

## **THE MINUTES OF LYNG PARISH COUNCIL MEETING HELD ON WEDNESDAY 17<sup>th</sup> JANUARY 2024 STARTING AT 7.30PM IN THE VILLAGE HALL.**

Present: Cllr Steve Davies (Chair), Cllr Kirsty King, Cllr Jason King, Cllr Steve Wright and Cllr Stuart Drabble  
Parish Clerk - Jo Boxall and 1 member of the public

### **1. APOLOGIES FOR ABSENCE**

Apologies for absence received and noted from Cllr Gittins and Cllr Joyce.

### **2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

Declarations of interest received from Cllr K King and Cllr J King on matters relating to the allotments for which a dispensation has already been received.

### **3. MINUTES**

Minutes of the Lyng Parish Council Meeting held on 6<sup>th</sup> December 2023 were unanimously **AGREED** as a true record as proposed by Cllr Drabble, seconded by Cllr Wright. Minutes were duly signed.

### **4. INFORMATION ON MATTERS ARISING –**

All matters were covered elsewhere on the agenda

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

District Councillor Gordon Bambridge gave a brief report, including an update on the proposed New Town development. Thanks were extended to Cllr Bambridge for his support with the flooding concerns, pushing the issue forward with the relevant organisations / departments. Cllr Davies was thanked for his efforts on behalf of the Council. It was confirmed that Breckland's Assistant Director will be visiting Lyng on 24<sup>th</sup> January and councillors were invited to meet and raise issues. County Councillor Bill Borrett and the Police were not in attendance.

### **6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK ON AGENDA ITEMS**

Two young residents raised concerns about the lack of amenities for teenagers and supported the suggestion of a BMX track.

### **7. TO RECEIVE UPDATE RE SAM2 / FORMATION OF COMMUNITY SPEED WATCH GROUP AND APPROVE FURTHER ACTION AS APPROPRIATE.**

Cllr Davies gave an update on the speedwatch scheme. 9 volunteers have come forward. It was confirmed that the use of the radar gun on the street (near the post box outside the shop) for use in both directions had been approved. Four large permanent signs highlighting community speed watch in action will be supplied, which it is hoped will help to slow speeding drivers. All necessary equipment will be provided and training dates have been circulated. The Police will support the Group.

It was confirmed that the SAM2 unit cannot be operating in the same area that the radar gun is in, due to potential conflict.

It was unanimously **AGREED** to fund the hire of the Village Hall for training as proposed by Cllr Davies, seconded by Cllr Drabble.

### **8. TO RECEIVE UPDATE REGARDING WEBSITE, COUNCIL DATA PLATFORM / COUNCILLOR EMAILS AND CONSIDER / APPROVE FURTHER ACTION**

The Norfolk ALC proposal for gov.uk website and Councillor email provision was circulated. Cllr Drabble expressed concern and proposed that the Council defer making a decision on the NALC proposal until March, so he could circulate further information and options for consideration, seconded by Cllr J.King and **AGREED** unanimously.

### **9. TO RECEIVE UPDATE REGARDING VILLAGE PROJECTS – BMX TRACK / BENCHES FOR RECREATION GROUND AND APPROVE EXPENDITURE / FURTHER ACTION AS NECESSARY.**

Cllr K.King confirmed that she has made enquiries re BMX tracks, and is awaiting a response from Clarke and Kent, a nationwide company who can design or design and install BMX tracks. The Motocross Club have been contacted for their input and Cllr King is going to look at tracks and gather further information. Cllr Drabble circulated different options for benches for consideration.

As it was confirmed that £1500 had been allocated in the Community Improvement Fund for 2024/25. It was agreed to defer a decision on expenditure for projects until March when the end of year budget figures would be available, highlighting any additional funds.

#### **10. PLAY AREA / PLAYING FIELD**

##### **To receive update regarding play area and receive quotes for rubberised chippings / membrane**

Cllr King circulated a report on rubberised chippings including costings for consideration. It was agreed to look at the membrane and see if this needs replacing as it was recognised that this would add to the costs.

As concerns were raised about the budget for 2024/25, it was agreed to defer a decision until March when end of year figures would be available.

##### **To review existing policy for use of playing field**

Following review it was unanimously **AGREED** that the existing policy for the use of the playing field was adequate and didn't need amendment as proposed by Cllr Drabble, seconded by Cllr K.King.

#### **11. CEMETERY**

##### **To receive update and confirm increase in fees in line with Church of England Parochial Fees 2024 from 1<sup>st</sup> January 2024**

A revised list of cemetery fees was circulated. The Council unanimously **AGREED** to the increase in fees to continue to keep fees in line with the Church of England Parochial Fees 2024 as proposed by Cllr Davies, seconded by Cllr Drabble.

