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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 21 March 2024 commencing at 7.45 p.m.**

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

**0 Members of the Press 0 Members of the Public**

**OPEN FORUM: No matters raised.**

**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 to approve the minutes of the meeting held on 21 February 2024
2. Clerks Report
3. Chairman’s Report
4. Financial Matters
5. 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 request from the Memorial Bowls Club

1. Correspondence
2. **To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the Meeting**

**Natural England –** King Charles III England Coastal Path

**Resident -**Traffic matters Churchgate Way.

1. To resolve to confirm the arrangements for the lighting of the beacon for 80th anniversary of D-Day 06 June 2024.
2. To resolve to receive updates of tasks outstanding:
3. Update on Old School Project
4. Men’s Shed.
5. Pavilion Repairs
6. 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.
7. **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.**

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

Apologies for absence and reasons given were received from Cllrs D Browne, A Horton, J Whitmore, M Hannay, T Hunt, and J Dickson.

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

Cllrs D Shepperson and D Hodgson declared an interest in Item 9a) due to being Trustees of the Old School.

1. **RESOLVE TO APPROVE THE MINUTES OF THE MEETING HELD ON 21 February 2024**

**Action: The council resolved to approve the notes of the meeting held on 21 February 2024 as a true record of the meeting.**

1. **CLERKS REPORT**

The Clerk reported that:

* The police had not contacted them further regarding the traffic incident which had damage the dog bin and perimeter fence.
* Kew Grasscare had advised that they would be able to obtain the same type of fence and could reinstate it if required and also reposition the damaged sign.
* Kew Grasscare would also install the new bins now permissions had been received from Norfolk CC and the flagpole would also be replaced when the new litter bin plinths were put in.
* A defib had been supplied to Belmont Nurseries and registered but there had been no response regarding the remaining two from Anglian Water.
* Norfolk CC had advised that they would not encourage members of the public to litter pick on the highway and definitely not on the A17. Any member of the public that did litter pick on the roads in the parish would need their own Public Liability Insurance.
* She had been advised that a group called the “Truckers Cleaning Up Britain” had cleared litter along the A17 in partnership with BCKLWN.
* A resident in Alma Chase had asked when the telephone boxes would be removed for refurbishment.

**Action: The Council requested the Clerk to purchase the fence and instruct Kew Grasscare to complete the required repairs and to contact the owner of Orange Road Farm to ask if a defib could be installed on their property.**

**The Chairman advised that he would arrange for the telephone boxes to be removed and restored.**

1. **CHAIRMAN’S REPORT**

**Cllr D Hillier:**

* **thanked Cllr Hannay for Chairing the last meeting in his absence.**
* **stated that he was pleased that at long last the Tennis Club Lease had now been completed and signed and the Tennis Club were now able to source funding and proceed with the refurbishment of the tennis courts.**

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**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 G Moore, D Shepperson and A Hodgson 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 view them.**

1. **To resolve to consider a grant request from the Memorial Bowls Club.**

Cllr J Cross advised that following receiving further information from the Clerk the Committee recommended that the Bowls Club should not pay for the repairs to the pump and sprinkler system because the issues had been identified prior to the lockdown and before the Lease had been completed.

**Action: The Council resolved that based on the advice and information provided the Bowls Club would not be requested to pay the invoices for the repairs and therefore a grant would no longer be required.**

**7. CORRESPONDENCE**

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

**to the Meeting.**

**All general correspondence circulated prior to the meeting to all Cllrs and additional**

**correspondence are items on the agenda for discussion**

**Natural England –** King Charles III England Coastal Path

For information only no action required. Email circulated to all prior to the meeting

**Resident -**Traffic matters Churchgate Way.

The Clerk advised that she had advised the resident

* To raise any traffic concerns with the Norfolk CC and the police in order to provided statistics for the area to enable authorities to have data.
* advised that there were dispensations allowed for HGVs servicing local businesses and buses were allowed to use all roads to access routes.
* SAMs signs were erected in the village but were mainly ignored by residents and it had been identified that the majority of increased speed and vehicular movements were at school dropping off and collection times.
* Tigers had begun to stagger games to try to reduce traffic and parking issues at weekends.

**8. TO RESOLVE TO CONFIRM THE ARRANGEMENTS FOR THE LIGHTING OF THE BEACON FOR**

**80TH ANNIVERSARY OF D-DAY 06 JUNE 2024.**

**Action: The Council resolved to liaise with Terrington Community Fund in regard to the**

**organisation of the event**

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1. **TO RESOLVE TO RECEIVE UPDATES OF TASKS OUTSTANDING**
2. **Update on Old School Project**

Cllr D Shepperson advised that the Heritage Group were in the process of winding up the Charity and Hayes and Store Solicitors were in the process of doing this on behalf of the Committee and also the legalities of transferring the Old School to the Parish Council.

He asked that the Clerk and the Chairman visit the solicitors with their ID to enable the transfer to take place.

Cllr D Hillier advised that hopefully it would all be completed by 31 March 2024 so that the transfer to the Council could be completed and works to make the building secure and watertight could commence with the allocated funding now in place.

1. **Men’s Shed.**

Cllr Hardacre advised that he had been invited to visit the King’s Lynn man’s shed to see how it was set up and funded. The Men’s shed project was proved to benefit the mental health of men and an opportunity for men to meet up in a friendly environment.

**Action: The Council resolved that Cllr S Hardacre update the Council following his visit to the King’s Lynn Men’s Shed.**

1. **Pavilion Repairs**

**Action: The Council resolved that the Building Committee inspect the pavilion, list the**

**repairs and report back in regard to the findings of the recent building survey.**

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

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

Members raised the following:

Cllr D Shepperson stated that the streetlights reported at the last meeting had not yet been repaired and payment should be deferred if they were not repaired soon.

Cllr H Lewis again requested that trees be replanted on the allotments.

Cllr G Moore advised:

* that the ground in the area of the tractor shed and play area was uneven due to mole damaged and asked that Kew Grasscare level the ground.
* that the public toilets did not flush well and the blocking up of the toilets could be because the cisterns were too small.
* That the office was unsightly and asked if it could be power washed.

Cllr M Howling advised that a gate had been erected on the PROW adjacent to Seagull

Cottage and was locked preventing access. He had also noted that the bus stop had been

moved in Marsh Road.

**The Clerk advised that she would ask Kew Grasscare to level the ground as required and ask a local tradesman to look at upgrading the cisterns. She would also seek to have the office power washed.**

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

**Action: The Council resolved to go into closed session to discuss the Tennis Club Lease.**

**This part of the meeting closed at 9.21 p.m.**