

BUNWELL PARISH COUNCIL
THE PARISH COUNCIL OFFICE, THE OLD TURNPIKE, BUNWELL, NORWICH, NR16 1SN
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MINUTES OF THE PARISH COUNCIL ANNUAL GENERAL MEETING, MONDAY 3rd MAY 2021.

Due to the Coronavirus restrictions, a public meeting was not possible in the Village Hall, therefore a virtual meeting for councillors and residents took place on the above date. The public were also invited to contact the Clerk to voice their opinions or raise any points and request an invitation to observe the meeting via a video link.

Cllrs Present at Virtual Meeting: Cllr R Smith (Chair), Cllr D Crawford, Cllr D Dickson and Cllr A Penman. Cllrs Cobbold, Gledhill and Pennell were not at the meeting. The Parish Clerk, Margaret Ridgwell, and one member of the public attended.

| MINUTES | ACTION |
|---------|--------|
|---------|--------|

Cllr Smith had received a statement from Cllr Gledhill stating his intention to resign from the Parish Council. Councillors at the meeting expressed their regret that Cllr Gledhill had felt it necessary to take this course of action and commented that he would be a sad loss to the PC. Cllr Gledhill explained in his statement that his decision had been taken following an incident in January when his car had sustained severe damage to two tyres and wheels in a pothole on Wattlefield Road. He subsequently found out that the significant pothole had been reported several days previously and Highways had taken no emergency action to undertake even temporary repairs or provide warnings on site. He had been in contact with Norfolk CC Highways Dept to lodge a damage claim with NCC but despite the evidence it was rejected. He appealed but to no avail and he remains extremely dissatisfied. He has now written to the CEO of Norfolk CC and will be writing to Richard Bacon MP and feels that as an independent member of the public he is in a better position to fight such claims in the future. Cllr Gledhill stated that he would continue to support Bunwell PC on DIY projects such as repairing the signposts and helping to maintain the playground, as well as being a member of the Bunwell Housing Development Group.

- 1. Election of Chairman** - Cllr Crawford nominated Cllr Smith for this role and this was seconded by Cllr Penman. All attending were in favour and Cllr Smith was declared Chairman for the following year.
- 2. Election of Vice-Chairman** – Cllr Smith nominated Cllr Crawford for this role and this was seconded by Cllr Dickson. All attending were in favour and Cllr Crawford was declared Vice-Chairman for the following year.
- 3. Declaration of interest in items on the agenda and to consider any requestions for declarations** – there were no declarations of interest or requests for declarations.

4. To agree the minutes of the Parish Council meeting on 12th April 2021

- The minutes of the previous meeting on 12th April 2021, pages 377-381, having previously been circulated to all members, were agreed and will be signed by the Chair at the next face-to-face meeting.

5. To note the process for the co-option of councillors for any vacancy -

Councillors agreed that the current Co-option Policy as stated on the Parish Council Website is correct and relevant.

6. To receive reports on:

6.1 Highway Matters – Cllr Crawford said that some potholes on Bunwell Street had been repaired but others had been left. Cllr Pennell will be contacted to see if he had an update on the broken culvert on Low Common which he said he would investigate. Highways are to be asked for an update on the repairs to alleviate the standing water outside Nos. 139 and 141 Bunwell Street. They will also be contacted to see if a decision has been taken to extend the gritting route along Mile Road next winter. A resident had written to the Parish Council complaining about excessive speed of some vehicles on The Turnpike when entering the village from Tacolneston. As the Police have declared that speeding is one of their priorities in the future, they will be asked to make speed checks along this section of road. It was also noted that the pole on the school side of the road showing the safe crossing point was damaged and Westcotec will be contacted to initiate repairs or replacement.

Clerk/Cllr
Pennell

Clerk

6.2 Footpaths – Cllr Smith had previously reported that he had helped Tibenham PC to repair their boardwalk following flood damage and he hoped that they would help Bunwell if assistance was needed on their footpaths. He confirmed that he had been in contact with the Ramblers and they had checked the footbridges and stated that they were safe to use.

