

**Minutes of the Rackheath Community Council Meeting  
Of Tuesday 19<sup>th</sup> April 2022 at 7.00p.m.  
At The Pavilion, Green Lane West, Rackheath, NR13 6LT**

**Present:** Pippa Nurse (Vice Chair), Brian Gardner, Chris Yates, Joel Whymark, Tracy Buckley

**In Attendance:** Anne Tandy Parish Clerk & Responsible Financial Officer

**Members of the Public:** 2

1. Apologies for absence were received from Fran Whymark and Julie Hunt. **All approved.**
2. There were no declarations of interest for items on the agenda.
3. The meeting was adjourned for Public Participation:

**Report from District/County Councillor**

Local residents are generously offering their 'Homes for Ukraine'. NCC and Broadland District Council (BDC) are supporting families who have been issued a visa and a home. The host family will be offering the Ukrainian family a home for at least six months but this could be much longer, the visas last for three years. Anyone who has seen the terrible damage inflicted upon Ukraine will see that many areas have no homes to return to, or schools and hospitals. BDC Housing Standards and Help Hub will visit homes to ensure they are suitable for the Ukrainian family and that the host family understand their responsibilities. NCC will ensure DBS checks are undertaken and will coordinate health care, social care and education for the families.

NCC wants to hear from small to medium sized businesses (SMEs) supporting the rural economy. The DRIVE (Delivering Rural Investment for Vital Employment) programme has already awarded over £500k to rural business of the £3m available. DRIVE will offer businesses 12 hours of mentoring to create project and business plans. Applicants can apply for business grants between £5k and £30k, up to 40% of project costs. Existing or new businesses can apply to grow their business and workforce, aiming to employ 3 new members of staff in the first 3 years of trading. All applications are assessed on an individual basis before you are assigned a business mentor. For more information go to: [www.driveforbusiness.co.uk](http://www.driveforbusiness.co.uk)

4. The minutes of the Community Council meeting of **Tuesday 15<sup>th</sup> March 2022** were received. The Council **approved** these as a correct and accurate record of the meeting.
5. **The Clerk reported matters arising from the last meeting:**
  - 155a The oak tree has been planted courtesy of Brian and the plaque has been collected.
  - 158b Confirmation is still needed from BDC planning that the car park reinstatement at the Pavilion will not need an application to be made.
6. **Green Infrastructure Projects**
  - a. Helen Sibley, Green Infrastructure Officer, Broadland District Council discussed possible projects and funding available to Rackheath. There is a fund of £16,000 available for enhancing existing areas or improving linkages. It was proposed by Council that a link path is installed in Jubilee Park to join up from the existing path to the park entrance at Wilkinson Road. **All agreed** to this project going ahead. Helen will make the arrangements. A proposal for a cycle way between the Norfolk Homes development on Green Lane West, across to Newman Road could be funded through a separate allocation of CIL money which Broadland District Council would bid for. **All agreed** for Helen to pursue this project also.

7. The location for the Covid Plaque, presented to the village was proposed for the village sign outside Holy Trinity Church. **All agreed.**
8. **HRH Platinum Jubilee Plans update**  
An update on the actions for this event was provided and a list of outstanding tasks is to be sent to the lead organiser Paula Lowe.
9. **Planning Applications:**
  - a. 202220473  
Description: Variation of condition 2 of 20191590 to allow for removal of partial hip and omit render to gables for cement fibre cladding (white)  
Location: 55 Salhouse Road, Rackheath, NR13 6PD  
Application Type: Removal/Variation of a condition (S73)  
Comments: No objections.
  - b. 20220515  
Description: Erection of 2 No dwellings  
Location: Old School Playing field, Green Lane West, Rackheath, NR13 6LU  
Application Type: Full Planning  
Comments: No objections.
  - c. Open Space Management on new developments and in particular Mahoney Green was discussed with regard to the Council taking over responsibility for open spaces and providing grass cutting, waste bins and play equipment. It was proposed that all new developments are to be on by this Council going forward, starting with the Mahoney Green and GT16 sites. Existing developments to be tendered for, by the Council, at the appropriate time. **All agreed.**
  - d. A new date to meet with Taylor Wimpey to discuss the Rackheath Masterplan was agreed as Tuesday 24 May at 7.00pm. The Clerk to arrange this.
10. **The Pavilion and Stracey Playing Field**
  - c. It was proposed that in light of information from Wroxham Youth Football Club regarding the number of training sessions taking place in Rackheath, the fees be amended up to the end of the 2021/22 season. **All agreed.**
  - d. The increase of £3.36 +VAT per week in the cleaning costs due to the increase in Living Wage and fuel costs was **agreed.**
  - e. The option of offering exclusive use of the Pavilion to any regular hirers who request it was considered. It was proposed that as a community facility all groups and hirers are welcome to run classes and the matter of not offering exclusivity would be written into the Terms and Conditions.
11. **November Fireworks Event**
  - a. It was resolved that this will not go ahead in 2022 as there are insufficient members on the Council to make it viable to organise another event at this time. **All agreed.**
12. **Accounts**
  - a. The payments for April 2022 were **approved** (appendix 1)
  - b. The monthly bank reconciliation to 31<sup>st</sup> March 2022 was **noted.**
  - c. The receipts for March 2022 were **noted.**
  - d. To note the cost of £30.00 inc to repair a roof leak at the Old Dr's Surgery **was noted.**
  - e. To note the cost of £54.50 inc to repair the outside tap at the Pavilion **was noted.**
  - f. To note the cost of £65.00 inc to repair the main door restrainer at the Pavilion **was noted.**
13. **Policy Review**
  - a. The Safeguarding Policy was reviewed. There were no changes at this time. **All approved.**
14. **To receive correspondence and agree response (if any)**
  - Email from Anglian Water outlining work to install new infrastructure along the NDR through Rackheath.

