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**MINUTES OF MEETING OF ALDBOROUGH AND THURGARTON PARISH COUNCIL**

Held on Monday 7th September 2020 at 7pm via Zoom

Present: Chairman Cllr. P. Chapman, Vice Chair Cllr R. Gadsby, Cllr. M. E. Elliott, Cllr. T. Gibbons, Cllr. P. Hall, Cllr. A. Hicks

In attendance: Clerk Mrs. S. Hayden

District Cllr. J. Toye

6 members of public

The current Chairman opened the meeting at 7.10pm (Clerk unable to connect to meeting causing delay)

1. **To elect a Chair followed by signing of Acceptance of Office**

020/75 Proposed and seconded: Cllr P. Chapman and Cllr. R. Gadsby. Cllr. Gadsby did not wish to accept the office. Resolved Cllr. Chapman as Chair.

Cllr. Chapman took the Chair

**2. To elect a Vice-Chair**

020/76 Proposed and seconded: Cllr. T. Gibbons and Cllr. Gadsby. Cllr. Gibbons did not wish to continue in office. Resolved Cllr. Gadsby as Vice Chair

3**. To consider and accept apologies for absence**

020/77 Apologies were accepted from Cllr. D. Gallant

**4. To receive any declarations of interest and any dispensations of disclosable pecuniary interests**

020/78 Cllr. Gadsby declared an interest in item 14 - PF/20/1311

**5.** **To approve minutes of the Meeting held on 6th July 2020**

020/79 The draft minutes had been amended and circulated prior to the meeting by Cllr. Chapman. Proposed and seconded that they be approved. To be signed by the Chairman following the meeting.

**6. Matters Arising from Minutes**

020/80 None

**7. Public questions, comments or representations**

020/81 1. An update on drainage on the Green was requested. There was a meeting arranged with the Highways Engineer on 10.9.20

2. The decision to sign the Deed of Easement was not lawful and there had been no seconder in accordance with Standing Orders. The Chair had consulted with the Clerk, who felt as there was no legal requirement for a seconder, the decision had been lawful. She would take further advice from SLCC.

**8.** **To Receive any reports from County and District Councillors**

020/82 No report had been received from County Councillor Timewell

*District Councillor Toye* thanked Cllrs. Elliott and Gibbons for their terms serving as Chairman and Vice Chair respectively and congratulated Cllrs. Chapman and Gadsby on their appointment. He

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would give a brief report to save time on Zoom. NNDC were refurbishing a house for the homeless. There were new electricity charging points in the car parks at Holt and Sheringham. Regarding planning, he was in touch with the Planning Officer for the pig farm application and would keep in touch. The Officer was awaiting further reports and legal advice. He would then write his advice and the application would go to the Development Committee when a time slot was available. Cllr. Toye would keep us up to date.

**9. The Green**

**9.1 To consider accepting Village Care’s offer to supply and install an outdoor table tennis table (green top version), on The Green and if accepted, to agree that it be sited east of the basketball court**

020/83 The Chairman outlined the project. A member of the public asked the Chairman if he could speak, which was agreed – he asked about insurance and safety. Confirmed the Parish Council would be responsible for the ongoing insurance and safety. Councillors spoke for and against the project. The Chairman proposed accepting the offer, but amending the motion. Motion as Agenda item but amended to add “and to request Village Care have an external and independent risk assessment carried out and if any safety problem occurred in the future, be prepared to re-site the table”

Seconded and resolved.

**9.2 Update on any other Green matters, including: skateboarding facility; drainage/flooding; Deed of Easement; benches/safety**

020/84 Skateboarding: Nothing had been done on this and it was agreed that Cllr. Hicks would investigate commercial skateboard facilities and funding.

020/85 Drainage/flooding: The Parish Council should meet the Highways Officer on Thursday 10th following the meeting.

020/86 Deed of Easement: This should have been completed the day of the meeting, or the day after.

020/87 Benches: Cllr. Hall reported that most of these were functional. The picnic bench near the Green Rooms would probably need disposing of, but he would check again to see if it could be repaired. The bench near the pond needed repair and he would get a price.

020/88 Play Area Report: The Chair had obtained a price of £1,200 for the necessary repairs. It was agreed to obtain further quotes. Proposed, seconded and resolved to earmark £1200 to deal with report.

**10. Village Sign**

020/89 The base was the final item to deal with. It was agreed that Cllr. Elliott would liaise with Cllr. Gallant to get this completed as soon as possible. The Clerk thanked Village Care for their kind donation of £100 towards sign costs.

