

LONGHAM PARISH COUNCIL

Minutes of a virtual meeting of Longham Parish Council held at 7.30pm on Monday 27th July 2020. This meeting was originally planned for the 20th July 2020; a quorum had not been available.

Under the Coronavirus Act, the Secretary of State has published meetings regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Present: Cllr Susan Douglas
Cllr Phillip Collins
Cllr Donna McLeod
Cllr Roddy McLeod

D/Cllr Richard Duffield
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were received from Cllrs Anne Kerry and Margaret Dye, District Cllr Roger Atterwill and County Cllr Mark Kiddle-Morris.

2. To consider the co-option of a new member to the Council.

A potential new member of the Council will attend the September meeting, when co-option will be considered.

3. To receive any declarations of interest.

There were none received.

4. To approve the minutes of the meeting held on 18th May 2020.

Cllr Dye proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Donna McLeod and agreed by Council.

5. Meeting open for public participation.

There were no members of the public present.

6. To receive County and District Councillors reports.

D/Cllr Duffield reported that a full review of the Local Plan would be carried out and Breckland would be looking at potential new sites for housing.

Cllr Douglas reported that Breckland had been extremely helpful during the Covid-19 crisis, with regular contact to ensure the village was coping and that no additional support was required.

Written reports regarding the ongoing Covid-19 situation had previously been received from C/Cllr Kiddle-Morris and there were no further updates.

7. To discuss planning issues.

a) Applications for consideration.

There were no planning applications for consideration.

b) Decisions to note.

There were no planning decisions to note.

c) To note the following Planning Appeal - The Old Rectory, Honeygot Lane - erection of 2 bed annexe - reference: 3PL/2019/1199/F.

Council noted that an appeal had been submitted in respect of the above mentioned planning application.

8. To discuss Highway issues.

a) To receive updates on matters previously reported.

- Slurry on Bittering Lane – this matter had been resolved with the correct road cleaning equipment now being on site. C/Cllr Kiddle-Morris will continue to monitor and take any action if required.
- Speed Limit request – Litcham Road – C/Cllr Kiddle-Morris will take this matter forward at the next Highways meeting in September.
- BT Cover on Wendling Road – Council noted that this had been reported and would be repaired.

b) To consider any new highway issues.

There were no new highway issues raised.

c) To consider possible options for an application to the Parish Partnership Scheme.

The Chairman suggested the possible purchase of a speed sign if a speed limit was introduced on the Litcham Road and this will be considered once the speed limit decision has been made.

9. To discuss any issues relating to the Playing Field.

a) To consider any measures required prior to re-opening the Play Area.

Cllrs Douglas and Collins had carried out a risk assessment at the play area and recommended that the site be reopened once suitable signage was in place. Council agreed with this course of action.

b) To receive an update in respect of the football pitch resurfacing.

Fund raising continued for the resurfacing project and it was hoped that grant funds of up to £1165 would be available from Calor Gas, with a further application being submitted to the Football Association.

c) To consider any new issues.

There were no new issues to discuss.

10. To discuss issues relating to the Clay Pits.

a) To consider the issue of access, including the request for an easement.

Council agreed that the way forward was to progress the pull-in option and a handrail on the steps. No further legal action would be considered due to the potential high costs.

b) To receive an update regarding the pull-in.

There was no update in respect of the pull-in, further information was awaited from Highways.

c) To consider any new issues.

There were no new issues to discuss.

11. To consider planting a commemorative tree for the 75th anniversary of the end of WWII.

Council agreed to discuss a site for a commemorative tree once the football pitch resurfacing project was completed.

12. To discuss any issues regarding the Village Hall.

The Chairman reported that the Village Hall was slowly reopening, following a deep clean and the installation of hand sanitiser for users.

13. To receive an update regarding the installation of a defibrillator.

There was no update available in respect of the defibrillator.

14. To receive an update re the poor landline phone service in the village.

It was reported that it was difficult for the parish council to take this matter forward and a Cllr with a poor service would be asked to contact the provider.

15. Finance and Governance

a) To receive a financial report for the year ending 31st March 2021.

Council noted the financial report and there were no queries raised.

b) To review the following Council policy documents:

Cllr Collins proposed approval of the following policy documents, this was seconded by Cllr Donna McLeod and agreed by Council.

- Financial Regulations
- Standing Orders (with Addendum approved 18th May 2020 to continue)
- Asset Register

c) To authorise financial payments as set out below:

Cllr Dye proposed approval of the following payments, this was seconded by Cllr Collins and agreed by Council.

• Clerk – Salary/Allowance (June/July)	£267.30
• HMRC	£0.20
• Play Area Contractors (Swing Surface)	£558.00 (paid 1.6.2020)
• Donation to Longham PCC	£900.00
• Donation to Village Hall	£1,000.00
• Donation to Citizens Advice Bureau	£25.00

16. Correspondence for circulation

Council noted the following correspondence and no further actions were required.

- Covid-19 related correspondence.
- Norwich Western Link – Public Consultation period is now open.

17. To receive any new items for the next agenda.

There were no new items received for the next agenda.

18. To note the next meeting of the parish council will be held on Monday 21st September 2020 at 7.30pm.

Council noted the date of the next meeting when it was hoped there would be a return to the Village Hall.

The meeting closed at 7.50pm.

Signed:

Date:
