



**You are summoned to attend the Rackheath Community Council Meeting on Monday 1<sup>st</sup> July 2024 to be held at The Pavilion, Green Lane West, Rackheath NR13 6LT at 7.30pm**

## **MEETING AGENDA**

*Aileen Beck  
Rackheath Community Clerk  
25<sup>th</sup> June 2024*

- 1. To consider any apologies for absence and to note the resignation of Brian Gardner**
- 2. To receive declarations of interest and consider dispensations for items on the agenda**
- 3. To adjourn the meeting for public participation and receive reports from the District & County Councillors**
- 4. To agree and approve the minutes of the Rackheath Community Council meeting of 20<sup>th</sup> May 2024**
- 5. To receive the Clerk's report (to report progress on items not on the agenda from the last meeting)**
- 6. To discuss the following projects, including agreement to incur costs where necessary:**
  - a. Newman Road woods and the liberator strip
  - b. Jubilee Park:
    - i. To consider the quotes for repairs to the multi play unit at Jubilee Park
    - ii. To consider actions following vandalism/graffiti on play equipment, benches and surrounding areas
  - c. Jubilee Park lighting:
    - i. To retrospectively agree the new electricity account set up with Eon on a two year fixed deal
    - ii. To receive an update on progress of works
  - d. Stracey Park and the Pavilion:
    - i. To finalise pre-installation details for the play and gym equipment
    - ii. To note work to the car park and drainage work is due to start week commencing 1<sup>st</sup> July 2024
    - iii. To note the hall flooring upgrade is due to start week commencing 1<sup>st</sup> July 2024 and to discuss and agree cost of skirting boards
    - iv. To continue discussions regarding the reinstatement of the rear carpark
    - v. To note that the solar panel project is completed and to consider use of the underspend for another Pride in Place capital project
  - e. To discuss spending of the Clean Up and Bloom grant from Broadland District Council
- 7. Pavilion Matters**
  - a. To discuss extension of the agreement with Social Moments Enterprise to incorporate further hire of the facilities for an additional day/session
  - b. To discuss sporting activities at the Pavilion including:
    - i. Fees for the Wildcat youth football sessions to be held at the Pavilion without use of the toilet facilities
    - ii. To note that adult football arrangements are in place for the forthcoming season
    - iii. Cricket
- 8. Planning Matters**
  - a. To review and comment on Planning Applications
    - i. 2024/1236: Full planning application for the creation of an engineered wetland including associated engineering works & access at Land To The North Of Dobb's Beck Beeston Park Wetland Beeston Park Byway Beeston St Andrew Norfolk

- ii. 20201625: Retrospective consent for a 2-bed holiday lodge and the conversion of part of the existing Simply Soaps workshop to provide 2 further 2-bed holiday cottages including ancillary work at The Retreat Brillig Rackheath NR13 6LP
  - iii. 2024/1526: Self-build/custom build development of 2 no 5 bedroom two storey detached houses at Land To The North Of Sam Smith Way Rackheath Norfolk
  - iv. 2024/1601: pitched roof garage to front elevation at 80 Salhouse Road Rackheath NR13 6AA
  - v. 2024/1603: Demolition of existing single storey brick and flat roof industrial building and replacement with new single storey portal framed storage building at Unit 14D Wendover Road Rackheath Norfolk NR13 6LH
  - vi. 2024/1632: Extension to existing bungalow to form first and second floor accommodation at Fourways 131 Green Lane West Rackheath Norfolk NR13 6PH
  - vii. 2024/1221: Change of use of land and erection of 2 x field study buildings and 4 x nissan huts at Green Lizard Wood Rackheath Park Rackheath Norfolk
  - viii. 2024/1742: Installation of 24m lattice mast lattice mast for rural broadband/business use at 13 Bidwell Road Rackheath Norfolk NR13 6PT
- b. To note feedback from the CPRE Norfolk Flood Management Conference held on 24<sup>th</sup> May 2024
  - c. To agree acceptance of the £3,000 from the Broadland District Council Neighbourhood Grant Scheme and note the £10,000 grant received from Locality for work post 1<sup>st</sup> July 2024

## 9. Accounts and Finance

- a. To note delegated spend report by clerk and chair
- b. To approve the payments for June 2024
- c. To note the receipts for May 2024
- d. To note the monthly bank reconciliation to 31<sup>st</sup> May 2024
- e. To note the Detailed Budget Summary for the year ending 2023/24
- f. To consider request from Milltech Precision Engineering Ltd for help with fundraising and coverage of its Yorkshire 3 Peaks Challenge in August 2024
- g. To receive an update on progress/action with council's long term financial plan

## 10. Annual Governance and Accountability Return 2023/24

- a. To note the report from the internal auditor following their visit on 18<sup>th</sup> June 2024
- b. To discuss and move forward with recommendations made in the report
- c. To approve the Annual Governance Statement before it is signed by the Chairman and Clerk
- d. To approve the Accounting Statements already signed by the Responsible Financial Officer before being signed by the Chairman
- e. To note the period for the exercise of public rights will begin on Monday 1<sup>st</sup> July 2024 and end on Friday 9<sup>th</sup> August 2024
- f. To note that the necessary documents will be available to view on Council's website before 1<sup>st</sup> July 2024

## 11. Risk Assessments

To agree the following revised risk assessments for the following assets:

- a. Jubilee Play Park
- b. Stracey Park Playing Fields
- c. Pavilion

## 12. To receive correspondence and agree on response (if any)

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Community at Heart Awards <https://www.southnorfolkandbroadland.gov.uk/communities/community-heart-awards-2024>

CityFibre – full fibre broadland network to rural areas in Norfolk (part of Project Gigabit)

Parent Champion volunteer training opportunity (NCC Family Hubs)

**The Council may RESOLVE 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**

- 13. To discuss staffing matters including Clerk's overtime
- 14. To discuss request from Social Moments Enterprise
- 15. To consider additional information relating to potential projects

