

HIGH KELLING PARISH COUNCIL

**Minutes of the HIGH KELLING PARISH COUNCIL MEETING held on Tuesday
21st January 2025 at 7pm at High Kelling Village Hall.**

Attendees: Cllr Peter Rutherford (Chairman), Cllr Susan Rutherford, Cllr Jan Kemp, Cllr Duncan Henderson, Cllr Philip Fejer, Cllr David Carter and Locum Parish Clerk Gemma Harrison.

County Cllr and District Cllr Eric Vardy and District Cllr Callum Ringer were also present.

PC Graham Gower-Smith and PC Graham Green were also present.

3 members of the public were present.

1. Administrative:

a. To receive apologies for absence.

Cllr Peter Rutherford welcomed everyone to the meeting. Apologies were received from Cllr Maureen Pearman and Cllr Sally Monkman, apologies were accepted.

District Cllr Martin Batey sent his apologies.

b. To receive declarations of Interest and requests for dispensations by councillors in any of the agenda items listed.

None

c. Minutes of the Parish Council Meeting held on Tuesday 19th November and the amended Minutes of the meeting held on Tuesday 19th March 2024 to be approved.

Two sets of minutes were circulated prior to the meeting, they were PROPOSED as accurate and correct by Cllr Susan Rutherford and SECONDED by Cllr Duncan Henderson and AGREED by all.

d. Matters Arising on the Minutes (for information only and not included on the agenda).

None.

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

a. To receive the crime report from the Police and permit members of the public to raise matters relating to High Kelling.

The Police attended the meeting to give an update on the tragic accident on the A148 in High Kelling which fatally killed two people. Firstly, the Police thanked the members of the Church Congregation and those members of the public who were first on the scene for their help in what was a hugely difficult and upsetting situation. It was confirmed by the Police that there had been 2 fatalities recorded on this section of road in 10 years, there has been 3 severe accidents in the past 10 years and half a dozen slight accidents. It was noted there has been good work undertaken by the Community Speedwatch team to tackle speeding; this work is ongoing. Cllr Susan Rutherford stated that Cllrs were currently re-evaluating the insurance cover for volunteers and that a further risk assessment was due to take place.

The Police stated that there was a misconception that the Police deal with speed limits and speed signs, these are the responsibility of Norfolk County Council's Highway's Team.

Cllr Carter stated that he felt the 60-mph speed along Bridge Road was not appropriate. The Police stated that the Camera Speed Partnership will continue to come to High Kelling, at this stage it is too early to know whether speed was a factor in the accident.

County Cllr Eric Vardy has met with NCC Highways Officer Graham Bygrave to discuss the accident and is pushing for a fixed speed camera, improved lighting and provision for a pedestrian crossing. Cllr Vardy extended his thanks to the emergency workers at the scene.

Cllr Susan Rutherford stated that the Parish Council have been pursuing these issues for several years, with previous requests being raised with senior officers and have been turned down. Cllr Peter Rutherford stated that he would like to see lighting on all

junctions like in Bodham and he would push for a fixed camera and requested the Police Policy on fixed speed cameras. GH

Cllr Peter Rutherford renewed his request (which was previously denied by the Chief Constable) for an enhanced SAM2.

District Cllr and Bodham Chairman Calum Ringer introduced himself. He stated that the MP Steffan Aquarone has committed to contributing to a speed study of the A148, from Holt to just before Holway Road in Sheringham. County Cllr Eric Vardy has also stated he would be contributing to the study. Cllr Ringer stated that there has been 70 road collisions up until 2023 on this stretch of road and encouraged people to share their concerns and stories of incidents and near misses with the MP ahead of a stakeholder meeting on 18th February. It was noted that the A148 is major trunk road and as such should be treated as a county wide problem and it should not be down to residents to fund improvements. A member of the public stated that speeding was an issue in 40 mph zones, they welcomed the speed study of the A148 and hoped it would lead to a reduced speed limit.

The 3 members of the public and the two members of Police left the meeting.

- b. To receive reports from the District and County Councillors and permit members of the public to raise matters relating to High Kelling.**

County and District Cllr, Eric Vardy, gave an update on the Devolution Government Review and stated it was likely that the NCC elections will be delayed.

Eric Vardy left the meeting at 19.40pm

- c. Public participation. – maximum 15 minutes.**

None – see above.

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

- a. To discuss the recent tragic accident on the A148 and to agree a statement and actions for the PC to pursue with NCC Highways and Norfolk Police.**

Cllrs stated that they will be asking for an enhanced SAM2, pedestrian crossing and a fixed speed camera. Cllrs have previously requested signage warning pedestrians about the crossing near to the village church. The pedestrian sign which was installed was put in the wrong place using existing highway furniture. Lighting was discussed at a meeting with Highways which took place on 31st October 2023 and HKPC were advised that streetlighting is being removed from areas rather than new lighting being added. HKPC were advised on 9th October that *think* signs were available, but these have not been put up.

