**PAGE 28/22**

TERRINGTON ST CLEMENT PARISH COUNCIL

**Minutes of the Terrington St Clement Full Council Meeting held in the Pavilion, Churchgate Way Terrington St Clement on Wednesday 19 October 2022 commencing at 7.45 p.m.**

**Attendance: With Councillor D Hillier in the Chair there were present: A Horton, A Hodgson, D Shepperson, H Lewis, M Hannay, S Hardacre, J Cross.**

**C Cllr J Kirk, B Cllr P Kunes**

**OPEN FORUM: No matters were raised during the Open Forum.**

**AGENDA**

1. To receive apologies and reasons given.
2. Declarations of Interest for the agenda items and written requests for Dispensations for DPI’s and

grants of requests as appropriate

1. To resolve e to approve the minutes of the meetings held on 28 September 2022
2. Clerks Report
3. Chairman’s Report
4. Financial Matters

a) To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial

Report as recommended by the Finance Committee

b) To resolve to consider a Grant Application for TCF for the Christmas Lights event.

c) To resolve to confirm a date for the AB Cave committee meeting.

d) To resolve to review pavilion hire charges.

1. To resolve to discuss request for maintenance to the Church Clock and approve any actions required
2. To resolve to discuss the King Charles III Coronation event 06 May 2023 and approve any actions required.
3. To resolve to discuss Remembrance Day arrangements and approve any actions required
4. To resolve to discuss the Parish Partnership bid and approve any actions required.
5. Correspondence

**To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the**

**Meeting**

**E-mail FOSA –** Request to use the Community Room free of charge or at discounted rate.

1. To resolve to receive updates of tasks outstanding:
2. Update on Old School Project
3. To receive an update on the installation of the additional CCTV.
4. Members Comments -To receive any comments from members of the council and requests for matters to be placed on the next agenda. No resolutions may be passed under this item.
5. **To resolve to go into closed session if required in accordance with the Public Bodies (admissions to meetings) Act 1960. Should this resolution be passed the public and press will be required to leave the meeting at this stage.**
6. To resolve to consider Legal Matters and Sealed Bids.

**PAGE 29/22**

1. **TO RECEIVE** **APOLOGIES FOR ABSENCE**

Apologies for absence and reasons given were received from Cllrs M Howling, T Hunt, J Dickson, G Moore, D Browne, D Means and B Cllr S Squires,

1. **TO RECEIVE DECLARATIONS INTEREST AND DPIs**

Cllrs D Browne, A Hodgson and D Shepperson declared an interest in Agenda item 12a being members of the history group and Old School Working Party.

1. **RESOLVE TO APPROVE THE MINUTES OF THE MEETING HELD ON 28 SEPTEMBER 2022**

**Action: The council resolved to approve the notes of the meeting held on 28 SEPTEMBER 2022 as a true record of the meeting.**

1. **CLERKS REPORT**

**The Clerk reported that:**

* There were issues with the CCTV due to poor Wi-Fi reception which was not strong enough to download all of the cameras.
* She had met with the IDB on site to discuss the cage and it had been agreed in principle to site the cage in the corner of the Benn’s Lane car park next to the drain, that the cage be removable and the relevant licence, drawings and fees be submitted.
* The IDB advised that a drain ran under the Benn’s Lane car park and access would be required at all times but they would, if possible, give 48 hrs notice so the cage could be moved.
* The IDB advised that the recent permission to remove Bylaw 10 for the Benn’s Lane play area needed to be extended to the whole play area to include the seats and shelter and the approval amended. She had advised that this would be acceptable to ensure there were no further issues or permissions required.
* There had been further issues in regard to the toilets with toilet rolls and sanitary items being set on fire which has scorched the flooring, the baby changing units had been damaged further. Notices and hazard tape had been placed around them until removal but this had been repeatedly removed.
* Young people were using the cricket field to go to and from the Benn’s Lane play area to avoid being picked up by the cameras.
* She had reported an incident to the police involving a youth on a moped riding on the paths/green areas in Churchgate Way.
* She had contacted Norfolk CC regarding the Wrong Lane junction following a meeting with them but there had been no response to date.

**The Council resolved that baby changing units with an underneath support should be**

**sourced and the old ones removed and the toilets be closed from 4.p.m. Cllr H Lewis**

**agreed to change the timer.**

1. **CHAIRMAN’S REPORT**

The Chairman advised that he had nothing to report but invited C Cllr J Kirk and BCllr to speak if they wished.

**(Standing Orders Removed)**

* C Cllr J Kirk advised that he had nothing to add to the written report he had sent prior to the meeting for circulation other than he had received correspondence in relation to Levelling Up proposals which could result in elected Mayors which members were against.

