

**Minutes of the Rackheath Community Council Meeting
Of Tuesday 17th January 2023 at 7.15p.m.
At The Pavilion, Green Lane West, Rackheath, NR13 6LT**

Present: Pippa Nurse (Chair), Brian Gardner, Fran Whymark, Julie Hunt, Nicola Kerr

In Attendance: Anne Tandy Parish Clerk & Responsible Financial Officer

Members of the Public: 2

- 141.** Apologies for absence were received from Joel Whymark and Paula Lowe. **All approved.**
- 142.** Declarations of interest were received from Julie Hunt in relation item 154.
- 143.** Two members of the community have expressed an interest in joining the Council. The process of co-option is being followed and it is hoped that this will be progressed at the next meeting.
- 144.** Item taken early.
A report from Rackheath Vets on the opening of their new facilities on the industrial estate
Opening on 30th January 2023. Open day 19th February 2023. A new surgery which operates independently and not part of a corporate group. They take an enabling approach for those who are neuro diverse to work with animals which is proven to be beneficial for all. The plan is to expand into the bathroom store in the coming years. There will be a staff of 25 people to start off. The location is ideally located to provide an independent veterinary service. The veterinary staff are very experienced. Emergency service will be located at Westover Vets in North Walsham. There is no catchment area, clients can come from anywhere. They will deal with a variety of household pets. The issue of the bus route on GLW was raised as this is considered to be needed to assist those without access to their own transport to use the vets.
- 145.** To adjourn the meeting for public participation and receive reports from the District Councillor

Pathfinders

An American party will be visiting in September 2023 and lots of activities are programmed to take place, including a visit to Rackheath Hall. Council will be updated with the plans for the visit when finalised.

District and County Councillors Report

Bus 5b will now run into the evenings to allow transport back from the city at night. It needs to be used or it may be withdrawn.

NCC voted to go forward in principle with a county deal. Like other devolved areas additional money and powers would then be available bringing in over £600 million pounds over the next few years. There would also be scope for additional money for Highways projects, adult education etc. If agreed by NCC there will be a vote in May 2024 to nominate a leader who would appoint a cabinet.

BDC - Temporary housing is hugely expensive so agreement has been reached for £1.6 million to be used to purchase 42-unit accommodation for this purpose. This will save £2million being spent on temporary accommodation over the next 2 years.

- 146.** The minutes of the Community Council meeting of **Tuesday 20th December 2022** were received and approved as a correct and accurate record of the meeting.

147. To report progress on items not on the agenda from the last meeting (Clerk's Report)

- It was reported that the Lottery Grant application had been successful which is allocated to providing disco lighting, sound system, projector, screen, additional sound panels and mirrored wall. This will be a huge benefit to all hirers and provide a good selling point to attract new business.
- Sally Hoare at Broadland District Council has agreed to set up a meeting with the view of creating a more holistic approach across parishes for facilities, particularly leisure. Pippa and Brian have agreed to attend.
- Wroxham Youth Club played a match at the Pavilion on Boxing Day. This was not booked and an invoice will be raised.

148. Newman Road Woods

A proposal by BDC to provide the funds for RCC to purchase the disputed strip of land following the formal adoption of the woods was considered. Once details of this proposal have been received in writing the Council will agree to move forward with the land transfer. Adjourned to the next meeting in February 2023.

149. Pavilion / Stracey Sports Park

- a. An update was given on the tree planting project at Stracey Playing Field. Once the grant application to BDC has been considered an alternative date to the 28th January 2023 will be agreed.
- b. An update on the reinstatement of the car park at Stracey Playing Field reported that the tree reduction by NCC is still awaited.
- c. An update on the progress of repairing flood damage in the football changing rooms reported that the insurance assessor has recommended a Drying Technician be employed. This has been completed and confirmed that everywhere is now dry so the contractors can come in and carry out the remedial work.
- d. Quotes for the installation of CCTV at the Pavilion using CIL funding were considered. It was agreed to invest in a more comprehensive system which increases the security of the building and supports staff and hirer safety. Further quotes to be obtained.
- e. The fees for the bowls club for the 2023 season were reviewed in light of reduced numbers of teams and players. It was proposed that the room hire is reduced by 50% to £250.00.

150. Planning Matters:

The planning report of applications, decisions and those dealt with under delegated powers was noted.

151. Neighbourhood Plan

To hear a report from the Rackheath Neighbourhood Plan Review Steering Group following their meeting on 5th January 2023.

- Two streams of funding available 1) National Locality scheme (up to £10k), however the dates for submission and use of funds do not fit within the calendar of our review unless we wait until next financial year 2) Funding from BDC (£3K-6K dependant on referendum need) to be looked at.
- Next meeting is not at the Pavilion but is being held online.
- There may be some events by BDC to support Councils with reviewing plans.
- Consultants to be pursued to support this project.
- News leaflet being drawn up to promote projects including Neighbourhood Plan review. A budget of £150.00 was agreed to have these printed and the Council will share the delivery.
- Fran noted that wording in the plan such as 'enclave' should be removed.
- Request for Councillors to research other parish's plans to provide ideas. Design statements seem more prevalent.
- Forge working relationship with Plumstead to look at the Medical Centre development.
- Next meeting 9th February 7-9pm at the Pavilion.

152. Finances

The amendments to the Financial Regulations in respect of the application for a Credit Card were **approved**.

153. Jubilee Park

An update on the project to install lighting on the footpath alongside HTC and extending through Jubilee Park reported that the original contractors have been invited to requote and one of these has booked a site visit.

