



Castle Acre Parish Council

Clerk: Mrs Libby Firth, 7 Sandles Court, Back Lane, Castle Acre, Norfolk PE32 2XF
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Minuted record of Parish Council Meeting business conducted at Castle Acre village hall on 14 July 2022 at 7.30pm.

Present: Cllr Laurie Fisher - Chairman, Cllr Neil Patrick - Vice Chairman, Cllr Helen Breach, Cllr Martin Hickey, Cllr Tim Hubbard, Cllr Martin Tate, Cllr Liam Manson, Cllr Sheila Moister

In attendance: Mrs Libby Firth - Clerk, Cllr Jim Moriarty - Borough and NCC Councillor (from item 67), no members of the public attended.

37. Apologies: The Council accepted apologies from Cllr Sean Allen.

38. Minutes of the 9 June 2022 PC meeting

Items to be corrected: Item 30c. 'MT' typed twice, the second 'MT' should read 'MH'. Item 30d. Reword sentence to read 'due to a lack of manpower BCKLWN were...'. Cllr Hubbard proposed approval of the Minutes, seconded by Cllr Tate. Agreed.

39. Health & Safety

Tree Report - Cllr Hubbard confirmed that quotes have been requested for work required on the ash trees in the walkway that runs from North Street onto the eastern side of the playing field. Cllr Hubbard confirmed that Holkham's Tree Officer had been informed about the ivy-loaded elder tree encroaching over the South Acre Road from the west of Priory Precinct field boundary. No reply received.

40. Matters requested by Councillors

a. Heritage Lottery project – financial update, burial ground update. Cllr Hickey reported that the project's second instalment of funds from the Heritage Lottery Fund (HLF) will not be paid until invoices received match the initial 50% grant of £17,775 (expected by end July). HLF has approved an additional spend of £2,825 for the first stage of remedial work on the Pyes Lane non-conformist burial ground. Completing the heritage project will be celebrated at a Village Heritage Day on 24 September with a series of events to which residents are invited..

b. Visitor car park – surface matting grant application update. Cllr Hickey reported the total quoted cost for the surface matting is £27,400 + VAT. To cover this expenditure, Cllr Hickey and Cllr Tate submitted an application for BCKLWN CIL fund for £15,000 and a £7,000 bid to the National Lottery Community Fund: 'Awards for All'. The balance of £5,000 will come from the PC's CIL and bank reserves. Without securing this funding for the protective matting, the visitor car park would not be viable.

41. Planning - Cllr Fisher made a declaration of interest and requested to be excused from the application review. The Council agreed.

- Ref: 22/00956/F: Application for the Old Vicarage. New windows and doors to the house and south side of the stable block. An infill extension between the existing single-storey wings to the north side of the dwelling at The Old Vicarage, Priory Road, Castle Acre, King's Lynn, Norfolk PE32 2AA. The Council voted unanimously not to support this application. It objects to the gothic style of the proposed window design which is not in keeping with the overall appearance of the house.

42. Updates on actions required from previous meetings

South Acre Road TRO update - Cllr Hickey circulated an email from NCC Highways detailing the current status of the proposed TRO on part of South Acre Road and the ford. Plenty of expressions of support

were received including Holkham, West Acre Estates, Natural England as well as Norfolk Rivers Trust. While working as swiftly as possible to seal the traffic order, NCC Highways is cautioned by the potential legal action by an off-roader group which has appointed a solicitor.

The next stage of the process is preparation of a Delegated Powers report to be reviewed and approved by senior officers and members. Cllr Hickey urged Cllr Moriarty to ensure NCC does not back down from the threat of legal action against implementing the TRO, putting the village and its residents first.

43. Correspondence

a. Installation of wooden fingerposts indicating the public footpath through the churchyard. - E-mail from NCC Countryside Assessor Officer who had been informed that there is a "great deal of upset" in the village caused by the appearance of wooden fingerposts indicating the public footpath through the churchyard. He asked for further explanation. The Council had not received any reports and is not aware of any upset and requested the clerk to inform the officer as such.

b. Castle Acre Trod weeds - E-mail response from NCC Highways Locality Designer Officer, after investigations of the weeds protruding through the trod surface, which confirms they are wild horse radish. It assures the PC that the HW weed spraying contractor will include the trod in their noxious weed programme.

c. Invitation to bid for Parish Partnership 2023/24 - Clerk informed the Council that NCC sent an invitation to bid for the Parish Partnerships scheme for local highway improvements in 2023/24. All bids to be submitted by 09 December 2022.

d. Email update from owner of The Mill, Newton-by-Castle-Acre. E-mail correspondence from the owner of The Mill property in Newton-By-Castle-Acre updating the PC on his demand for a weight restriction on the bridge over the Nar in front of his property, to protect both the bridge and the property. The Council had no further comments to make.

e. Shared Ownership Property, Castle Acre - Local Housing / Broadland Housing Association (BHA)
- The BHA Housing Manager informed the PC that BHA will be marketing the two-bed shared ownership property at Bricknel Close to local people to give them the first opportunity to purchase/rent before going onto the wider market. Further information to be sent to the PC in due course. Clerk to publicise this on social media and in the Nar Valley News, subject to timing.

