduce the concerns – **Clerk to email resident**
- b) Crime report received and provided to all Councillors – Parish Council to invite the Police to meeting in 2022 to provide an update
- c) County Councillor Report –
 - 1. Bridge Road – Cllr E Vardy had raised his concerns on the safety of drivers using this area – meeting to be arranged with Highways. Cllr Vardy and Cllr G Lane to see if a way forward can be identified – **Cllr E Vardy to provide details of meeting to Cllr G Lane**
 - 2. Received an update on pre planning advice on potential development of the hospital site.
 - 3. Phase two of the local plan will be open for consultation in January 2022.
 - 4. Old care home and Nursery site -remedial works has been undertake to clear vegetation but nothing has been seen in regards to any application on developing the site – previous applications; Highways objected.

5. Economy

Chances Project

Chances, a £4.9m Norfolk County Council project, co-funded by the European Social Fund, is reaching out to people in Norfolk who have recently lost their jobs or are long-term unemployed who may face barriers to finding work. It aims to help them get back into employment through new opportunities for support and training. For contact details and further information see www.norfolk.gov.uk/chances

6. Support for Norfolk Entrepreneurs

The Business & IP Centre Norfolk, managed by Norfolk County Council's Library and Information Service, is offering a free six-week online programme that will take budding business owners on a journey from 'Bedroom to Business'. For more information and to register, visit [Bedroom to Business](#) or www.bipcnorfolk.eventbrite.com.

Q1. Cllr D Carter raised with Cllr E Vardy the cabinet gas valve substation opposite Beech Close that had been worked on by Cadent and the mess that was left behind – **Clerk and Cllr E Vardy to take forward.**

3. Planning

- a. To *ratify* decisions made by email consultation and consider new applications since the last meeting – **PF/21/2501 Arden, Avenue Road, High Kelling - no objection**
- b. To *receive and consider* any **late planning applications** (received after publication of this agenda)- **none received**
- c. To *receive* any update from the clerk on planning decision – **none received**

4. Items for decision/discussion by the Parish Council:

- a. Progress on the Engagement and Communication Work Plan – Agreement to reimburse the costs for the planters to Cllr S Rutherford along with a vote of thanks to all the volunteers and Cllr S Rutherford for the all their hard work.
- b. High Kelling Calendar – 150 have been purchased and currently 40 have been sold – Calendars will be on sale at the Christmas Fair on Saturday 20th along with some provided to the village store.
- c. Bench – Selbrigg Road would be the best place for the bench – it is also on a cycling route – Forestry Commission are unable to agree bench in the woods to the rear of the dwellings on the, north side of Pineheath Road – which is why we are looking at alternative sites – **Clerk to liaise with Norfolk County Council Highways department.**
- d. High Kelling Directory – Ongoing update to the soft copy of the directory as they are received. Review the font size and work with Cheverton's to produce a draft initial copy to review before printing. Review again next March/April time – **Clerk to add to Communications and Engagement Meeting Agenda**
- e. Litter Pick – March 27th agreed at meeting – **subsequently changed to 20th March at 10am**
- f. Planters/Planting – maintenance plan to be developed.
- g. Lead Councillor for Events and Celebrations – Cllr M Pearman has been nominated to work as lead councillor for Events – work beginning on Queens Jubilees celebrations – include in all communications and **Clerk add to Communications and Engagement Meeting Agenda.** Cllr. M Pearman to keep Clerk up to date with actions.
- h. SAM 2 – ongoing review – **Clerk to investigate partnership funding**
- i. Telephone Box – at High Kelling Post Office – implications and suggestions on how to use this – **Clerk to find out from NNDC Planning if using the Kiosk for Defibrillator would incur costs for planning applications.**
- j. High Kelling Parish Chronicle – Baseline established in regards to the advertising income. Thanks to Susan Ruru and Cllr. S Rutherford for all

the hard work on the Chronicle. **Clerk to arrange a meeting with Cllr. S Rutherford to discuss the income etc. further.**

- k. Advance notice of Road Works in High Kelling – **Clerk to contact Highways to get on the mailing list**
- l. To discuss update of Standing Orders and discuss other policies – **Clerk to add to Januarys Agenda**
- m. Solar Lighting for bus shelter – **Clerk Awaiting further response from highways in regard to the lighting from photographs provided – Clerk has also spoken to the District Council in regards to Light pollution – NNDC have confirmed that they have no concerns.**
- n. Update and Maintenance of website – Cllr. N. Doran to work with Clerk to monitor website and advise Clerk of any amendments. **Clerk to arrange a meeting in early December**

5. Transport and Representative Feedback

Members to report on any meeting they have attended as a **Representatives** of the Parish Council as follows:

- a. High Kelling Village Hall Committee – Village Hall bookings are starting to come back slowly whilst we recover from the pandemic. Developing an ongoing plan for the future of the village hall – Chairman to arrange a meeting with the village hall to discuss the use of the village hall as a village hub.
- b. Community Speedwatch – The group are ongoing but are standing down in the winter – add to business continuity plan
- c. SNAP – A list to be provided of the priorities of the local police for the next three to six months. Concerns have been raised about heavy vehicles down Hempstead Road in Holt. Cllr. G Lane to attend meeting and update at the next PC meeting.
A list of the priorities for the local police for the next three to six months is agreed at each SNAP meeting - currently heavy vehicles on Hempstead Road and graffiti in Holt. Cllr. G Lane to attend next SNAP meeting 2 Dec and provide update at Jan PC meeting."
- d. Holt Area Patients Participation Group – Terms of Reference have been agreed – it's still early days and at the moment they have conflicting priorities due to the current needs of the vaccination program for both flu and covid jabs. Group Communication Strategy will be the first piece of work.

6. Finance

- a. *To receive & consider the **Accounts to be paid** to date since the last meeting: received and agreed*
Cheverton and Son Ltd £220.00
Cheverton and Son Ltd 539.20
Scribe £189.60
Proposed by Cllr. D Carter seconded by Cllr. G Lane - All Agreed
- b. *To receive and consider any further **Late Invoices** (received after publication of this agenda). Cheque for Cllr. S Rutherford £500.00 **Proposed by Cllr. D Carter seconded by Cllr. G Lane - All Agreed***
- c. *To receive the **Bank Reconciliation** for month end August and September 2021 **Proposed by Cllr. D Carter seconded by Cllr. G Lane - All Agreed***

7. CORRESPONDENCE

- **NALC – various communications** – all noted

Meeting closed at 8.50 pm

Next scheduled Full Council Meeting

Tuesday 18th January 2022 at 7pm

Village Hall.