

Forncett Parish Council
Minutes of the meeting of the Parish Council
held remotely via Zoom on Thursday 18 June 2020 at 7.30pm.

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

Parish Clerk Anne Rayner
District Councillor Barry Duffin
1 member of the public

1. **To consider apologies for absence** – Apologies were received and accepted from Councillor Barnes.
2. **To receive any declarations of interest** – None to report.
3. **To approve the minutes of the last meeting (21 May 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)** – The Chairman reported that, following renovation, the noticeboard on the side of the barn at the junction of Low Rd / Station road has been returned to its original setting. Thanks go to the homeowners for agreeing it could be returned to the same place. Following a note in the Flyer report last month it was good to see that some of the hedges overgrown areas in the village have been cut back, although the parish council would like to remind residents to be mindful of nesting birds at this time of year.
5. **Open forum, to hear from members of the public, including reports from District and County Councillors** – District Councillor Barry Duffin reported that the Help Hub at South Norfolk Council continues to be busy. Some residents are now struggling financially, entering the fourth month of no or reduced income. Shops are re-opening and steps have been taken in the market towns to allow shoppers to return with confidence. This includes the provisions of hand sanitiser stations and Perspex screens in shops. Another batch of funding is available from the District Council, specifically aimed at businesses which did not qualify for financial help in the first instance.
6. **To consider planning applications:**
 - a) **2020 / 0973 – Industrial Steam Museum, Low Rd – Erection of single storey entrance porch** – Councillors unanimously supported this application.
7. **To hear of planning decisions:**
 - a) **2020 / 0639 – Chestnut Tree Farm, Bustards Green – Notification for prior approval for proposed change of use to dwellinghouse – Approved**
 - b) **2020 / 0647 – The Granary, Northfield Road – Extensions to garage and workshop with first floor play room (revision to 2019 / 1647) – Approved**
 - c) **2020 / 0814 – Lime Tree Farm, Long Stratton Rd – Removal of concrete render, repair & replacement of timber-frame structure, installation of external insulation and lime render finish – Approved**

**d) 2020 / 0703 – Land north of Walnut Tree Cottage, Low Rd – Erection of two storey dwelling
- Refused**

- 8. To report planning comments agreed via e-mail in between meetings – None**
- 9. To confirm the annual CIL report has been submitted to SNC** – The CIL report to the period end 31 March 2020 has been completed and sent to South Norfolk Council.
- 10. To consider changes to clerk pension arrangements** – Following a request from the clerk, Councillors discussed via e-mail in advance of the meeting, making a pension contribution into the clerk's own pension arrangement, a SIPP. Councillors agreed they would make a contribution of 15% of the clerk's salary. The clerk will investigate further what needs to be done to ensure this is administered properly. The clerk thanked Councillors for agreeing to a contribution.
- 11. To discuss village hall matters** – The annual village hall public meeting was recently held (remotely). The eight trustees remain unchanged – April Carlin, Andrew Coleman, Gill Coleman, Anne Frith, Brian Frith, Glen Humphreys, Gill Starkie and Pam Thurtle. The village hall committee are currently waiting to hear when the village hall can be used again and what steps will need to be taken to ensure users adhere to guidelines. Information is being received from the village hall's insurers and also Action with Communities Rural England (ACRE) but it is still a rapidly changing situation. It is clear that all hall users will need to have a formal plan agreed with the village hall which conforms to the regulations in force at the time.
The village hall was very pleased to receive the old staging system from the school recently, now that the school has a new one. Hopefully this can be used in the not too distant future, although it is possible that the play originally planned for the end of September / beginning of October may not go ahead.
The village hall did receive one of the Government Coronavirus Support Grants, paid via South Norfolk Council. This was very much appreciated and enables the hall to carry on maintaining the cleaner's employment and will compensate for loss of bookings and fundraising events, such as the village fete.
- 12. To hear an update regarding the conservation area appraisal** – A draft appraisal was recently issued to some members of the History Group, which caused a little confusion, as those members didn't take place in the walkabout of the village in January with the Conservation Officer from South Norfolk Council. However, it transpired that there were sections of the report relevant to the history group, which they had been invited to comment on, before the final draft is issued for wider comment.
- 13. To receive the RFO report and consider the approval of the following payments:**

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

The financial report, circulated prior to the meeting, was approved and the payment of the clerk's salary via standing order was authorised.

- 14. To consider correspondence** – Although there was no correspondence received when the agenda was published, a few issues have come in during the last week and they are as follows:
- a) Road markings** – A resident from Long Stratton Road recently asked about blue markings which have appeared in the road in the village and specifically, on his driveway. The Chairman reported that these relate to works being undertaken by County Broadband and the clerk will contact the company for further details.
 - b) FENS group** – Julia Fromings-Hill recently took part in a Zoom meeting held by South Norfolk Council relating to community support groups set up in response to the coronavirus pandemic and those also established before the start of the pandemic. Some of the calls received by South Norfolk Council via their help hub were passed on to the FENS group. South Norfolk Council hope to keep the momentum of community groups going and plan to host regular meetings to facilitate this. Julia will hopefully attend a parish council meeting soon in order to discuss how the support offered in Forncett can continue when the coronavirus issue subsides.
 - c) Little Tractors playgroup** – An extraordinary general meeting of the playgroup committee will take place via Zoom on Monday 6 July 2020. The details will be circulated via the village e-noticeboard and members of the public will be welcome to attend.
 - d) Parish Partnership Scheme** – Norfolk County Council have confirmed that the parish partnership scheme will run again next year, on the same 50 / 50 basis as the previous year. Councillors agreed that the clerk should obtain a quote for a flashing 20mph school sign, as previously agreed. **Action AR.**
- 15. Items for information and comment** – Phil Whiscombe confirmed that the SAM2 rota is up and running again properly, following the easing of lockdown. The data shows a steady increase in the volume of cars since lockdown started to ease but the levels of speeding seem to have reduced from the levels recorded during lockdown.
- The Chairman reported that Norfolk County Council contractors should carry out at least one cut of the footpaths and it is understood that this cut may be in June. It would helpful if residents could report if they see a footpath being cut as this would help to plan where and when future works are needed.
- The Chairman thanked Su Leavesley and all contributors and distributors of the Forncett Flyer during this difficult time. Su has received plenty of additional content and between 160 – 170 of the printed copies are being picked up, with a lot more being viewed online.
- Councillor Jackson made a suggestion that, especially during lockdown, people seem to have been growing their own fruit and veg and asked if a central point in the village could be identified for anyone with leftover supplies to leave, for other villagers to pick up. Councillors agreed this sounded like a good idea and it may be possible to tie in with allotment holders. It was agreed that this could be suggested via FENS, possibly with an item in the Flyer but someone would need to arrange and co-ordinate a drop off point.
- 16. To confirm the date of the next meeting** – It was agreed to hold the 16 July meeting via Zoom. The parish council does not usually hold an August meeting and it is hoped that ‘normal’ meetings may be re-instated in time for the September meeting.

There being no further business, the meeting closed at 8.30pm.