44. Reports

Highways - Cllr Manson agreed to begin research into the future of charging points for electric vehicles and their impact on small rural Norfolk villages.

Village hall - The committee are seeking quotes for the installation of solar panels. Cllr Hickey repeated his past calls for improvements to the hall's poor acoustics and urged the committee to get expert advice and seek funding. Cllr Breech promised to bring this to the committee's attention.

School - No new updates

CAPFA - The Bowls Club has requested a letter of support from the PC for their CIL funding application to build an extension onto the toilet block. The Council agreed for Cllr Fisher to write a letter of support. The committee has approved the updated Service Level Agreement. Cllr Hickey to circulate this to Cllrs for review, prior to approval at the next PC meeting.

- The committee has confirmed the old swing set on the playing field will be assessed and if it cannot be repaired, it will be removed.

- The committee is drawing up a medium term strategy for investing in replacing the disused basketball court with a multiuse games area (MUGA) - including tennis court/five-a-side football and the new popular

Pickleball game – plus extending the pavilion by adding a public toilet block and referee changing room as well as laying down a reinforced protective tiled surface on the car park, plus electric vehicle charging points. The first stage is to seek residents' views through a door-to-door questionnaire, followed by staged grant applications.

Norfolk County Council (NCC) - Cllr Moriarty circulated an email report that included the topics of: Norfolk's holiday activities and food programme; Debate Not Hate - the impact of abuse on local democracy; the Local Transport Plan; the Norfolk Assistance Scheme; Jubilee trees for Norfolk; Norfolk's carers: free wellbeing packs; Proposals for £13 million of cost savings. The full report can be seen on request via the Clerk.

BCKLWN (BC) - Cllr Moriarty reported on: Serco being asked to follow up on the promises made at the beginning of their contract with BCKLWN. CIL funding is once again open for applications, same rules applying.

45. Accounts to be paid:

ITEM:	Cost to PC Budget:	Grant funded:
NLHF project- project manager monthly fee, invoice AM9 - project manager expenses claim, photocopying for Test Pits 2/3 July - Invoice for 'Heritage Consultant Workshops 2', June village stone survey - Invoice for 'Heritage Consultant Workshops 3' July test pits surveys		£780 NLHF grant £16.00 NLHF grant £150 NLHF Grant £1460 NLHF Grant
NLHF project- NCC Invoice 10003414 workshops 20/5/22		£768 (£128 vat) NLHF grant
NLHF volunteers' travel expenses - M.M. - C.P. - A.C.		£48.40 £72.00 £192.00 NLHF Grant
NLHF Chris Roberts Plant identification workshop on 14 June 2022 (£250.00) and travel expense (£16.65) invoice. '2022'		£266.65 NLHF Grant
Clerk Salary April-June 2022	£971.10	
Clerk training 'professional Minute taking' Norfolk Parish Training and Support invoice 19739	£48	
Cllr SM expenses for Jubilee event 5/6/22 Minus £15 for defibrillator training on 25/6/22		(£88.72 Jubilee fund) £73.72 to reimburse to SM
HLF village Hall hire April- June 2022 invoice PC2022/HP001		£415 NLHF Grant
Village defibrillator training course 25/6/22, £105 collected from course attendees' overall cost to pc £95	£240 (£40 vat)	

Greenman Woodlands invoice 110606 for work on Hornbeam in Stocks Green (£95 to come from funds given to pc via benefactor) and whitebeam on playing field (£65)	£160	
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- Cllr Manson was asked to review and approve the quarterly report prepared by the Clerk. Approved.
- Cllr Hickey requested inclusion of an additional £500 NHLF Finds Identification Day project invoice from Sue Anderson, Spoilheap Archaeology, invoice No. 2022/039. Approved.
- Cllr Hickey requested advanced permission to process payments for any NLHF project invoices that may need paying in August, given that the Council will not be meeting until September. Any invoices would be e-mailed to Cllrs for their approval and included in September accounts. Agreed.
- Cllr Moister asked the Council to consider assigning the unspent Jubilee budget for a future community event. The Council agreed to budget £250 for potential future community events.
- Cllr Hubbard proposed approval of the accounts to be paid and Cllr Moister seconded, the Council agreed.

46. Village Maintenance.

- Cllrs asked the Clerk to contact HW and share their concerns over the questionable effectiveness of the recent repairs made to the road surface at the ford on South Acre Road.
- Clerk was given permission to look into purchasing a new frame to display the SSSI sign at the ford, which has been damaged.
- The Council agreed to make enquiries to the Church PCC to find out whether the churchyard maintenance contract had been changed.
- Cllr Moister raised a resident's request for the PC's support to contact English Heritage and ask if they would consider installing a beacon at the Castle for future events similar to the Jubilee. Agreed.

47. Public questions.

- N/A

The meeting closed at 9.00pm.

The next full Parish Council meeting is scheduled for **Thursday 15 September 2022** at 7.30pm at the village hall.