

Minutes of the meeting held on Tuesday 11th August 2020 at 19.45 at Lodge Farm Barn

1. **Present were** Chairman Tim Papworth, Vice Chairman Neil Thrush, Cllr John Newstead, Cllr Syd Arksey, Cllr Des Fern, Cllr. John Gouldsmith, Cllr. Mike Pepperell, Cllr. John Timewell(County), Revd. Keith Dally
2. **Apologies** None
3. **Minutes from the last Meeting**
 - a. The Chairman signed the minutes of the meeting of 14th January 2020 as a true and accurate record.
 - b. The Chairman signed the Extraordinary Parish Items (up to 10th August 2020) as a true and accurate record.
4. **Matters arising from Minutes**
 - a. 5bii of the minutes from 14th January 2020 – a copy of the Stowheath Felling licence was given to the Parish Clerk for filling.
 - b. The Chairman will contact the District Councillor to invite him to the next meeting.
5. **Heaths**
 - a. **Bryants Heath**
 - i. The Parish Clerk will continue to chase the Environmental Agency with regards to the hydrological lease renewal.
 - ii. Cllr Neil Thrush gave an update on Bryants Heath.
 - 1) The printing of 5000 leaflets has been funded by lottery funding giving information on about the heath. Norfolk Wildlife Trust helped to put the information together.
 - 2) A 4x4 has been on the heath, destroying some of the wetlands. After some investigation it was discovered that Greenways had been promoting Bryants Heath, this has now been rectified. Cllr. Neil Thrush has joined various facebook ad social media groups so as to inform the BMX groups with regards to the use of Bryants Heath.
 - 3) Noticeboards have been erected on the heath to display prohibition notices of for motor vehicles, plus other information. This is necessary so that the police can be informed of any 4x4 activity to enable them to take further action.
 - 4) North East Norfolk Volunteers are working on the heath, funded by Norfolk Wildlife Trust. They will be returning on 25th August.
 - 5) Cllr. Neil Thrush requested a further £180 from Parish funds for a further 6 volunteer sessions. This was seconded by the Chairman.
 - 6) The area used by the BMX group is to be monitored as there is concern about creepage and the number, size and construction of ramps and pits causing a safety hazard for other heath users.
 - 7) The Chairman thanked Cllr. Neil Thrush for his continued hard work.
 - 8) Firewood from the Heath is now available at reduced rates to parishioners only. Any interested parties are to contact Cllr. Neil Thrush.
 - b. **Stow Heath**
 - i. Stowheath is rented to Mr H W Poortvleit for £350 per annum for shooting rights. There have been some complaints from the neighbouring property about the gunshots and spent cartridges causing distress to their horses. Mr Poortvleit wishes to continue. The Chairman has set up a meeting with all parties to try and resolve the conflict.

6. Allotments

- a. Ms S Ward is to be served notice on his allotment plots 618 and 19 on the ground of not having maintained it for the past couple of years causing a nuisance for adjoining allotment holders and being in arrears.
- b. Amanda Codling is to be asked to remove the thistles and weeds on plot 5A in line with her tenancy agreement.
- c. Plot 22 or 23???? Are to be asked to sort out their pot in line with their tenancy agreement.

7. Highways

- a. Revd. Keith Daly mentioned the verge encroachment onto the pavement along the Aylsham road. Highways had informed the Clerk over a year ago that this was on their work program but it still has not been done.
- b. A parishioner had raised the lack of parking for the properties on The Terrace and asked about better marking of parking spaces opposite.
- c. Would Cllr. John Timewell be able to set up a meeting with highways to discuss these issues? The Clerk was asked to email him with these issues to see if it was possible.

8. Planning

- a. None

9. RFO and Clerk's Report

- a. Bank balance - £2703.97 as at the end of June 2020.
- b. The annual audit exemption certificate had been sent and the accounts audited and signed.
- c. Pension compliance had been completed and sent. An acknowledgement has been received.
- d. Insurance was renewed with Zurich.

10. Any other business

- a. Cllr. Sid Arksey had drafted a risk assessment document . It was suggested that all comments be addressed to him directly so that the document could be signed off at the next meeting.
- b. Correspondence had been received regarding a community housing fund. It was suggested that they should be invited to the next meeting so that it could be discussed in more detail.
- c. The Bishop of Norwich had visited the Parish recently.
- d. Cllr. Neil Thrush had attended the SNAP meeting.
- e. The SAM2 signs – a module is available to be able to send speeding data to the police. Cllr. Mike Pepperell is to find out what it would cost to upgrade and report to the next meeting. Hopefully this would give evidence to support other measures.
- f. Cllr. Neil Thrush suggested that the Parish should have an Emergency Plan. Further discussion is needed.
- g. The Chairman thanked Cllr John Timewell for his continued support.
- h. Next meeting dates were set as
 - i. 27th October 2020
 - ii. 26th January 2021
 - iii. 25th May 2021
 - iv. 24th August 2021

The meeting closed at 21.00.

The next meeting and AGM will be held on Tuesday 27th October 2020 at 7:45 in Felmingham Village Hall

Signed by Chairman

Date