154. Council Grant

A grant application from the Special Educational Needs Network was considered. In line with the Councils Grant Policy £50.00 will be awarded in this financial year. **All agreed.**

155. Defibrillator

The acquisition of a new defibrillator for outside the primary school using grant funding was **approved**. This along with the Post office and Pavilion defibrillators will be managed by the Community Council

156. Grounds Maintenance

An update on work undertaken on tree maintenance reported that this has now been completed across the village.

157. Coronation Event

Plans for the community event were discussed and it was agreed that the picnic will commence at 4.00pm, with an entertainer between 5-8pm and fireworks at from the school field at 9.15pm. Suggestion for FORS to run refreshment/games/cake, stall. Reach out to other community groups to use the opportunity to fund raise. A budget for fireworks set at £2,500.00. **All agreed.**

158. Play Equipment

The Jubilee Park project is currently out to tender and the deadline is 14th February 2023. One site visit has been completed and there are two more arranged for Thursday 19th January at 11.30am and Monday 23rd January at 11.00am. The working group will meet on 15th February 2023 to open and review tenders.

159. Council Meeting Dates

The dates of meetings for 2023 including the Annual Parish Meeting on 28 March 2023 and the Annual Meeting of the Community Council on 16 May 2023. All other meetings will be on the third Tuesday of each month with occasional variations which will be agreed nearer the times.

160. Accounts

- a. The payments for January 2023 were approved. **All agreed.**
- b. The monthly bank reconciliation to 31st December 2022 was noted.
- c. The receipts for December 2022 were noted.
- d. The 3rd quarter budget report was received.
- e. The purchase of a 22" monitor for use by the Clerk to help with detailed documents including maps and plans at a cost of £74.99 +VAT was **approved**. A maximum budget of £100.00 was **agreed**.

161. To receive correspondence and agree response (if any)

- Norfolk & Waveney Mind with details of services available – *added to Council social media*
- Norfolk Tree Council Broadsheet 213
- NPTS January Subscriber News
- BDC invite to Town and Parish Council Forum – 18 January 2023
- NPTS Training Update

162. Items for publication/media and items for the Community Council meeting on Tuesday 21st February 2023.

- Locate Councils gazebo.

The Meeting concluded at 21:27

Rackheath Community Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
214	PWLB Loan Repayments	03/01/2023	Parish Council		Loan	PWLB	X	2,399.10		2,399.10
216	Admin & Office Expenses	03/01/2023	Parish Council		Microsoft 365 subscription	Anglian internet	S	46.00	9.20	55.20
213	NEST Pension	09/01/2023	Parish Council		Pension Contributions	Nest Pension	X	152.11		152.11
217	Pavilion Cleaning	17/01/2023	Parish Council	BACs	Pavilion cleaning	Heritage Contract	S	47.00	9.40	56.40
218	Pavilion Cleaning	17/01/2023	Parish Council		Pavilion cleaning	Heritage Contract	S	235.04	47.01	282.05
215	Annual Inspection	17/01/2023	Parish Council	BACs	Fire Alarm and Emergency	1st Class Fire Protection	S	100.00	20.00	120.00
221	Repairs, Renewals and	17/01/2023	Parish Council		Drain Unblocking	Blockbuster Drain	S	100.00	20.00	120.00
222	Grounds	17/01/2023	Parish Council		Grass cutting	Garden Guardian	S	263.44	52.69	316.13
222	Grounds	17/01/2023	Parish Council		Grass cutting	Garden Guardian	S	97.83	19.57	117.40
222	Grounds	17/01/2023	Parish Council		Grass cutting	Garden Guardian	S	31.25	6.25	37.50
222	Jubilee Park Grasscutting	17/01/2023	Parish Council		Grass cutting	Garden Guardian	S	233.33	46.67	280.00
222	All-Saints Church Grass	17/01/2023	Parish Council		Grass cutting	Garden Guardian	S	23.58	4.72	28.30
219	Tree Maintenance	17/01/2023	Parish Council		Tree maintenance	Crown Tree Services	S	1,300.00	260.00	1,560.00
227	PAYE & NIC	17/01/2023	Parish Council		PAYE & NI	HMRC	X	97.15		97.15
227	PAYE & NIC	17/01/2023	Parish Council		PAYE & NI	HMRC	X	12.21		12.21
224	Pavilion Utilities	17/01/2023	Parish Council		Internet & Phone	Virtual Landline	S	4.96	0.99	5.95
223	Office	17/01/2023	Parish Council		Office Furniture	Furniture@Work Limited	S	953.00	190.60	1,143.60
228	Office	19/01/2023	Parish Council		Office Equipment	Ebuyer (UK) Limited	S	77.90	15.58	93.48
229	CIL Income	19/01/2023	Parish Council		PV Panels	Green Solar Footprint	X	3,225.00		3,225.00
220	Pavilion Utilities	26/01/2023	Parish Council	Direct Debit	Pavilion Electricity	British Gas	S	704.36	140.87	845.23
231	Admin & Office Expenses	26/01/2023	Parish Council		Internet & Phone	Focus Group	S	25.43	5.09	30.52
226	Booking Assistant Salary	31/01/2023	Parish Council		Salary	Hannah Lawrance	X	325.00		325.00
225	Clerk's Salary	31/01/2023	Parish Council		Salary	Anne Tandy	X	1,030.59		1,030.59
Total								11,484.28	848.64	12,332.92