Clerk

6.3 Playground Equipment Maintenance – The cleaning and painting is ongoing, weather permitting.

6.4 Bunwell Planning Development Group – Unfortunately SNC Planning Dept had failed to notify the date and details of their last Planning meeting and following a complaint they assured the PC that they would be invited to the next meeting.

7. Planning Applications – to discuss and vote on any new planning applications

- planning applications 2021/0916, 2021/0917 and 2021/0888 had been seen by all councillors and they agreed that there were no objections.

8. Finance – Payments for April were circulated prior to the meeting and were approved. The cashbook balance was noted.**9. To receive matters of importance from Councillors –** Cllr Crawford confirmed that all the defibrillators had been fitted with new batteries. He noted that the cabinets of the two defibrillators outside the Primary schools were in need of replacement as they were not adequate for use on an outside wall. He will contact Heartbeat to obtain a quote for new casings and also the cost of an electrician to install them.

- 10. To receive items for the next Agenda for Consideration** – a resident had requested that the matter of communicating with residents be discussed. The AGAR forms for the financial year-end will be signed in order to send to the external auditor. Cllr Crawford
- 11. Date of next meeting** – discussion took place to consider the change of meeting day for the Parish Council. They had been asked by the Village Hall if they were willing to change their regular meeting night to 7.30pm on the first Wednesday of the month in order to allow a group which had been meeting on Monday evenings to continue with their booking. The PC agreed that this was acceptable in order to ensure the maximum use of the Village Hall. The current Covid restrictions are due to change on the 21st June which will mean that there will then be no limit on the number of people allowed to meet in a public hall so it was thought advisable to hold the next PC meeting in the Village Hall at 7.30pm to take advantage of this relaxation of restrictions. There would then be no meeting in July and meetings would commence on the 1st Wednesday of the month on the 4th August.

Signed

Date

| | |
|-----------------------------------|--------------|
| BARCLAYS COMMUNITY ACCOUNT | |
| BALANCE AS AT 12.04.21 | £0.10 |

| RECEIPTS THIS MONTH – UNITY TRUST CURRENT ACCOUNT | | | |
|--|-----------------------|--------------------|----------------------|
| BALANCE AS AT 12.04.21 | | | £9,475.11 |
| DATE | RECEIVED FROM | DESCRIPTION | ACTUAL AMOUNT |
| 26.04.21 | South Norfolk Council | CIL Payment | 2,366.83 |
| 28.04.21 | South Norfolk Council | Precept | 6,750.00 |
| BALANCE C/FWD | | | £18,591.94 |

| MAY PAYMENTS FOR APPROVAL: UNITY TRUST CURRENT ACCOUNT | | | | | |
|---|--------------|----------------------------------|----------------------|--------------|------------------|
| BALANCE AS AT 12.04.21 | | | | | £9,475.11 |
| PAY TYPE | PAYEE | DESCRIPTION | ACTUAL AMOUNT | VAT | PAYE |
| BACS | CGM Group | Grounds Maint, Apr-Oct | 273.43 | 45.57 | |
| BACS | Bunwell PCC | Annual Churchyard Maint Donation | 1,000.00 | | |
| | M Ridgwell | Zoom Rental | 14.39 | 2.40 | |
| BACS | M Ridgwell | Apr Sal & Exps | 221.20 | | 48.80 |
| TOTAL | | | 1,509.02 | 47.97 | 48.80 |
| PLUS Receipts this month | | | 9,116.93 | | |
| BALANCE C/FWD | | | £17,083.02 | | |

CASHBOOK BALANCE: 03.05.2021

| Details | | CR | DR | |
|---|----------|-----------------|-----------|------------------|
| Cash Book Balance Brought Forward (Barclays Saver A/c & Unity) | A | 9,475.21 | | |
| Receipts this month (listed above): | B | 9,116.93 | | |
| Payments this month (listed above): | C | | 1,509.02 | |
| Cash Book Balance Carried Forward (=A+B-C) | | | | 17,083.12 |
| Barclays Savings A/c balance | | | | .10 |
| Unity Balance | | | | 17,083.02 |
| TOTAL CASH IN BANK: | | | | 17,083.12 |

DRAFT