



THE MINUTES OF LYNG PARISH COUNCIL MEETING HELD ON WEDNESDAY 19th JANUARY 2022 STARTING AT 7.30PM IN THE VILLAGE HALL.

The meeting was held in accordance with social distancing guidelines and a risk assessment was carried out.

Present: Chairman Cllr Robin Orton, Cllr Melanie Joyce, Cllr Jason King and Cllr Georgie Sullivan
Parish Clerk - Jo Boxall and 12 members of the public

Members of the public were advised that the meeting was being recorded.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Meader who was unable to attend for personal reasons and from Cllr Jarvis. Following the resignation of Cllr Williams, no requests for an election were received so the Council advertised to fill the vacancy by co-option in accordance with the co-option policy.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

No requests for dispensation were received. Cllr Joyce and Cllr King declared an interest in matters relating to the allotments for which they had received a dispensation.

3. MINUTES

The minutes of the Lyng Parish Council Meeting held on 17th November 2021 were unanimously **AGREED** as a true record as proposed by Cllr Joyce, seconded by Cllr Sullivan. Minutes were duly signed.

4. INFORMATION ON MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

Cllr Orton reported that Highways had confirmed their objection to the positioning of a grit bin on Pightle Way as it was considered that a movable grit bin would be immovable once filled. Cllr Orton confirmed that Councillors had agreed to wait until a new councillor was co-opted then arrange a training date to suit. Dates had been circulated.

As the Council had been unable to establish ownership of the raised manhole cover on the playing field, both UKPN and Anglian Water would be contacted in the first instance. Cllr Joyce suggested placing marking tape around the frame to highlight the trip hazard.

Padlock on gate into playing field – The Clerk confirmed that the Police, Fire and EAAT had confirmed receipt of the gate code.

Items for the next agenda to include speeding issues as it was acknowledged that there was more through traffic in the village (SAM2 machine data) and consideration of more dog bins on outskirts of village.

It was agreed that Cllr Joyce should contact the Hill and Vale to advertise future meetings.

5. TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS AND POLICE

District Cllr G Bambridge was not in attendance

County Cllr B Borrett - was not in attendance.

Police – Was not in attendance. The Police report was circulated electronically.

6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK ON AGENDA ITEMS and receive the commemorative plaque.

The Norfolk Lieutenancy Covid-19 memorial commemorative plaque was presented to the Council in recognition of the efforts of the community during Covid. A suitable location would be found for display.

Although it was confirmed that the Bam Bam statue not a council matter, an update was received following a resident's enquiry.

7. TO APPROVE CO-OPTION OF COUNCILLOR AND RECEIVE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE

One application was received. It was unanimously **AGREED** to co-opt Steve Davies onto the Council as proposed by Cllr Joyce and seconded by Cllr King. The Declaration of Acceptance of Office form was duly signed.

8. TO CONSIDER / APPROVE GROUNDS MAINTENANCE CONTRACT FOR 2022 – 2024 and CONSIDER / APPROVE TREE SURVEY QUOTE

Although three companies were approached and provided with a schedule of maintenance, only two quotes for grounds maintenance were received. Following consideration, It was unanimously **AGREED** to accept the quote from TTSR for grounds maintenance 2022 – 2024 as proposed by Cllr Joyce and seconded by Cllr Sullivan.

Two quotes were received to carry out a tree survey. Following consideration it was unanimously **AGREED** to accept the quote from A T Coombes as proposed by Cllr King seconded by Cllr Joyce.

9. TO REVIEW / AMEND FREQUENCY OF MEETINGS AND APPROVE CLERKS ADDITIONAL HOURS WORKED

The Clerk circulated her timesheet for consideration and submitted a claim for 11 additional hours for the period 13th September to 16th January 2022. It was unanimously **AGREED** to pay the additional 11 hours as proposed by Cllr Joyce, seconded by Cllr Davies.

Concern was expressed over increasing the frequency of meetings due to the related increased costs. Concern was raised about the lack of communication between meetings, and information received just prior to meetings which it was felt restricted Council business.

Following discussion Cllr Joyce proposed that council make a good effort to communicate and work as an effective council between the January and March meeting and review the frequency of meetings at the next meeting. This was seconded by Cllr Davies and **AGREED** unanimously.

10. TO APPROVE SIGNAGE FOR VILLAGE HALL DRIVE WAY AND CAR PARKING AREAS AND RECEIVE UPDATE / APPROVE FURTHER ACTION REGARDING CODE FOR GATE TO PLAYING FIELD.

The Clerk confirmed that the Police and the East Anglian Ambulance Trust now held the code to the playing field gate and the insurance company have been contacted for advice on how often to change the code. Their response to be circulated to Councillors once received.

The Clerk circulated suggestions for signage at the Village Hall / playing field. Following discussion it was **AGREED** unanimously to purchase 2 'children playing', '5MPH signage' with one post and 2 'vehicles left at own risk' signage as proposed by Cllr Orton, seconded by Cllr Joyce. It was agreed to purchase 'Keep Clear' signage for the gate into the playing field. It was agreed to leave the gate code as it currently is until receipt of advice from the insurance company.