#### **12. ALLOTMENTS**

##### **To receive update regarding registration of allotment land / Collens Pit (as part of Allotment to Former Highway Surveyor land) and approve further action / expenditure as appropriate.**

It was confirmed that the Solicitor is awaiting a response from the Charity Commission to the following request;

*"In order to protect the property, the Parish Council are seeking to register the land with the Land Registry and would therefore request - Access to the Deeds and document you hold in order to facilitate the registration of the land, permission to undertake this work and Copies of any other documents held by the Charity Commission following the dedication of this land, especially in relation to other land in the village as there is a suggestion that the dedication was extended but full information is not available to the Parish Council"*

##### **13. HIGHWAY MATTERS–To receive update / approve further action as appropriate on highway matters including concerns raised regarding flooding on Back Lane, Lyng & request for crossing near school**

Cllr Davies reported that a lot of work has been going on regarding the flooding in the village with involvement from other agencies but confirmed that it is a collection of factors that contribute to the flooding issue. The drains on Cadders Hill are standard drains but can't cope with excess water coming off of Manor Farm. It was understood that Norfolk Council Council needed to have a conversation with landowners to find a solution to the issue. Breckland have been made aware of the issue with some bins not being collected due to the flooding and have spoken to Serco to try and resolve the issue.

An email was received requesting a crossing opposite the Village Shop as there was an incident where two children were nearly hit crossing the road. The Council acknowledged that this was a Highways matter and as their budget was prioritised for projects where there was a history of accidents / high risk, it was agreed to ask the school if this is an issue that the school is concerned about, how many children walk to school unaccompanied and if any steps already been taken by the school or by parents to address the issue.

#### **14. TO RECORD PLANNING ISSUES**

##### **a) To consider planning applications received**

3PL/2023/0989/HOU – Proposed rear garage/carport. Proposed rear garage/carport and alterations to vehicular access. Proposed rear extension and alteration of existing side extension and porch roof from flat to pitched Amended plans and revised description at Minoochi, The Common, Lyng. – No comment or objection

**b) To consider late planning applications**

No late planning applications were received.

**c) To receive decisions from Breckland District Council**

No decisions were received from Breckland.

**15. FINANCE**

**a) To receive financial update & income / expenditure**

The balance of accounts as at 31<sup>st</sup> December 2023 were confirmed as follows; Community account £13809.76, Business Premium account £8810.48. Bank reconciliations / budget comparisons were carried out by the Clerk and circulated. An internal control review was carried out.

**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 Davies, seconded by Cllr J King. A cheque for £300 was received 15<sup>th</sup> January for £300 from the Organisers of the Lyng fling as a donation towards the upkeep of the play equipment.

3rd December 2023	Pete Clough - Community Car Scheme November	14.50
3rd December 2023	Chris Black - Community Car Scheme November	43.75
3rd December 2023	Alan Cooke - Community Car Scheme November	64.50
13th December 2023	Mrs Jo Boxall - refund website fee (Hugo Fox)	11.99
31st December 2023	Mrs Jo Boxall - December salary & exps.	508.77
3rd January 2024	Pete Clough - Community Car Scheme December	15.25
3rd January 2024	Christopher Black - Community Car Scheme December	35.00
3rd January 2024	Alan Cooke - Community Car Scheme December	12.00
3rd January 2024	Mrs Jo Boxall - refund website fee (Hugo Fox) - Jan	11.99
6th January 2024	Breckland District Council - election charges	1,164.64
<b>Total Expenditure</b>		<b>1,882.39</b>
<b>Receipts</b>		
15th December 2023	Breckland District Council - Community Car Scheme Grant	375.00
19th December 2023	East of England Co-op Funeral Directors - Playford	641.00
<b>Total income</b>		<b>1,016.00</b>

**16. TO NOTE CORRESPONDENCE, RECEIVE ITEMS FOR INFORMATION & FUTURE AGENDA**

All correspondence received was circulated to Council. Reports of flooding were received.

ICO complaint update - it was acknowledged that a large amount of the Clerk's time has been spent in answering the ICO's queries which has taken her away from her usual duties. An email was received from a resident questioning the validity of information received from the Council in November 2022. The Council remain satisfied that the information provided was redacted in accordance with GDPR principles and agreed they had no further comment to make on the matter.

The Council unanimously agreed that there should be no further communication with the resident on matters relating to the Bowls Club pending the conclusion of the complaint currently being investigated by the ICO. This would be reviewed / ratified in March.

Cllr Drabble circulated proposals for the Clerk's new laptop. It was agreed to include on the March agenda for approval.

**17. DATE OF NEXT MEETING**

The date of the next Parish Council meeting was confirmed as 13<sup>th</sup> March 2024 at 7.30pm. A date for the Annual Parish Meeting was agreed as 10<sup>th</sup> April 2024.

**18. TO CLOSE THE MEETING**

There being no further business, the meeting was closed at 21.38pm.