

**MINUTES from the Rackheath Community Council Meeting on Monday 20th January 2025 held at**

**The Pavilion, Green Lane West, Rackheath NR13 6LT at 7pm**

Councillors in attendance: Pippa Nurse (Chairman), Julie Hunt, Nicola Kerr, Steve Nurse and Fran Whymark

Apologies: Sharon McKim

Clerk: Aileen Beck Assistant Clerk: Daniel Futter

Members of the public: 0

1. **To consider any apologies for absence**

Apologies accepted from Sharon McKim

1. **To receive declarations of interest and consider dispensations for items on the agenda**

None

1. **To adjourn the meeting for public participation and receive reports from the District & County Councillors**

No public participation

Fran reported that Norfolk County Council are proposing a Council Tax increase in line with the Government's cap of 4.99% (2.99% for general Council Tax and 2% for the adult social care precept). This would increase the county council's share of band D bills from £1,516.95 to £1,592.64. It is likely that Broadland District Council will raise its share of the council tax by £5 for Band D properties.

The English Devolution White Paper covers government reorganisation: county and districts to be replaced by unitary authorities within 5 years. No decision has yet been made about whether Norfolk County Council and Suffolk County Council should be placed in a priority group. If so, there is likely to be mayoral elections in 2026 and county elections likely to be deferred by a year.

Fran is now the Norfolk County Council Cabinet member for public health and wellbeing.

1. **To agree and approve the minutes of the Rackheath Community Council meeting of 16th December 2024**

The minutes of the Rackheath Community Council meeting held on 16th December 2024 were amended at 7c to name Norfolk County Council as the lead local flood authority, then agreed as a true record and signed by the Chair.

1. **To receive the Clerk’s report (to report progress on items not on the agenda from the last meeting, any correspondence received plus ratification of delegated decisions and agreement of Pavilion maintenance)**

Training agreed: Clerk and Assistant Clerk to attend NPTS Spring Update at a cost of £56 per person. Assistant Clerk to be booked onto a Playpark Inspection course with Community Action Norfolk at a cost of £60.

Village book: Full page article to advertise the Pavilion to be included in the February/March edition.

Delegated decisions: Gasway (hot water system) £512.25 plus VAT noted and agreed by Council.

Maintenance spend within budget: Replacement electrode pads for two defibrillators £140 plus VAT and Scribe healthcheck at £59 plus VAT agreed.

Pavilion matters: Quotes from Cookes to repair kitchen hatch agreed at £546.90 plus VAT (Assistant Clerk to look into other companies should other work be required in the future); First Class Fire Protection Ltd quote of £1,550 plus VAT to replace one internal and seven external lights agreed. Clerk awaiting quotes for work required in Away changing room – to be agreed at the next meeting if over and above the delegated authority financial limits.

Resident enquiry about possibility of a footpath between Back Lane and the Hilltop Café: it is understood that there is no Highways land available for use as a footpath alongside the road as all land in that area is privately owned so no schemes can be implemented without the consent of the landowner.

Enquiry received to host the yr6 Rackheath Primary School leavers party – Clerk to liaise with the chair of the Friends group.

Norfolk ALC: correspondence received regarding restructuring, council agreed no response required.

1. **To discuss the following projects, including agreement to incur costs where necessary:**

Playspace at Princes Park – awaiting further details about the transfer to be able to obtain a quote from solicitors to act in the transfer of ownership. Offer of site meeting accepted to view equipment/space.

Installation of new toddler unit at Jubilee Park ongoing – installation and surfacing due to be carried out this week. Post Installation Inspection cost of £275 plus VAT agreed (payable from s106 funds)

Newman Road woods - council asked Clerk to liaise with BDC to see if additional parcel can be incorporated in the transfer and red line drawn to reflect actual boundaries.

1. **Planning Matters**

To note the Neighbourhood Plan consultation ended on 6th January 2025 and meetings arranged for the Steering Group to consider the comments submitted and discuss any amendments/revisions that may be required.

1. **Accounts and Finance**
2. The following payments for January 2025 were agreed:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Company** | **Services** | **Net £** | **VAT £** | **Gross £** |
| APC Pest Control | Mole catching - year to November 2025 | 560.00 | 112.00 | 672.00 |
| Voxi | SIM | 10.00 | 0.00 | 10.00 |
| Flawless Cleaning Norfolk Ltd | Hygiene Unit waste collection | 122.20 | 24.44 | 146.64 |
| 1st Class Fire Protection Ltd | 6 monthly Fire Alarm & Emergency Light Service | 150.00 | 30.00 | 180.00 |
| Wicksteed | Cableway at Jubilee Park | 13,572.94 | 2,714.59 | 16,287.53 |
| Virtual Landline | virtual landline | 5.42 | 1.08 | 6.50 |
| Parish Online | Parish Online | 80.00 | 16.00 | 96.00 |
| Cooks | Emergency call out - brake issue | 212.00 | 42.40 | 254.40 |
| Garden Guardian | grounds maintenance | 593.98 | 118.80 | 712.78 |
| Flawless Cleaning Norfolk Ltd | Commercial cleaning | 414.92 | 82.98 | 497.90 |
| Gasway Commercial | Hot water system repairs | 296.03 | 59.21 | 355.24 |
| Gasway Commercial | Hot water system repairs | 216.22 | 43.24 | 259.46 |
| gov.uk | HMLR title plan (Newman Road woods) | 7.00 | 0.00 | 7.00 |
| DM Payroll | payroll services | 66.00 | 0.00 | 66.00 |
| Schema Engineering Ltd | services under fee agreement | 500.00 | 100.00 | 600.00 |
| British Heart Foundation | replacement defib pads | 140.00 | 28.00 | 168.00 |
| Anglian Internet | Office 365 + Email | 72.00 | 14.40 | 86.40 |
| Eon | Jubilee Park lighting | 31.79 | 1.59 | 33.38 |
| Eon | Pavilion electricity | 892.84 | 178.57 | 1,071.41 |
| Focus | telephone and internet | 84.01 | 16.80 | 100.81 |
|  | Salaries/PAYE/pension | 4,130.99 |  | 4,130.99 |
|  |  | **22,573.26** | **3,667.08** | **26,240.34** |

1. The receipts for December 2024 were bank interest of £4,093.49, Neighbourhood Plan grant of £750, Pride in Place grant of £150 and net hire income of £1,323.45.
2. The monthly bank reconciliation to 31st December 2024 gives a balance of £987,619.09.
3. The clerk’s finance report and associated policies and actions were considered: the policies and procedures are to be reviewed next month; application completed to open a new current account and deposit account with an alternative provider. New earmarked reserves to be set up.

**Council RESOLVED that in accordance with the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded during consideration of the following items due to their confidential nature**

1. **To consider additional information relating to potential projects**

Ongoing project discussed and a course of action agreed. An alternative project raised; further information to be sought and circulated when available.

Meeting closed 9.20pm

