

COLKIRK PARISH COUNCIL

MINUTES OF A MEETING OF COLKIRK PARISH COUNCIL HELD ON TUESDAY 12th NOVEMBER 2024 AT 6.30 PM IN THE VILLAGE HALL

Present: Councillors Charles Joice (Chairman), Nick Ezra, Jeanette Paul,
Nick Loades, Michael Stamford, Peter Dyble.
County Councillor M Kiddle-Morris
District Councillor R Hunter-Clarke
Maxine Hayes, Parish Clerk
0 members of the public

24/041 Apologies for Absence

Apologies were received from Councillor J Humfrey

24/042 Declarations of Interest

Councillor J Paul declared an interest in any discussion on allotments.

24/043 To approve minutes of last meeting.

It was PROPOSED (PD) SECONDED (NE) and unanimously agreed to approve the minutes of the meeting held on 24th September 2024 as a correct record and they were signed by the Chairman.

24/044 To receive Reports.

County Council – His report had been circulated to all councillors. Councillor Kiddle-Morris agreed to discuss the possibility of higher kerbs to stop the lorries driving over the war memorial surround when he next meets with County Highways. It was reported that the pavement on the left-hand side of Whissonsett Road had edges that were eroding and collapsing causing undercutting of the carriageway.

District Council – His report had been circulated to all councillors. Councillor Hunter-Clarke stated that he would be holding a parish surgery in the New Year. He was informed that some residents in Colkirk were receiving the North Norfolk magazine which was misleading as Colkirk falls under Breckland. He agreed to look into this.

It was reported that the steel manhole cover in Hall Lane had a broken corner and was protruding into the road. Councillor Joice would provide the details of the exact location for County Highways to inspect.

24/045 Public Participation

No members of the public present at the meeting.

24/046 Finance

24/046/1 - It was PROPOSED (NL) AND SECONDED (PD) and unanimously approved to pay the accounts and expenses.

Nov-24	Accounts for payment	Colkirk PC	
	Supplier	Description	
16.09.24	PWLB	1/2 year payment	£ 271.39
18.09.24	N Power	Street Lighting energy	£ 81.42

26.09.24	Norfolk County Council	Trees	£ 99.00
30.09.24	Unity Trust bank	charges	£ 18.00
14.10.24	Contracts and Salaries	Salaries, PAYE, Office costs, Stationery & printing	£ 394.63
14.10.24	Royal British Legion	Poppy Wreath	£ 19.99
17.10.24	N Power	Street Lighting energy	£ 88.63
23.10.24	Anglian Water	Playing field	£ 17.56
31.10.24	Unity Trust Bank	Service Charge	£ 5.40
Income			£ 996.02
27.09.24	Breckland DC	1/2 year precept	£ 6,500.00
30.09.24	Community orchard tree donation		£ 33.00
02.10.24	Community orchard tree donation		£ 33.00
			£ 6,566.00

24/046/2 The clerks financial report and balances were unanimously approved.

Balances: Barclays account £5.00 Unity Trust Community Account:
£8203.90 Total: £8208.90

24/047 Correspondence & Clerks Report

- Barclays business account – Balance £5 – A letter would be required to close the account and transfer the £5 over to the Unity Trust Bank. Approved
- Budget v Expenditure – the figures were up to date to 11th November as the only additional transaction has been £16.50 donation towards the community orchard trees. The Council had received funding for 5 of the 6 trees purchased from the County Council. The Clerk had drafted a 2025/26 budget but full discussion would take place at the January meeting.
- Valuation of village hall – the Clerk had contacted the District Valuer for a quotation to value the village hall.
- Trees – These were due to be surveyed in 2025.
- Playground – a working group meeting would take place in January to review any progress.

Correspondence

- Breckland DC – Weekly lists of planning application and decisions
- Norfolk CC – Grit bin audit
- Wordpress – stats for website

- Norfolk CC – Minerals and waste main modifications and additional modifications – consultation ends 13 December
- Norfolk PTS newsletter
- Norfolk County Council budget consultation 25-26
- County Cllr Kiddle-Morris report

Breckland DC – Decision Notices

Funding for Watton Town Council authorised

Decision – sale of land Pilgrims Way, Little Cressingham D38/24

Award of Contract for Valuation Services to Lambert Smith Hampton Group
Rural England Prosperity fund – notice of funding round & Parish Clerk briefing notes

Norfolk Business rates pool 2025-26 – details of memo of understanding

Release of funds – Inspiring Communities matched funding grant scheme

Notice of Household Release Fund round 6

Transfer of land on Blackthorn Road, Attleborough

Wayleave agreement with Eastern Power Networks along Jack Boddy Way, Swaffham

Notice to appoint Oak Security for Breckland DC

24/048 Planning

3PL/2024/0637/F – Retention of residential log cabin to wood yard (retrospective) pt of former Lilan Nursery site. The Parish Council were happy to support the application providing all original conditions were met.

The Clerk was asked to chase the outstanding enforcement issues. She would copy in Councillor Hunter-Clarke to the email.

24/049 Items for Discussion

24/049.1 Village Hall Agreement – The Clerk reported the agreement was now with Hayes & Storr for review before completion.

24/049.2 Trees Community Orchard and wildlife area – The Clerk reported that the free saplings had arrived and would be planted this weekend. All volunteers would be welcome. The orchard fruit trees would be picked up on the 23rd November. It was agreed to purchase bio degradable tree guards to protect the trees.

24/049.3 Adopt a fruit tree scheme update – 5 of the 6 orchard fruit trees had been paid for with donations.

24/049.4 Phone Box – BT had given notice to remove the phone box in Dereham Road. The consultation period ended in February 2025. It was PROPOSED (NE) SECONDED (JP) and unanimously agreed to contact BT to ask if the Parish Council could adopt the phone box to house a new defibrillator. The Clerk would process the paperwork. The Clerk would also apply for one of the free defibrillators being advertised by the British Red Cross. It was agreed the phone box would be a much better location for the defibrillator and protect it from the elements.

24/049.5 Notice Board – The Clerk reported that the notice board was very damp and as it had been agreed it was beyond repair a new board would be required. The Clerk would make a funding application to the Friends of Colkirk to see if they would be willing to fund a new board. It would be relocated to a more central area near to the Byelaws sign on the Campyngland.

24/049.6 Returned Cheques – Following a sorting out of the financial paperwork held in the archives, several returned cheques from the 1920's and an old

1930's cheque book had been found. Councillor Ezra agreed to put them on ebay to see if they had any value and any money could be raised for Parish Council projects.

24/049.7 Dates of Meetings 2025 – Approved.

24/050 Date of Next meeting

Tuesday 21st January 2025

24/051 RESOLUTION – To move into closed session. Staffing matters
It was PROPOSED (NE) SECONDED (PD) and unanimously agreed to approve the NJC recommended increase to the clerk's hourly rate. The salary would be reviewed again next year in line with recommended increases due to increased requirements for clerks training.

Signed.....

Dated.....