



HIGH KELLING PARISH COUNCIL

Minutes of the High Kelling Council Meeting held on Tuesday 17th May at 7pm in the Village Hall

Annual Meeting of the Parish Council

Meeting was attended by: Cllr. D Carter, Cllr. G Lane, Cllr D Henderson, Cllr P Kelly & Cllr. J Kemp.

Clerk and Cllr E Vardy also in attendance

1. To receive and approve minutes for the Annual Meeting of the Parish Council from 4th May 2021 – proposed Cll. G Lane seconded Cllr. J. Kemp – **ALL AGREED**
2. To receive apologies for absence – apologies from Cllr N Doran, Cllr. S Rutherford, Cllr. M Pearman and Cllr J Mangan. Reminder from Cllr. D Carter that all Councillors need to attend Parish Council meetings. Clerk to resend dates out as a reminder.
3. Receive a report from Chairman. – See appendix A
4. *To receive & consider* nominations for:-
 - a) **CHAIRMAN 2022/23** – a nomination for Chairman of Cllr. D Carter – proposed Cllr J. Kemp seconded by Cllr. D Henderson – **ALL AGREED**
 - b) **VICE-CHAIRMAN 2022/23** – a nomination for vice chairman of Cllr. G Lane – proposed by Cllr D Carter, seconded by Cllr. J Kemp – **ALL AGREED**
 - c) **Representatives elected to outside bodies**
 - Holt Area Patients Participation Group – Cllr S Rutherford – proposed Cllr G Lane, seconded Cllr P Kelly – **ALL AGREED**
 - High Kelling Village Hall Committee – Cllr J Mangan – proposed Cllr D Carter, seconded Cllr G Lane – **ALL AGREED**
 - SNAP – Cllr. G Lane – proposed Cllr D Carter, seconded Cllr. P Kelly – **ALL AGREED**

FULL COUNCIL MEETING

1. Administrative:

- a. To receive apologies for absence - apologies from Cllr N Doran, Cllr. S Rutherford, Cllr. M Pearman and Cllr J Mangan.
- b. To receive declarations of interest in relation to any item on the agenda – planning application for 18 Pineheath, High Kelling.

- c. To receive & approve the minutes – The full council meeting Wednesday 16th March 2022.- proposed by Cllr. G Lane, seconded Cllr. P Kelly – **ALL AGREED**
- d. Matters Arising on the minutes (for information only and not included on the Agenda).

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

- a. To receive the crime report from the Police – nothing forwarded through recently. Next SNAP meeting is in June.
- b. To allow the public to raise matters relating to High Kelling – no public attended.
- c. To receive reports from the District and County Councillors and permit members of the public to raise matters relating to High Kelling – see appendix B & C.
Cllr E Vardy wanted to raise awareness of the SWIFT support that is available for residents – further information attached as appendix D.
- d. Public participation. – maximum 15 minutes – no public questions.

3. Finance

- a. To receive & consider the **Accounts to be paid** to date since the last meeting: total being £768.40p – proposed Cllr. G Lane, seconded Cllr. J Kemp – **ALL AGREED**
- b. To receive and consider any further **Late Invoices** (received after publication of this agenda) none received
- c. To receive the **Bank Reconciliation** for March 2022 - proposed Cllr. G Lane, seconded Cllr. J Kemp – **ALL AGREED**
- d. To approve Section 1 The Annual Governance Statement 20/21 - proposed Cllr. G Lane, seconded Cllr. J Kemp – **ALL AGREED**
- e. To approve the Accounting Statements 20/21 proposed Cllr. G Lane, seconded Cllr. J Kemp - **ALL AGREED**
- f. To approve exemption Certificate for 20/21 Accounts – proposed Cllr. J Kemp, seconded Cllr. G Lane – **ALL AGREED**
- g. To approve the notice of Public Rights – proposed Cllr. D Carter, seconded Cllr. P Kelly – **ALL AGREED**

4. Planning

- a. To ratify decisions made by email consultation and consider new applications since the last meeting.
 - a. 11 Avenue Road – no objection
 - b. 4 Avenue blended property – no objection – concerns were highlighted that as these developments come on line it is changing the demographics of the village and whilst we have no objection it is requested that this is noted by the planning department
 - c. 18 Pineheath High Kelling, Cllr G Lane withdrew from voting – no objection
- b. To receive and consider any **late planning applications** (received after publication of this agenda) - none
- c. To receive any update from the clerk on planning decisions – still awaiting information on Pinheath Care Home

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

- a. Progress on the Engagement and Communication Work Plan – update and agree actions. – to be incorporated with agenda item B

- b. Parish Plan for next 5 years – development of the Engagement and Communication group to be a parish plan working party – develop clear terms of reference and bring decisions to full council for decisions.
 - a. Parish Plan document to be including overview and action plan
 - b. Terms of reference for the group
 - c. Key decisions to be brought to each meeting
 - d. Parish engagement – utilising the open day and to produce a parish questionnaire.
- c. Housing and Economic Land Assessment – to be included in parish council open day and hopefully we can get a member of NNDC to attend.
- d. Pineheath Care Home – no further information at the moment
- e. Storage of High Kelling Society records – Cllr D Carter to speak to village hall to see if they are able to store
- f. Lead Councillor for Events and Celebrations – Clerk to confirm with Cllr. M Pearman that she will be attending the Annual Parish meeting on the 24th May 2022 to update all.
- g. A148 surface dressing– Cllr G Lane pleased to see the double broken lines have been incorporated along with a double line of cats eyes.

