

**Minutes of the Rackheath Community Council Meeting
Of Tuesday 20th December 2022 at 7.15p.m.
At The Pavilion, Green Lane West, Rackheath, NR13 6LT**

Present: Julie Hunt (Vice Chair), Brian Gardner, Joel Whymark, Nicola Kerr, Paula Lowe

In Attendance: Anne Tandy Parish Clerk & Responsible Financial Officer

Members of the Public: 0

124. Apologies for absence were received from Pippa Nurse and Fran Whymark. **All approved.**

125. Declarations of interest were made by Nicola, for item 130b ii, iii & v Gamble Plant (Norfolk) Limited appeal application and Julie Hunt for item 139 SEN donation.

126. The meeting was adjourned for Public Participation:

District Councillors Report

Norfolk have begun the process of progressing a 'County Deal'. Put simply this will enable local decisions to be made locally, not by central government. With devolved powers will come finance, initially £600m over the next 30 years, to providing infrastructure. There will also be further money for transport, housing and regeneration. There will be a public consultation and you can sign up for regular updates at countydeal@norfolk.gov.uk. For more information go to www.norfolk.gov.uk/norfolkcountydeal.

I also wanted to remind residents that the Broadland Help Hub is there if you are struggling to pay the bills, have housing problems or just need some advice. You can call: 01603 430431; email: helphub@southnorfolkandbroadland.gov.uk or go to: www.southnorfolkandbroadland.gov.uk/help-hub-1. Our message to all our residents is, help is there for you, just call us and we will do everything we can to support you.

127. The minutes of the Community Council meeting of **Tuesday 22nd November 2022** were received and **approved** as a correct and accurate record of the meeting.

128. Pavilion / Stracey Sports Park

- a. The date to carry out the planting at Stracey Playing Field has been provisionally agreed as 28th January 2023 with 4th January 2023 as a back up. Refreshments will be provided for the volunteers.
- b. It was proposed that four hours free hire be given to a local party planner to facilitate the promotion of the Pavilion Hall and provide some event set ups to be used for marketing the venue. **All agreed.**
- c. A proposal for PVR panels for the Pavilion using CIL money and a grant from BDC was considered and a quote for panels without battery storage was agreed with Green Solar Footprint at a cost of £12,900.
- d. Proposed Football Pitch Maintenance Grant's have been put forward to the Council. However, due to a low number of Councillors and other projects being undertaken, it is not possible to consider this at the current time and will be deferred until later in 2023.

129. Planning Matters:

- a. The planning report of applications, decisions and those dealt with under delegated powers **was noted.**
- b. The following planning applications were considered:
 - i. Application Number: **20221904**

Description: Variation of condition 2 of planning permission 20211919 - variations to the approved plans

Location: 1 Wendover Road, Rackheath, NR13 6LH

Application Type: Removal/Variation of a condition (s.73)

Comments: no objections.

ii. Application Number: **20221920**

Description: Single storey side and rear extension with alterations.

Location: Park Gardens, Rackheath Park, Rackheath, NR13 6LP

Application Type: Householder

Comments: no objections.

iii. Application Number: **20221942**

Description: Replacement of existing single glazed french doors & side windows with double glazed copies (Listed Building)

Location: Apartment 7 Rackheath Hall, Rackheath Park, Rackheath, NR13 6LP

Application Type: Listed Building Application

Comments: no comments.

iv. Application Number: **20221957**

Description: Storage of caravans.

Location: Land to North of Sam Smith Way, Rackheath, NR13 6TB

Application Type: Full Planning

Comments:

- The Council's previous submission for planning application no: 20210478 should be considered along with the following points:
 - Application plans don't show the full extent of the housing development through which access is required.
 - Some bends in the road are quite tight for manoeuvring caravans
 - The roads are private and maintenance is paid for by residents.
 - The road is not wide enough for larger vehicles and kerbs could be damaged.
 - Better use of this space would be as a community green open space.
 - Concerns that the site should be Safeguarded against other forms of storage in the future.

v. Appeal Number: **APP/X2600/C/22/3310971**

Description: Appeal of Enforcement Notice Ref: ENF/1783/EN

Location: Gamble Plant (Norfolk) Limited, Lant at Salhouse Road, Rackheath, NR13 6LD

Comments: The submission made to the Inspectorate Appeal, November 2022 is still relevant to this application and the Council supports the enforcement notice raised by NCC.

130. Finances

- a. The budget for 2023/24 was considered and **approved**.
- b. The precept for 2023/24 was **approved** at £53,612.00 an increase to Band D of £1.40.
- c. A proposal for the application of a Barclays Business Credit Card for online payments was considered. This was approved with a spending limit of £500.00 and the Clerk will update the Financial Regulations and Standing Orders to be presented at the next meeting of the Council and the Credit Card will not be used until this has been completed. **All approved**.

131. Jubilee Park

- a. Quotes for installation of a new footpath at Jubilee Park using Green Infrastructure funding were presented to the Council and it was agreed to award the contract to GB Driveways Ltd at a cost of £10,800 +VAT.
- b. It was proposed that the existing lighting in Jubilee Park is extended as far as Willoughby Way to make the open space safer and more useable, as part of the improvements needed to the footpath beside HTC. Further quotes to be obtained for this.

