

Forncett Parish Council
Minutes of the annual meeting of the Parish Council
held at Forncett Village Hall on Thursday 2021 at 7.30pm

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr A Coleman, Cllr G Barnes, Cllr D Bezkorowajny

Parish Clerk Anne Rayner
District and County Councillor Barry Duffin
4 members of the public

1. **To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office** – Brian Frith was nominated and seconded and accepted the role of Chairman for another year. The appropriate form was completed.
2. **To elect a vice-chair and receive their declaration of acceptance of office** – Bev Humphreys was nominated and seconded and accepted the role of Vice-Chairman. The appropriate form was completed.
3. **To consider apologies for absence** – Apologies were received and accepted from Councillors Welsby and Allen.
4. **To receive any declarations of interest** – None to report.
5. **To approve the minutes of the last meeting (15 April 2021)** – The minutes were approved without alteration and signed as correct by the Chairman.
6. **To consider matters arising from the minutes (for information only)** – Councillor Humphreys reported that the owner of the land on Spicer's Lane has been identified. They are aware of the fly tipping problems but it seems to be a long standing issue. As it is private land it is the owner's responsibility to remove the rubbish, not the District Council. Councillors felt that removing the sign may actually help the problem, along with some additional hedge planting which may screen the site and stop people adding to the existing rubbish. Councillor Bezkorowajny asked if a skip could be hired, to at least remove the existing rubbish, of which there is quite a lot. Councillor Humphreys will speak to the landowner again and report back.
7. **Open forum, to hear from members of the public, including reports from District and County Councillors** – Councillor Duffin said there was little to report from the County Council. Their Annual Meeting will be held at the Showground as it is the only place suitable to accommodate social distancing. With regard to the District Council, an enforcement officer will be visiting the Old Vineyard and Councillor Duffin will report back.
8. **To consider planning applications** – None to report
9. **To hear of planning decisions** – None
10. **To report planning comments agreed via e-mail in between meetings** – None

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- 11. Christmas Eve flooding – update** – The Chairman has been in touch with contacts from the Environment Agency and the Water Management Team to chase progress towards the next step, which is a visit from Natural England. It appears Natural England are not currently carrying out site visits but they hope to be in touch soon with a proposed date. The Chairman confirmed that a full survey of the river has been carried out but it will be a considerable time before findings are implemented. Councillor Humphreys reported that Highways have flushed through the large pipes and have also cleared the gully on the bend of the road. Every household in the County should soon receive a leaflet with information about flooding, from the Norfolk Strategic Flood Alliance. Although river levels are running low at the moment Councillor Humphreys reported that 4mm of rain last weekend caused the ditches in the area surrounding the river to overflow.
- 12. To confirm the CIL contribution to the Parish Partnership signs** – The parish council resolved to spend the current CIL funds (£915.54) on the parish's contribution towards the flashing school 20 mph signs.
- 13. Policy reviews: Statement of Internal Control** – It was agreed to include a section relating to payments and those made by BACS and Standing Order. Other than this, Councillors agreed no revision was necessary.
- 14. To receive and approve the internal audit report** – The comments included in the audit report were noted and the Chairman thanked both the clerk and the internal auditor for the work carried out.
- 15. To declare that FPC is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015 and confirm exemption for 2020 / 21-** Forncett Parish Council agreed with the declaration that it is an exempt authority.
- 16. To approve the Annual Governance Statement** – The statement was read aloud and Councillors agreed this be approved.
- 17. To consider and approve the Accounting Statements for 2020 / 21** – The accounting statement was circulated prior to the meeting and this was unanimously approved.
- 18. To consider the village hall grant for the 2021 / 22 year** – On behalf of the village hall committee, a request was submitted that, instead of receiving the grant, that the parish council pay for new energy saving lights to be installed. Councillors agreed to this request.
- 19. To consider the approval of the following payments:**

Ch. No.	Amount	Payee	Notes
SO	£ 356.86	A Rayner	May salary
DD	£ 54.80	A J Bell	May pension contribution
BACS	£ 374.10	Came & Co	Annual Insurance
BACS	£ 66.00	A Barnes	Internal Audit
BACS	£ 800.00	Forncett Flyer	Grant

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20. To consider correspondence:

a) NCC verge cutting policy – A resident asked the parish council to make representations to Highways, following a letter to Norfolk County Council regarding their verge cutting policy. Martin Wilby, Member for Highways has responded advising that A and B roads will receive two cuts this year and C and Unclassified roads one cut, with extra cuts taking place at dangerous junctions and corners. The parish council felt this is a reasonable policy. Whilst discussing verges, it was agreed that the Flyer report should include a request for residents to cut back any hedging which is encroaching onto pavements or roads.

21. To agree meeting dates for the forthcoming year – Meetings will continue to be held on the third Thursday of each month, except for August and the meeting dates will therefore be as follows: 2021 – 17 June, 15 July, 16 September, 21 October, 18 November, 16 December. 2022 – 20 January, 17 February, 17 March, 21 April and 19 May.

22. Items for information and comment – The Chairman thanked Councillor Bezkorowajny for taking over the checks on the defibrillator at the village hall. The Chairman has been in touch with South Norfolk Council to ask if any form of litter pick will be taking place this year or, if residents collect some litter, will it be possible for it to be collected from a nominated point. A meeting has been arranged with the landowner of the allotments for Saturday 5 June. The Chairman, clerk and possibly one other Councillor will attend, together with the Chairman of the Allotment Association.

It was noted that Mill Road has a road closure planned for four days next week.

Councillor Bezkorowajny asked if there was any scope to set up a Farmers Market in the village, perhaps quite informally, just to share local produce and make sure any glut of vegetables grown can be used rather than going to waste. There are also residents producing nice local arts and crafts which could be included. Councillor Barnes confirmed that she holds a small 'market' once a month in aid of Friends of St Peters' and a larger event is being planned for 19 June which will include a bric-a-brac sale and a cake sale for the WI. Councillor Bezkorowajny asked about the annual fete and the Chairman confirmed this would not be taking place this year. The event takes a full year of planning and with all the uncertainty relating to Covid-19 and the restrictions, it was not possible to plan for the fete. However, if the Government Roadmap continues, a 'village walk' is planned for 27 June, finishing at the village hall with tea and cakes (outside), followed by a service at St Peter's starting at 6pm, as a celebration of coming out of lockdown and restrictions. It is also hoped to hold a BBQ with music one afternoon in early September, again, if the cessation of restrictions takes place.

23. To confirm the date of the next meeting as Thursday 17 June 2021.

There being no further business, the meeting closed at 8.45pm.