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| **Swardeston Parish Council**  **Minutes of the October 2022 Parish Council Meeting**  **At Swardeston village hall, on Thursday 13th October 2022 at 7.30PM**  **Meeting 10/2022** | | |
| Present:  Members - Derek Barber, Liz Brown, Dominic Everett, Wendy Middleton, Terry Stock, Graham Jermy  Cllrs Nigel Legg, Gerry Francis and Ian Spratt  Clerk – Carole Jowett  2 members of the public attended | | |
|  | **To consider apologies for absence**  Mr J Barber had sent his apologies for absence. |  |
|  | **To receive declaration of interests in items on agenda**  Mr D Barber declared an interest in item 5 |  |
|  | **Resolution to adjourn the meeting for public participation and district/county councillor reports**  **Public Participation**  It was reported that The Cut (Cavell Walk) had been resurfaced and a good job had been done.  **Councillor reports**  Cllr Legg reported the purchase of Horizon House had cost £7.1m but it would save £600k on energy each year. Specifications for the building were being created and it was expected to open in early 2023. Cygnet Court would close at the end of October remaining staff would be relocated temporarily to Thorpe Lodge. A satellite office was planned for Diss.  Cllr Legg said he had met with police and he reported that senior officers were open to open public meetings.  The public space protection order was being renewed, it restricted dogs on play areas.  The ward member grant was still available.  Cllr said there was a possibility that he would be able to influence the provision of a road crossing. Mr D Barber explained he had had an update from the county councillor explaining it would cost £4k to do an assessment report before any consideration could be given. He said he would forward the response from Cllr Elmer to the district councillors.  Cllr Spratt reported that he had received a fact sheet giving point about the costs and key dates for Horizon House, Mr Barber said that it had been published in the EDP.  Cllr Spratt said that he had concerns about Bloys Grove and had had a meeting with CADNO the company who were the stakeholder management company and he had asked them to produce a report. A community newsletter was being planned. It had been stated that the land at Bloys Grove was low quality farmland. A grant fund of £20k per annum would be available for community projects and was being managed independently of EDF. |  |
|  | **To confirm minutes of the last meeting held on 8th September 2022 and to review matters arising**  The minutes of the last meeting were proposed as an accurate record by Mrs Middleton, Mr Everett seconded the proposal which was unanimously agreed, the chairman signed the minutes.  **Matters arising**  There were still concerns about the defibrillator at the village hall that had been suspected to have faulty software. Mr D Barber had checked it again and confirmed that it did have the faulty software. He explained the process, a courier would pick up the machine, it would be fixed and then returned, with a 3-day turnaround to get the machine updated. There were currently no plans to end the option to get the upgrade done. He had spoken to 4 of the trustees to get this sorted without success, Mrs Brown said she raise this at the next meeting. |  |
|  | **To consider and agree a donation of £200 to FoSCOM**  The hedge at the play area had been cut and tidied by FoSCOM. The bramble had also been taken out by the old school and the white house.  £200 had been put in the budget for maintenance on the common and FoSCOM had asked for a donation of £200 be made.  Mrs Brown proposed the £200 payment be made, Mrs Middleton seconded the proposal which was agreed. |  |
|  | **To consider and agree a generic email address for the parish council**  Norfolk Association of Local Councils (NALC) had sent a newsletter stating that a generic email should be used for parish council business. This was something the parish council had been keen to do.  The clerk had spoken to the county officer and the IT officer at NALC to understand options and costs. The National Association of Local Councils was in consultation to try to obtain a better deal on accessing a gov.uk email address and an update on this was expected in 6 – 8 weeks. It was agreed to wait for this update. |  |
|  | **To consider possible road-crossing options for Main Road**  Mr Barber referred to the email from Cllr Elmer which had been circulated before the meeting. A feasibility study costing £3 - £4k would be required. The B1113 was a B road and considered an arterial route into Norwich.  Costs for a crossing were currently expected to be between £70k and £150k depending on what was needed. Cllr Elmer had said he would be happy to help towards the cost of the study from his member grant. Discussion took place and it was agreed to wait to see if Cllr Elmer was going to be able to help fund the study and then further consideration would be given once he responded.  Mr Stock said Bedfordshire and Hertfordshire have road markings with slow and speed limit painted on roads. Discussion took place about speeding issues which would be added to the next agenda. |  |
|  | **To consider remedial works to the play area**  EPS had not responded to telephone calls and despite promising to be on site on 6 September nothing further had been heard. Mr D Barber had spoken to the company chasing again earlier today.  The clerk would send the contact details of another local contractor used by a neighbouring council who had been very satisfied with the work done. | **CJ** |
|  | **To consider any action on the offshore wind and solar farms and East Anglia GREEN**  A newsletter had been received from Equinor following the acceptance on 5th September 2022 of the Development Consent Order from the Planning Inspectorate and would go into evaluation.  The parish council had responded to Equinor on their plans and they had responded to all issues raised, there would be a further opportunity to respond with more issues if required. It was expected that they would have an open day in the village hall possibly before Christmas.  There were no updates on the Orsted wind farm. |  |
|  | **To receive an update on the defibrillator**  The defibrillator had been checked on 13th October 2022 and The Circuit had been updated. |  |
|  | **To review and update the asset register**  The asset register had been circulated whilst there were some small details to add and additional information to be added.  It was proposed that the asset register be formally approved by Mrs Middleton, Mrs Brown seconded the proposal which was unanimously agreed. |  |
|  | **To review planning application 2022/1743**  **Proposal: Single storey rear extension, loft conversion with creation of dormer windows and extension to garage. Location: Boundary House Low Common Swardeston Norfolk NR14 8LG**  It was agreed no comments would be submitted. |  |
|  | **Finance**   * 1. **To review and agree financial statement to 9th October 2022**   The financial statement was proposed as an accurate record by Mr Jermy, this was seconded by Mrs Brown and unanimously agreed.   * 1. **To receive the external auditor’s report and certificate**   The audit had been completed. A comment had been made about insufficient explanation of the differences between 2020/21 and 2021/22 for boxes 3,6 and 9. The clerk had provided additional information within the deadline provided and this had been accepted by the external auditor.   * 1. **To agree invoices for payment in accordance with budget**   The following payments were agreed:  BACS £480.00 PKF Littlejohn LLP Audit fee  BACS £200.47 Norse Eastern Ltd Play area/bus shelter  BACS £96.82 C Jowett Clerks salary  BACS £64.40 HMRC PAYE  BACS £200.00 Friends of Swardeston Donation  Common  The payments were reviewed and proposed they be made by Mr Jermy, Mrs Brown seconded the proposal which was unanimously agreed. |  |
|  | **To consider correspondence received**  Mrs Middleton said she had been contacted by a company called County Broadband who had asked if they could put flyers through people’s doors. It was clarified that the parish council had no jurisdiction over this. |  |
|  | **To adjourn the meeting for public participation**  No issues were raised. |  |
|  | **To agree agenda items for the next meeting on 10th November 2022 commencing at 7.30pm at Swardeston village hall**  To consider possible road-crossing options for the Main Road  To consider quotes for remedial works to the play area  To consider any action on wind farms, solar farms and East Anglia GREEN  To confirm the check on the defibrillator  To consider issues with speeding traffic  **The meeting closed 21:00** |  |
| Signed: Mr D Barber  Chairman to Swardeston Parish Council  [https://swardeston-parish-council.norfolkparishes.gov.uk](https://swardeston-parish-council.norfolkparishes.gov.uk/) | | |