132. Play Equipment Project

A draft tender for the procurement and installation of play equipment at Jubilee Park was considered. Amendments to some of the terms were proposed and **agreed**. The timetable was agreed and the tender will be published on the Government's Contract Finder website.

133. Dog Waste Bins

BDC have confirmed which bins are the responsibility of the Community Council and will therefore need to be repaired/replaced. This totals three replacement bin lids costing £44.16 +VAT and two new posts costing £54.99 +VAT each and two complete new bins and posts at a cost of £135.00 +VAT each. Approved spend to be taken from the budget. **All agreed.**

134. Christmas Tree

A proposal for an artificial Christmas tree for the Pavilion Hall was considered. Julie has one which she will donate.

135. Grounds Maintenance

The proposal of a tree maintenance contract for the Parish to include regular inspections and tree maintenance was considered. It was agreed to award the contract to Crown Tree Services at a first year cost of £400.00 +VAT and then bi-annual surveys of £400.00+VAT. Immediate maintenance was approved at a cost £1,300.00.

136. Accounts

- a. The payments for December 2022 were reviewed and approved.
- b. The monthly bank reconciliation to 30th November 2022 was noted.
- c. The receipts for November 2022 were noted.
- d. The new Broadband Contract from December 2022 for £41.00 +VAT per month was approved. This is an increase but is a fixed rate for 3 years.
- e. The purchase of 2x Tambour Cupboards at a cost of £966.00 +VAT for the Community Office was approved.

137. Policy Review

- a. The Health and Safety Policy was reviewed and approved.
- b. The Snow and Ice Policy was reviewed and approved.

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

- Invitation to the Town and Parish Council Forum 28th November 2022
- Broadland Tree Council Broadsheet 212 – December 2022
- Invitation to the Broadland Tree Council AGM on 25 January 2022
- Norfolk Parish Training and Support training update
- Request from Norfolk SEN Network for a grant towards the cost of supporting children and families. Application should be submitted for the next meeting on 17th January 2023 for consideration.
- Norfolk Police invitation to the Priority Setting meeting on 15 December 2022

139. Items for publication/media and items for the Community Council meeting on Tuesday 17th January 2023.

- Rackheath Vets attending short presentation about the new vets.
- Consider CCTV
- Agree next years meeting dates.

140. Matters arising moved from earlier in the meeting.

It was reported that the Pavilion changing rooms suffered a major flood at the weekend which was discovered at 8.00am on the morning of Monday 19th December. A clean up was undertaken and the pipework fault has been rectified. Dehumidifiers are now on site to dry out and an insurance claim has commenced. It is likely

that the changing rooms will be out of use for several weeks. There is no football scheduled over the Christmas period but arrangements will need to be made for the New Year.

The Meeting concluded at 21:21

**Rackheath Community Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
193	05/12/2022		Parish Council	BACs	Entertainer Deposit	Moore Madness	X	50.00		50.00
187	09/12/2022		Parish Council	Direct Debit	Pension Contributions	Nest Pension	X	204.73		204.73
194	20/12/2022		Parish Council	BACs	Dog & Litter bin collection	Broadland District	S	1,383.20	276.64	1,659.84
195	20/12/2022		Parish Council	BACs	Dog & Litter bin collection	Broadland District	S	1,580.80	316.16	1,896.96
198	20/12/2022		Parish Council	BACs	Pavilion cleaning	Heritage Contract	S	235.04	47.01	282.05
197	20/12/2022		Parish Council	BACs	Payroll Services	DM Payroll Services Ltd	X	88.00		88.00
205	20/12/2022		Parish Council		Water	Wave-Anglian Water	X	141.00		141.00
201	20/12/2022		Parish Council	BACs	Microsoft 365 subscription	Anglian internet	S	46.00	9.20	55.20
199	20/12/2022		Parish Council	BACs	Grass verge cutting	Garden Guardian	S	2,977.00	595.40	3,572.40
200	20/12/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	233.33	46.67	280.00
200	20/12/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	23.58	4.72	28.30
200	20/12/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	263.44	52.69	316.13
200	20/12/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	97.83	19.57	117.40
200	20/12/2022		Parish Council	BACs	Grass cutting	Garden Guardian	S	31.25	6.25	37.50
210	20/12/2022		Parish Council		Pavilion Supplies	Amazon EU UK Branch	S	33.25	6.65	39.90
212	20/12/2022		Parish Council		Office stationery	Amazon EU UK Branch	S	14.92	2.98	17.90
211	20/12/2022		Parish Council		Play equipment inspection	Amazon EU UK Branch	S	8.74	1.75	10.49
209	20/12/2022		Parish Council		Office Equipment	Amazon EU UK Branch	S	9.99	2.00	11.99
208	20/12/2022		Parish Council		Padlock	Amazon EU UK Branch	S	18.32	3.67	21.99
207	20/12/2022		Parish Council		Legionella Thermometer	Amazon EU UK Branch	S	2.91	0.58	3.49
206	20/12/2022		Parish Council		Internet & Phone	Virtual Landline	S	4.96	0.99	5.95
196	22/12/2022		Parish Council	Direct Debit	Pavilion Electricity	British Gas	S	564.17	112.83	677.00
202	23/12/2022		Parish Council		Internet & Phone	plusnet	S	55.12	11.02	66.14
203 &	31/12/2022		Parish Council		Salary		X	1355.79		1355.79
Total								9,423.37	1,516.78	10,940.15