6. 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 – appendix E
- b. Community Speedwatch – volume of traffic currently is lower than expected – only 6 volunteers on rota
- c. SNAP – as previous notes
- d. Holt Area Patients Participation Group – no update received

7. CORRESPONDENCE

- **NALC – various communications – ALL NOTED**

Meeting concluded at 8.50pm

Next scheduled Full Council Meeting
19th July 2022
Village Hall.

Appendix A

Chair's report to the High Kelling Parish Council AGM May 2022

We have had a very busy year, we have maintained a full complement of Councillors. Meeting in Full Council every second month and through a Communication and Engagement Group on the months in between.

We identified priorities for the financial year 2021-22, having listened to what villagers told us as the result of the village consultation carried out the previous financial year.

Our main activities have centred around the following priorities:-

A148/Bridge Rd

We have addressed concerns about speeding and safety in general by:

Evaluating the purchase of our own SAM2, setting aside funding and looking at opportunities for match funding or better sharing opportunities.

Clearing the footpaths along side the road, obtaining an improved footpath from Avenue to Vale Rds, working with the Police to address concerns about speeding and identifying the NCC

Highways Dept. potholes and other defects.

Planting and tubs along its length to empathise there is A VILLAGE in the woods.

Working with District/County Cllr Eric Vardy on Bridge Rd to look at solutions to reduce speed and hazards at the bridge itself.

The Queen's Jubilee Celebrations

Led on village celebrations for the Queen's Platinum Jubilee, provided funding for events and a bench, planting and trees to commemorate the historic event.

Litter Picking

Litter picking both at the beginning of Summer and Winter, purchase of equipment.

Welcoming new villagers

Introducing a Welcome to High Kelling Pack.

Map and calendar

Commissioned a new village map and a calendar.

Planning

Continued to scrutinise and comment on proposed developments, commented on both NNDC proposals for the area and national proposals to reduce local control over schemes.

Wind Farms

Influenced the local, regional and national debate on wind farms and their impact on High Kelling.

Improving communication with villagers.

Funded, produced and had delivered monthly the High Kelling Parish Chronicle.

Produced an updated High Kelling Directory.

Updated the Parish Council website and introduced a village wide email system.

Included greater opportunities and time for villagers to question and comment at the Full Council meetings and the opportunity to speak with a Parish Councillor on confidential matters.

A second defibrillator

Negotiations to purchase the redundant telephone kiosk adjacent to the village store have been concluded. It will be refurbished and equipped with a second defibrillator.

Thanks,

To villagers who help keep our village the great place it is to live.

To members of the former HK Society for looking after the area around the refurbished village sign.

To villagers and Parish Councillors for help with the planting, the village store for their sponsorship.

To The Village Hall Trustees for keeping this valued local asset in tip top condition.

To Cllr Susan Rutherford for compiling and Susan Ruru for designing, the Chronicle. To those that give up their time to deliver it. To Cllr Gordon Lane for compiling the 2021 Directory.

To Ray Morgan for keeping the bus shelters clean.

For Robin Johnson and Community Speedwatch for their work on the A148.

To Cllr Gordon Lane for his help as Vice Chair and to all my fellow Parish Councillors for their commitment, help and support throughout the year

And

To Jane Wisson our Parish Clerk for her administration, expertise and advice. And congratulations on becoming a fully qualified Parish Clerk!

David Carter

Chair, High Kelling PC

May 2022

Appendix B

County Councillor Report for Holt Division May 2022

Norfolk County Council owned companies encouraged to cut carbon

This first item is one that I fully support. As from the 1st May I became the County Councils Cabinet Lead on the Environment and Waste.

Council-owned companies are being encouraged to reduce their carbon emissions, as part of the county council's efforts to help Norfolk become carbon neutral.

Norse Group, Hethel Innovation Ltd, Repton Property Developments Ltd and Independence Matters are the focus of a report to the county council's cabinet on 3 May.

Each company will be encouraged to set out carbon reduction targets once it better understands its own carbon footprint.

If cabinet backs the proposal, there will be a follow-up report which outlines the progress of each company in establishing specific carbon reduction targets.

Further report to follow when initiatives are instigated.

Uptake for apprenticeships in Norfolk continues upward trend

The upward trend in apprenticeship starts is continuing to increase in Norfolk. A 35% increase in apprenticeships has been reported between August 2021 and January 2022, with 3026 new apprenticeships started in the last 6 months.