11. TO RECEIVE UPDATE AND CONSIDER / APPROVE FURTHER ACTION REGARDING CARS DRIVING ON THE PLAYING FIELD.

Further correspondence from the solicitor confirmed that as the Council granted a legal right for the Bowls Club to gain access over the Field, the Bowls Club would have a right to make a claim against the PC for interference of this right, however given that there is no easy solution as the Council have exhausted all avenues, they recommend further talks with the Bowls Club. It was hoped that there was a possibility for the Bowls Club to obtain public liability insurance for private vehicles. It was **AGREED** to delegate to the Clerk and Chair to take matters further with the Bowls Club, as proposed by Cllr Davies, seconded by Cllr Sullivan.

The Clerk referred to the terms of the Trust Deed and Fields in Trust Deed when considering the possible provision of a designated driveway/ access on the playing field. Cllr Orton confirmed that he had spoken to the Fields In Trust team and that they confirmed that improvements to access and /or parking for users would be ancillary to the use of the facility and as such would not require their permission.

12. TO CONSIDER / APPROVE PRECEPT REQUEST 2022/23

The Clerk circulated draft budget / precept figures for 2022/23. It was unanimously **AGREED** to request a precept of £18000 as proposed by Cllr Joyce, seconded by Cllr King.

13. TO RECEIVE UPDATE AND APPROVE FURTHER ACTION REGARDING OUTSIDE GYM EQUIPMENT

Cllr Joyce circulated a quotation for outside gym equipment. It was confirmed that there was a need to look at a route of funding before bringing to Council for further consideration.

14. ALLOTMENTS

TO APPROVE FURTHER ACTION WITH REGARDS TO FORMATION OF AN ALLOTMENT ASSOCIATION

It was confirmed that due to the pandemic no meeting has yet been held.

TO CONSIDER REQUEST FROM PLOT HOLDER FOR CHICKENS / DUCKS ON THEIR PLOT

An application was received from another plot holder to have chickens / ducks on their plot. The Clerk had forwarded the Council's policy for keeping chickens and requested further information in accordance with this policy.

Cllr Orton gave reasons for not keeping ducks on the allotment including the lack of opportunity to rotate the ducks living quarters within an individual's plot.

Cllr Joyce proposed that the council respond to the plot holder and approve their request for ducks and chickens to a maximum of 10 birds on the plot, subject to receipt of further details from the allotment holder as requested in the existing regulations, seconded by Cllr Davies and **AGREED** with Cllr Orton abstaining.

15. POLICIES

TO REVIEW AND APPROVE STANDING ORDERS

It was unanimously **AGREED** to approve standing orders without amendment following review as proposed by Cllr Joyce, seconded by Cllr King.

16. TO RECORD PLANNING ISSUES

a) To record decisions made between meetings

3PL/2021/1623/VAR – Variation of condition No 2 amend the external finishes of all dwellings and Garages – Amend the site layout (location of plot 03 dwelling and garage) Discharge conditions

No's 4,5,6,9,10, 12 and 13 on 3PL/2021/0820/F at Dale View, The Street, Lyng

The application was circulated electronically and no comments / objections were received.

b) To consider planning applications received

No planning applications were received

c) To consider late planning applications

3PL/2021/1701/F –

Proposal - Proposed replacement poultry buildings

Location – Turkey Farm, Lyng Road

As the application was to replace existing huts on site, the Council unanimously agreed that they had no comment or objection to the application.

d) To receive decisions from Breckland District Council

No decisions were received

17. FINANCE

a) To receive financial update & income / expenditure

The balance of accounts as at 31st December 2021 were as follows; Community account £13,967.51, Business Premium accounts £8718.99 and £0.12. Monthly bank reconciliations / budget comparisons were carried out by the Clerk. The balance of the Community Car Scheme fund was £182.33.

b) To approve payments made and to be made & record receipts

All payments made since the last meeting to date in accordance with the attached schedules were unanimously **AGREED**, and receipts noted as proposed by Cllr Sullivan and seconded by Cllr Davies

c) To approve new signatory / to suspend Financial Standing Orders until new signatory can be appointed

Following the resignation of Cllr Williams it was agreed it was necessary to appoint a new signatory. It was unanimously **AGREED** to appoint Cllr Davies as the new signatory as proposed by Cllr King and seconded by Cllr Sullivan.

18. TO NOTE LATE CORRESPONDENCE, RECEIVE ITEMS FOR INFORMATION & FUTURE AGENDA

An email was received from a resident concerned about the lack of dog bins on the outskirts of the village.

Late correspondence had already been addressed under matters arising at the start of the meeting.

Floodlight on playing field – Cllr Joyce circulated details and costings for a solar flood light that can be set on a timer; the location is to be considered. Cllr Joyce to contact Planning at Breckland.

Cllr Davies proposed the Council consider the upcoming jubilee celebrations and suggested a joint venture with the village hall. It was agreed a proposal should be brought to the March meeting.

19. DATE OF NEXT MEETING

The date of the next meeting was confirmed as 16th March 2022, starting at 7.30pm. The meeting would be held in the village hall with social distancing measures in place. It was confirmed that in May, September and November the hall would not be available on the third Wednesday of the month, it was therefore agreed to bring meetings a week forward. It was agreed to hold a separate parish meeting in May.

16. TO CLOSE THE MEETING

There being no further business the meeting was closed at 20.51pm

Signed.....

Date 16th March 2022