

Forncett Parish Council
Minutes of the meeting of the Parish Council
held remotely, via Zoom, on Thursday 16 July 2020 at 7.30pm.

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr A Coleman, Cllr G Barnes, Cllr D Welsby, Cllr S Allen, Cllr S Jackson

Parish Clerk Anne Rayner
2 members of the public

1. **To consider apologies for absence** – All Councillors were present.
2. **To receive any declarations of interest** – None to report.
3. **To approve the minutes of the last meeting (18 June 2020)** – The minutes were approved without alteration and signed as correct by the Chairman.
4. **To consider matters arising from the minutes (for information only)** – An Extraordinary General Meeting of Little Tractors playgroup proved inconclusive but a final meeting will be held on Monday 27th July. If no-one is found at this meeting to take over as Chair then it looks as though the playgroup may have to cease, which would be a great shame. An appeal for a new Chair has been circulated via the e-noticeboard. Documentation has been received with regard to the clerk's pension arrangement and the first payment should be taken from the parish council's bank account on 1 August.
5. **Open forum, to hear from members of the public, including reports from District and County Councillors** – There were no comments from members of the public at this stage.
6. **To consider planning applications:**
 - a) **2020 / 1109 – Old Post Office Cottage, Low Rd – Replacement of 4 x windows on front elevation (listed building)** – Following discussion, the parish council agreed there were no objections to the application, subject to the satisfaction of the historic buildings officer.
7. **To hear of planning decisions:**
 - a) **2020 / 0973 – Industrial Steam Museum, Low Rd – Erection of single storey entrance porch** – Approved
8. **To report planning comments agreed via e-mail in between meetings** – None
9. **To hear a FENS update** – Julia Fromings-Hill confirmed that she attended a meeting hosted by South Norfolk Council, the attendees were representatives from other community support groups, some set up before the Covid-19 pandemic but some only formed in response to the crisis. SNC would like to harness the enthusiasm shown from community group and keep them going post Covid. Julia asked, as a community, do we want to be more involved going forwards, or would we prefer to leave FENS running in the background, knowing that it can be picked up again and can work effectively when needed. The Chairman passed on thanks on behalf of the parish council to Julia and all the members of FENS, also particularly Su Leavesley for her invaluable work with the e-noticeboard, but the parish council felt the commitment to FENS was currently sufficient and it could be left

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running, without the need for increased commitment and the need to develop it any further at the moment. Julia also mentioned the incredible amount of informal support offered during the duration of the pandemic, mostly between neighbours, picking up shopping and prescriptions etc. The parish council passed on their sincere thanks to Julia and the rest of the FENS team.

10. **To consider and approve the 'website accessibility statement'** – The statement, circulated prior to the meeting, was approved and the clerk will ensure it is displayed on the parish council website.
11. **To confirm details of the NCC Parish Partnership Scheme** – NCC will be running the scheme on a 50/50 basis with parishes again for the 2021/22 year. The clerk has asked Westcotec for a quote for a flashing 20mph school sign. The Chairman and Councillor Welsby felt it may be useful to meet the representative from Westcotec at the site, to discuss possible sites for the sign and the power source. The clerk will get in touch with Westcotec to arrange this.
12. **To hear guidance from NALC regarding holding meetings** – NALC are recommending that meetings continue to take place remotely for the time being. When meetings do resume, there is a list of recommendations to consider, including: Hand sanitiser at the doors, staggering arrival times, ensuring seating is at least 2m apart, asking people to wear face masks, ensuring meetings are paperless, arranging seating making sure that people do not face each other and opening windows and doors wherever possible. Following discussion it was agreed to hold the September meeting remotely and assess the situation each month from thereon.
13. **To review the following policies: FOI and Publication Scheme** – The existing document was circulated prior to the meeting and the clerk confirmed no changes are necessary. The document was re-approved.
14. **To confirm exemption status from PKF Littlejohn (external auditor)** – Confirmation has been received from PKF Littlejohn of the parish council's exempt status.
15. **To receive the RFO report and consider the approval of the following payments:**

Ch. No.	Amount	Payee	Notes
SO	£ 341.82	A Rayner	July salary

The financial report and the payment were both approved.

16. **To consider correspondence:**
 - a) **Norwich Western Link Local Access Consultation** – The consultation on the Western Link Rd (to link the NDR and the A47) will run between 27 July and 20 September. Further information can be found at www.norfolk.gov.uk/nwl

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- 17. Items for information and comment** – The Chairman reported that work is taking place by the village hall committee to ensure everything is in place for when the hall can re-open. Advice is being taken from the hall's insurance company and also ACRE (Action with Communities in Rural England). Any advice from these groups needs to be in line with the current Government guidelines, which currently does not allow community facilities to be used for sporting activities. The village has had a few road closures again recently and has received a notification today that Bentley Rd will be closed from 3 – 5 August. Some cabling work seems to be taking place on Mill Rd, although this is unlikely to involve the road being closed. Councillor Allen thought this was relating to work by County Broadband.

Phil Whiscombe reported that the SAM2 is currently in a new location on **where was this Brian?** The latest recordings from Long Stratton Road suggest that traffic volumes are still 25% lower than they were prior to lockdown.

Councillor Barnes gave a brief update on the fundraising activities for St Peter's Church which include lockdown photos, selling facemasks and a bike ride. There is also now a publicity committee who are doing a great job and plan to launch a Facebook page to raise the profile of the appeal and also possibly a Just Giving page. A new grass cutter is also currently being sought but it is possible that someone suitable has been found.

- 18. To confirm the date of the next meeting as 17 September 2020, unless urgent business arises.**

There being no further business, the meeting closed at 8.35pm.