**PAGE 30/22**

* He also asked if someone could lay the wreath for him at the Remembrance Service on 13 November 2022 because he was unable to attend all the events in his area.

**Cllr S Hardacre agreed to lay the wreath on his behalf.**

BCllr P Kunes advised that:

* Repairs were being carried out to the Hunstanton sea defences at a cost £4 million pounds and the repairs were going well.
* The Council were changing their vans and trucks to electric at the end of the life of petrol/diesel models which would be 150 vehicles
* More charging points would be provided in the Borough
* Environmental issues on private land on the Old Barn site and Clockcase Lane, Clenchwarton had been resolved.
* The BCKLWN had recently been successful in prosecutions relating to fly-tipping.
* As Chairman of the Village Hall Committee, he wished to thank the Council for their generous grant of £1,000.

**(Standing Orders Restored)**

**6. FINANCE MATTERS.**

**a) To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial Report recommended by the Finance Committee.**

Cllr J Cross advised that he and Cllrs, A Hodgson and D Shepperson had checked the invoices for payment and bank statements prior to the meeting and all were in order.

**The Clerk advised that the invoices and Bank Statements were available at the meeting if anyone wished to check them.**

**b) To resolve to consider a Grant Application for TCF for the Christmas Lights event.**

Action: The Council resolved to approve a grant for £1554.00 for the Christmas Lights event.

**c) To resolve to confirm a date for the AB Cave committee meeting.**

Action: The Council resolved to schedule a meeting of the Ab Cave Committee for Tuesday 01

November 2022 commencing at 6.00 p.m.

**d) To resolve to review Pavilion Hire Charges**

Action: The Council resolved to raise the hourly hire rate to £12.00 per hr from 01 January 2022**.**

**7. TO RESOLVE TO DISCUSS REQUEST FOR MAINTENANCE TO THE CHURCH CLOCK AND**

**APPROVE ANY ACTIONS REQUIRED.**

Action: The Council resolved to obtain a quote for repairs and place the matter on the next

agenda for discussion**.**

1. **TO RESOLVE TO DISCUSS THE KING CHARLES III CORONATION EVENT 06 MAY 2023 AND**

**APPROVE ANY ACTIONS REQUIRED.**

Action: The Council resolved to hold a lighting of the Beacon and Fireworks on the evening of 06 May 2023 to mark the Coronation but not to hold an event on the scale of the recent Jubilee celebrations due to the current financial crisis.

Cllr D Hillier to contact TCF to ask if they wished to assist with the event.

Cllr D Shepperson advised that the History Group would look to have a display over the Coronation period.

**PAGE 31/22**

1. **TO RESOLVE TO DISCUSS REMEMBRANCE DAY ARRANGEMENTS AND APPROVE ANY**

**ACTIONS REQUIRED**

Action: Cllr M Hannay, Vice-Chair to lay the wreath in the absence of the Chairman. Clerk to advise that any parade would not be legal and participants not insured and advise Rev Slipper that the Community Room would be available for refreshments and make contact in advance of the event for the Community Room access details.

1. **TO RESOLVE TO DISCUSS THE PARISH PARTNERSHIP BID AND APPROVE ANY ACTIONS**

**REQUIRED.**

Action: The Council resolved to obtain information and consider installing Electric Vehicle points or an additional two SANS signs.

**11. CORRESPONDENCE**

**To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the**

**Meeting.**

**E-mail FOSA – Request to use the Community Room free of charge or discounted rate.**

Action: The Council resolved to advise that the Council would need to charge the hourly rate due to increased running costs.

**12.TO RESOLVE TO RECEIVE UPDATES OF TASKS OUTSTANDING:**

1. **Update on Old School Project**

Action: The Chairman advised that A Hannay, Chairman of the History Group had a meeting scheduled with a solicitor to obtain advice in relation to the issues with the Charity commission.

1. **Update on CCTV installation**

Action: Due to the weak wi-fi signal the Council resolved to look at upgrading the Wi-fi in order to be able to access all camera images.

1. **MEMBERS COMMENTS -TO RECEIVE ANY COMMENTS FROM MEMBERS OF THE COUNCIL AND**

**REQUESTS FOR MATTERS TO BE PLACED ON THE NEXT AGENDA.**

Cllr A Horton asked if the new land could be mowed now that the nesting season was over.

**The Council resolved to ask Cllrs M Howling and D Browne if they would be able to assist with**

**cutting the grass.**

Cllr Kunes advised that the Methodist Chapel would be having “hot spots” in the Chapel to

provide a warm place for vulnerable people to visit during the current financial crisis.

1. **TO RESOLVE TO GO INTO CLOSED SESSION.**

**Action: The Council resolve to go into closed session to discuss Legal and Sealed Bids**

**This part of the meeting closed at 8.57 p.m.**