



# Barsham Parish Council

## Meeting Minutes

Monday 15 January 2021, 7.30pm

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Parish Councillors present: Andrew Ross (Chairman), Stuart Laws (Vice Chairman), Grace Howlett, Robert Fletcher, Jimmy Goodley, Frank Chapman (from item 10.1), Tom FitzPatrick (until item 8.2), Marie Strong (until item 6). Also in attendance: Jodie Bond (Parish Clerk) there were no members of the public.

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**1. To welcome and receive apologies for absence**

Chairman opened the meeting at 7.30pm and welcomed those present.

There were no apologies.

**2. To receive declarations of interest in items on the agenda and consider any requests for dispensations**

There were none.

**3. To approve the minutes of meeting held on 11 January 2021**

The minutes were approved without amendment.

**4. To report progress on items not on the agenda from the last meeting**

- Clerk advised that Cllr Ross and Cllr Howlett are now authorised to make payments online as agreed.
- The textile bank has now been installed in The Barsham Arms pub car park. It was noted that only clothing and paired shoes will be accepted, no sheets or towels. Clerk to make enquiries about what the textiles are used for after they are collected.

**5. Receive reports from Local Police, NCC Councillor and NNDC Councillor, if attending**

Police Newsletters are uploaded onto our website.

[NCC - Cllr Marie Strong](#)

Report can be viewed via [www.barshamandhoughton-parish-council.co.uk](http://www.barshamandhoughton-parish-council.co.uk)

Cllr Laws discussed concerns regarding water running off the highways onto fields, which has been landowner's responsibility in the past. Cllr Laws has 3 fields which are now unfarmable due to the water running off the roads. Cllr Strong suggested contacting Steve White at Highways to attempt to rectify the problem, and to come back to her if problems continue.

Cllr Fletcher, Cllr Goodley and Cllr Ross would also like to receive updates on progress with Highways as they are affected too. There are also ongoing issues with the locations of grits.

Cllr Fletcher mentioned the possibility of digging out dykes to help with excessive rainwater. This should also be discussed with Highways.

Cllr Goodley asked Cllr Strong about the trees next to the Church. Arboriculturists attended site last year to agree and mark which trees would be felled, however there has been no further activity. They are situated approx. 4ft from the edge of the road, some of the trees may be Highway's responsibility, and some may be Cllr Goodley's responsibility. Cllr Strong suggested emailing details of the trees and their location to her and she will put Cllr Goodley in touch with the relevant contact at NCC.

Cllr Goodley has been contacted by some local residents who believe they will be receiving super-fast broadband. Cllr Strong has asked for the residents contact details so that she can investigate this and advise.

NNDC - Cllr T. FitzPatrick

Report can be viewed via [www.barshamandhoughton-parish-council.co.uk](http://www.barshamandhoughton-parish-council.co.uk).

Cllr Laws enquired about an update on the Cherry Tree roundabout. However there is still no planning application as the design has not yet been submitted.

**6. Open forum for Public Participation: an opportunity to hear from members of the public**

There were none.

**7. Slipper Chapel Developments**

There were none.

**8. Open spaces**

8.1 SAM2 update

Walsingham PC have kindly offered to include the two agreed locations within their SAM2 rota.

SAM2 Data as follows:-

Location: Barsham Hill (21 February – 10 March)

85th Percentile Speed = 54.6 mph

85th Percentile Vehicles = 7,681 counts

Max Speed = 95.0 mph on 06/03/2021 21:00:00

Total Vehicles = 9,037 counts

Cllr FitzPatrick suggested using the above data to present to our local police constable to encourage them to send out a patrol to set a speed trap. Cllr Strong also suggested contacting the new police inspector and expressing our concerns about the speeding in the area. Clerk to action.

8.2 Defibrillator update

It was agreed to consider fundraising options in the Summer.

**9. Planning Matters**

9.1 To receive results of applications

PU/20/1885 Chicken Shed | Land South of Water Lane, Great Snoring

Change of use of agricultural building to 5 dwelling houses (Class 3) and building operations reasonably necessary for the conversion

**PC comment – Objection. NNDC – Awaiting decision**

9.2 To receive and consider new applications

PF/21/0028 | Red House, Green Way, North Barsham, Walsingham, Norfolk, NR22 6AP

Change of use of agricultural land to garden/amenity land and construction of hard (concrete) tennis court with 2.75m high fencing

**PC Comment – Neutral | NNDC decision – Awaiting decision**

**10. Financial Matters**

10.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

Payment to	Description	Ref	Amount (£)
Westcotec	SAM2 brackets	Online	£166.80
Clerk	Salary	Online	£234.70
Hempton Parish Council	Clerk mobile, laptop & stationery contribution	Online	£18.25
NPTS	Subscription	Online	£40.00
HMRC	PAYE	Online	£5.40
	<b>Total</b>		<b>£465.15</b>
Receipt from	Description	Ref	Amount (£)
	<b>Total</b>		<b>£0.00</b>

*Payments made Online.*

10.2 To consider and agree association subscriptions for 2021/22 (NALC/NPTS)

Quotations have been received from NALC (£86.72) and NPTS (£40). Following discussion, the Council RESOLVED to renew their subscription with NPTS for £40 and will consider NALC subscription next year. Clerk to action.

10.3 To discuss and agree new payroll services for the Clerks salary

Clerk presented various price options of payroll agent fees. The most competitive price was from Orchard Accountancy at £7.50 per month. However, the current annual fee is £49.50. Following discussion, the Council RESOLVED to use Orchard Accountancy to carry out the payroll service to maintain professionalism, subject to the Clerks other Councils reflecting the same decision. The Council AGREED for the Clerk to process her own salary if that is the majority decision.

**11. Correspondence**

- CAB Donation Request
- NARS Donation request – Following discussion the Council RESOLVED to donate £50 to NARS and £50 to EAAA, as in previous years. This decision was based on both charities being local and both would benefit the majority of the community if required.
- Governance Review - Boundary Change – Following discussion the Council RESOLVED to support the proposed boundary review. Clerk to action.

**12. To review the Councils Risk Management Policy**

The Clerk had circulated the Risk Management Policy to all Councillors prior to this meeting. Following review, the Council RESOLVED to APPROVE the Risk Management Policy without amendment.

**13. Items for inclusion on next agenda and agree the date of the next meeting**

Inclusions to be received by 10<sup>th</sup> May.

The next Parish Council meeting will be held on Monday 17 May.

The Chairman closed the meeting at 8.52pm

Signed by Chairman: ..... Date: .....