It was noted that most Cat's eyes from Holway Rd and Bodham are not working. Clerk to report to Highways. Cllr Rutherford will draft a response to be sent to Highways and the Police. PR/GH

b. **To discuss the implementation of the SAM2 device.**

Cllrs hoped to have some interest from a local person to erect the device and retrieve the data from it. Clerk to pursue. GH

c. **To discuss and agree a communication strategy for the website and social media.**

Cllr Susan Rutherford stated she was keen to see the High Kelling Chronicle as the main vehicle for pushing the message from HKPC this was AGREED by all. It was acknowledged that HKPC have a Facebook page, this is used for sharing information from other authorities and promoting the HKPC meetings and events.

d. **To agree the *Draft Press and Media Policy*** (as circulated prior to the meeting). The policy was PROPOSED by Cllr Susan Rutherford and SECONDED by Cllr Duncan Henderson and AGREED by all. Clerk to put a copy on the website. GH

e. **To discuss the VE and VJ 80th Anniversary.**

Cllr Peter Rutherford and Cllr Susan Rutherford stated that the Village Hall Committee would like to run a joint event with the Parish Council to commemorate VE and VJ Day. Cllr Jan Kemp PROPOSED that the Parish Council contribute £100 towards the event (for decorations and a small subsidy for the fish and chips), this was SECONDED by Cllr David Carter and AGREED BY ALL.

4. Planning

- a. To *receive and consider* any **planning applications**. NONE.
- b. To *receive* any update from the clerk on planning decisions received since the last meeting. NONE.

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** –w/c 3rd February pollinator beds will be installed at the front of the Village Hall. There are plans to hold a summer event, more information will follow at the next HKPC meeting.
- b. Community Speedwatch - There is limited insurance cover for those aged over 75 years old. Clerk to ask the Insurance company to see if Speedwatch is already covered by the council insurance. If not Clerk to find out how much the additional cost would be and what requirements there would be. GH
- c. SNAP – 5th March 7pm via Teams.
- d. Holt Area Patients Participation Group – Cllr Jan Kemp gave an update stating the new pharmacy boxes have been ordered and there will be a trial period at first with some support on hand. Cllr Kemp will continue to offer the High Kelling Chronicle as a mechanism to circulate any messages from the group.

6. Finance

- a. To *receive & consider the **Accounts to be paid** to date since the last meeting:*
 - Cheverton Invoice 56992 - £220
 - Locum Clerk Salary December 2024 - £226.05
 - Locum Clerk Salary January 2025 - £226.05
 - HMRC - £108
 - High Kelling Village Hall - £114.00
- b. The payments, receipts, and bank reconciliation since the last meeting were circulated. They were PROPOSED by Cllr Jan kemp and SECONDED by Cllr Philip Fejer and AGREED by all.

- c. It was noted that the Clerk will clarify with Jeremy cox whether he still requires an additional advert and if required let Cllr Duncan Henderson have a copy of the advert.
- d. Internal Control – it was confirmed that the accounts have been checked by the Internal Control Officer, Cllr Philip Fejer and signed off.
- e. Budget - The Budget and Precept for 25/26 were circulated prior to the meeting. The Clerk presented the budget and proposed changes. The Budget with a Precept of £13,070 was PROPOSED by Cllr Jan Kemp and SECONDED by Cllr Susan Rutherford and AGREED by all via a show of hands. Clerk to inform NNDC. GH
- f. Clerk to arrange a site visit with a tree contractor to gain an accurate quote for tree work outside Voewood. GH
- g. David Wright was PROPOSED by Cllr Susan Rutherford and SECONDED by Cllr David Carter and AGREED by all as the Internal Auditor for 2025/26.
- h. The Clerk was asked to circulate the training skills audit to Cllrs for review. GH

7. CORRESPONDENCE

Clerk to report to the meeting any correspondence received.

It was noted that a number of residents have got in contact about the accident which has been discussed above.

8. To consider a resolution (Under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public to discuss item below which is a confidential personnel matter.

- a. Cllrs all AGREED the above resolution.
- b. Staffing - It was AGREED to appoint Gemma Harrison to the permanent position of Parish Clerk. Please see confidential Appendix A for more details.

Meeting ended 21.09

**Next scheduled Full Council Meeting
Tuesday 18th March at 7pm at High Kelling Village Hall**

Appendix A – Redacted