- Email from Norfolk Police: Invite to the next virtual Priority Setting Meeting for Wroxham, Rackheath & Salhouse.
- Email from Broadland District Council giving details of the: Love Local, Spend Local campaign
- Email from Broadland District Council inviting attendance at the next 3 Town and Parish Council Forums on 11th May 2022, 10th June 2022 and 11th July 2022
- Email from Norfolk ALC inviting attendance at the next meeting with the Police and Crime Commissioner on 20th April 2022.
- Email from Norfolk Police: The PCC's new Police, Crime and Community Safety Plan

**15. Items for publication/media and items for the next Annual Community Council meeting on Tuesday 10<sup>th</sup> May 2022**

- Jubilee update
- Green Infrastructure
- GT16 Masterplan
- Open Space Management

The Meeting concluded at 20.43

**Rackheath Community Council**  
**PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
7	Platinum Jubilee	01/04/2022		Parish Council	BACs	Memorial Plaque	CIM	S	35.00	7.00	42.00
8	Event/Youth Fund	01/04/2022		Parish Council	BACs	Fireworks	The Firework Emporium	S	1,666.67	333.33	2,000.00
2	NEST Pension	08/04/2022		Parish Council	BACs	Pension Contributions	Nest Pension	X	169.30		169.30
1	PAYE & NIC	11/04/2022		Parish Council	BACs	PAYE & NI	HMRC	X	81.67		81.67
3	Admin & Office Expenses	13/04/2022		Parish Council	Direct Debit	GDPR Registration	Information	X	35.00		35.00
5	Repairs, Renewals and	19/04/2022		Parish Council	BACs	Pavilion Maintenance	PJH Property	X	65.00		65.00
10	Repairs, Renewals and	19/04/2022		Parish Council	BACs	Pavilion Maintenance	PJH Property	X	54.50		54.50
20	Admin & Office Expenses	19/04/2022		Parish Council	BACs	Stationery - stamps	Anne Tandy	E	10.20		10.20
4	Pavilion Cleaning	19/04/2022		Parish Council	BACs	Pavilion cleaning	Heritage Contract	S	220.48	44.10	264.58
6	Annual Inspection	19/04/2022		Parish Council	BACs	Fire Risk Assessment	APF Safety Services	S	308.04	61.61	369.65
19	Pavilion Utilities	19/04/2022		Parish Council	BACs	Internet & Phone	Virtual Landline	S	4.96	0.99	5.95
21	Pavilion Fixtures and	19/04/2022		Parish Council	BACs	Padlock	Amazon EU	S	17.92	3.58	21.50
9	Hedge Cutting (Stracey	19/04/2022		Parish Council	BACs	Hedge Cutting	Darrell Starkings	S	220.00	44.00	264.00
11	All-Saints Church Grass	19/04/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	19.66	3.93	23.59
12	Grounds	19/04/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	91.00	18.20	109.20
13	Grounds	19/04/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	28.92	5.78	34.70
14	Jubilee Park Grasscutting	19/04/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	217.08	43.42	260.50
15	Jubilee Park Play	19/04/2022		Parish Council	BACs	Play equipment inspection	Garden Guardian	S	18.17	3.63	21.80
16	Grounds	19/04/2022		Parish Council	BACs	Pitch Line Marking	Garden Guardian	S	119.38	23.88	143.26
17	Grounds	19/04/2022		Parish Council	BACs	Pitch Line Marking	Garden Guardian	S	138.89	27.78	166.67
23	Platinum Jubilee	19/04/2022		Parish Council	BACs	Jubilee Tree posts	Salhouse Garden Centre	S	16.63	3.33	19.96
18	Pavilion Utilities	25/04/2022		Parish Council	Direct Debit	Electricity	British Gas	S	634.60	126.92	761.52
22	Admin & Office Expenses	26/04/2022		Parish Council	Direct Debit	Internet & Phone	plusnet	S	28.79	5.76	34.55
<b>Total</b>									<b>4,201.86</b>	<b>757.24</b>	<b>4,959.10</b>