Apprenticeships are a government-funded scheme which gives individuals of any age the opportunity to build a new future whilst earning and learning and enables businesses to harness new skills and improve their productivity and sustainability at the same time.

Local employers, training providers, and Norfolk County Council's dedicated team of experts at Apprenticeships Norfolk, boosted by incentives and grants, are all working together to make apprenticeships easier to access and to understand for individuals.

Norfolk Local Cycling and Walking Infrastructure Plans

Norfolk County Council has secured a revenue grant from central government to support the development of a Local Cycling and Walking Infrastructure Plan (LCWIP) for Norfolk.

The LCWIP for Norfolk plays an important part in delivering the Government's strategy for encouraging everyone to cycle and walk more, especially when making short journeys in towns and cities. Increased levels of active travel, especially for shorter journeys in towns, will help to reduce congestion, improve air quality, and benefit the environment and local economy. The County Council is working in partnership with all district and borough councils to create the plan. The Norfolk LCWIP builds on plans already completed for Great Yarmouth, King's Lynn and Greater Norwich.

The objective of the plan is to develop a countywide walking and cycling network, and identify infrastructure improvements over the short, medium and long term.

The development of the Norfolk LCWIP also supports the delivery of a low carbon, well-connected transport network in Norfolk.

The plan for Norfolk is in the early stages of development and to support with the development of the plan the County Council has created an online survey to help obtain insights into current levels of cycling and walking within Norfolk and to identify places where people feel they want to be better connected on foot or cycle.

The initial Norfolk LCWIP engagement runs from the 5 April to 30 May.
to review and comment on detailed proposals within the Norfolk Local Cycling and Walking
Infrastructure Plan in Autumn 2022 go to www.Norfolk.gov.uk
The initial Norfolk Cycling and Walking Survey is open from 5 April to 30 May.

Appendix C

North Norfolk District Council report May 2022
Cllr. Eric Vardy & Cllr. Georgina Perry-Warnes

There is little to report.

- North Norfolk's first major road race in almost 30 years will take place on Sunday, May 15. The race will begin in Sea Palling, where full marathon participants will start their 26.2 mile run, passing through coastal towns and villages along the route. For half-marathon runners, the starting line will be Mundesley, with both distances crossing the finishing line at Sheringham High School. The council has made arrangements for the safe running of the race through temporary road closures and signage. It is expected that there will be disruption along the route on Sunday, so please do re-consider directions and take alternate routes throughout the duration of the race. Advice for runners, spectators and the wider community can be found on the Mammoth Marathon webpage – <https://www.north-norfolk.gov.uk/media/7760/nndc-mammoth-marathon-race-booklet.pdf> This includes route maps, timings, car parking, bus transfer information, suggested viewing points and more.
- Anglian Water have agreed to attend the Overview & Scrutiny Committee meeting due to take place on Wednesday 11th May, in order to provide an update on sewage outflow events and any progress/investments being made in the District.



Swift.pdf

Appendix D



Norfolk County Council

Norfolk Swift Response

Norfolk Swift Response provides a 24-hour, 365 day a year service which offers help, support and reassurance if a person has an urgent, unplanned need at home but doesn't need one of the Emergency Services.

For example, if a person falls and needs help but does not need an ambulance or unexpectedly needs assistance with personal care. The service is a free for people living in Norfolk and aged 18 or over. You do not have to be eligible for social care funding to use it.

Call: 0344 800 8020 (Option 1)

Swift Response can help in lots of ways:

Falls: We can often help people with getting up following an uninjured fall.

Personal Care: We can respond to people who need unplanned help with personal care, which can include catheter/stoma care, toileting and assistance to get up in the morning or go to bed.

Welfare checks: We can visit to check on people if there are concerns about their safety, for example if a person is not responding to a community alarm or answering the telephone.

Domestic Emergencies: We can help people who have a domestic problem such as power failure, loss of lighting or heating.

Shopping: We can undertake emergency shopping for people who need help unexpectedly. This may be because of illness or to help a person be safely discharged from hospital.

On-going care needs: If people need more help than a one-off visit can provide, we will assist with arranging further support. This could be from Norfolk First Support, a Social Worker or Occupational Therapist who can carry out a Care Act assessment. We won't leave anyone in difficulty without support, we can often visit for a short period of time until the right support is in place.

Appendix E

High Kelling Parish Council Village Hall Update

- Most of users have returned with some new ones having started up. Avenue Rd Bridge Club yet to return
- Heavily involved in the Queen's Platinum Jubilee celebrations
- Village Activities organised by the VH Trustees continue, ie monthly Coffee Morning, monthly Bingo Afternoon and fortnightly Pub Nights.
- Three Quotations now received for the refurbishment of the Village Hall stretch of Avenue Road. Decision on which one to recommend is yet to be made.
- A detailed Structural Survey was commissioned recently as a precautionary measure to assure the continued longevity of the Hall. The first Report was rejected as totally inadequate and a repeat survey was undertaken by a different "specialist" surveyor/structural engineer. We await their revised Report.

JM
16/05/22