**11. Bus Shelter**

**11.1­ To reconsider provision of bus shelter, including possible sites, in consideration of high costs involved if sited on the Green**

020/90 Cllr. Hall felt that the bus shelter project should be abandoned as not affordable and everyone seemed happy to use the smoking shelter at the Black Boys. He suggested a bench on the other side of the road, so that people waiting could sit down and to try and make it a compulsory stop, so that people did not have to stand out to request the bus to stop. The costs and project were discussed. It was proposed, seconded and resolved to abandon the purchase of the shelter.

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**11.2 If necessary to agree moving the sum earmarked for bus shelter to other Budget heading**

020/91The Clerk explained that if a project with an earmarked reserve was abandoned, under Financial Regulations the sum should be moved to another heading or capital. Proposed, seconded and resolved to earmark £500 of the sum for repairs to the play area and the balance to capital.

**12. Community Centre – To receive and discuss Report**

020/92 Due to closure of the CC a mains water leak was discovered. This was repaired before any damage was done at a cost of £2,237 approx. The central heating upgrade was completed at a cost of £4,362 approx. The Committee was considering grant applications for other items. The Clerk confirmed there was no indication on the deeds of ownership of the wall between the CC and Barley Cottage. A member of the public suggested a meeting between the owner of Barley Cottage, Planning Dept., Community Centre and Parish Council to discuss repairs to the wall.

**13. Village Newsletter**

**To discuss support for a village newsletter**

020/93The Chairman outlined the current position regarding newsletters and Cllr. Elliott had previously circulated an explanatory email. Keeping in Touch would not now be distributed in the village as Aldborough and Thurgarton were not part of that benefice now. Village Care would be delivering one last newsletter which had been started during lockdown for information in the village. Community & Church News published by the Church, now includes Aldborough/Thurgarton within the benefice. This covered the villages of Itteringham, Little Barningham, Wickmere and is not delivered to every household. It would include local information and provide a community magazine, which would be more colourful. The new challenge was finance.

It was felt that Aldborough was more aligned with Erpingham, Twaite, Alby, etc., and would like to hear of events and news from those villages. Ways of support going forward were discussed. The new NNDC Community Fund could provide a grant of up to £1,000. District Cllr. Toye would support the application. Village Care offered a contribution. Proposed, seconded and resolved that the Parish Council work with the Church and Village Care to promote a new newsletter.

**14. Planning**

**14.1 To discuss and make observations on any applications received after the date of this Agenda**

020/94 None

**14.2 Update on the following**

020/95 *Appeal PF/19/1130 Raising height of garage roof to create storage space – 44 Margaret Lilley Way, Aldborough* - Dismissed

*PF/20/0578 Demolition 4 livestock units, erection of 2 replacement units, etc., Rectory Farm House* – no decision by NNDC – District Cllr. Toye report information above

*PF/20/0721 Single storey rear extension, first floor window, raising of eaves part retrospective – Doctors Corner, Thwaite Road, Aldborough* - Approved

*PF/20/0687 Extensions, raising of roof height, Juliet balcony, windows, flues, cladding – The Birches, Thurgarton Road, Aldborough* – No decision by NNDC

*PF/20/0911 Variation of condition 4 (external materials) – Plot 1 Land east of 8 Pipits Meadow, Aldborough* – No decision by NNDC – further documents submitted

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*PF/20/0922 Change of use of agricultural land adjoining to garden, erection of replacement garage and studio, extension to access, extension to dwelling and alterations to car port to form additional living accommodation – 6 Thwaite Hill Cottages, Thwaite Hill, Aldborough* – No decision

*PF/20/1071 Single storey rear extension Swift Cottage, The Green, Aldborough NR11 7AA* -Approved

*PF/20/0961Extensions to side and rear; additional dormer window to front and rear The Old Forge, Thurgarton Road, Aldborough NR11 7PB* – No decision by NNDC

*PF/20/1311 Construction of single storey extension to front of existing two -storey house Hideaway Haven, The Green, Aldborough NR11 7A -* Parish Council submitted “no objections and no comments”

**15. Finance**

**15.1 To receive balance sheet 2020-21 and report on bank reconciliation**

020/96 Received

**15.2 To approve List of Payments**

020/97£102.25 for Village Sign post added, Clerk asked the Parish Council to note the recently agreed increase in salary for her September payment of 2.75% backdated to April.

Proposed, seconded and resolved List of Payments approved.

**16. To deal with any correspondence**

020/98 *Circulated:*  Newsletters

Police Newsletter

Highways Letter

Invitation to comment on Coastal Adaptation Supplementary Planning Document Request for donation by Village Care and Clerk response

**17. Matters for Information Only for next Agenda**

020/99For information the pond on the Green had been cleared of leaves and weeds

Next Agenda: Christmas Tree

The meeting was closed at 8.48pm

The next meeting will be on Monday 2nd November 2020

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