

Castle Acre Parish Council

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Minuted record of Parish Council business conducted at the village hall on 11 November 2021 at 7.30pm.

Present: Mr L Fisher (LF) Chairman, Mr N Patrick (NP) Vice Chairman, Mr M Hickey (MH), Mr T Hubbard (TH), Mrs S Moister (SM), Mr M Tate (MT), Mr S Allen (SA)

In attendance: Mrs L Firth (Clerk), Mr J Moriarty (JM) Borough and NCC Councillor and three members of the public

76. Apologies: Mrs H Breach (HB), Mr L Manson (LM)

77. Minutes of the 14 October 2021 PC meeting

Following corrections made:

- Item 72. BC report, formatting issue resulted in text in the BC report that should have been in the NCC report. Clerk to correct and check that the correct BC report was circulated on email to Cllrs.
- Item 18. CA Youth Project, correct wording from West Acre 'Estate' to West Acre 'PC'
- Item 62a. Pales Green hedgerow request to change the description of the hedgerow bordering the eastern side of the allotments to be corrected to 'western side'.
- Item 69a. CA voice, MT wished for the text to be corrected to ensure the wording conveyed that the NHP funds have been allocated, correctly, to support the CA voice production costs given that it is advertising the NHP.
- Item 72. Cllrs wished for the wording of the report regarding the HGV survey to convey that Cllrs had not confirmed that the survey was to take place but that it was still under discussion as an option when attempting to tackle the ongoing traffic concerns in the village.

MH proposed approval of the minutes which was seconded by TH.

78. Health & Safety

- Cllrs reported streetlights that are in need of repair on Little Lane, Foxes Meadow and De Warrenne Place. Clerk to report.

79. Updates on actions required from previous meetings

41 (2019). Surface water flooding and drainage issues.

- No further update, MT and Clerk continues to chase HW contacts for progress reports.

54. PROW and permissive paths on Holkham land.

- Cllrs awaiting to review a covering letter that Holkham Estate now intends to offer the PC instead of the originally discussed contract of assurance. MH in discussion with Holkham surveyor over the wording of the covering letter, to be reviewed at a future meeting.

6. Ostrich pub - bottle and paper bank.

NP had been informed by The Ostrich management that the car park will not be open before December and that they are advising the PC look to relocate the recycling banks as they will require all of their parking spaces to be available. Cllrs discussed where the banks could be moved to and considered that St James' Green, near to the entrance gates to the playing field, may be the only alternative. Clerks to calculate the cost of the annual hire of the banks

verses the income made from the recycling credits so that Cllrs may decide the banks are no longer worth the financial investment. LF to discuss further with The Ostrich management

18. CA Youth Project

- SM reported that the YMCA have offered to put a bid together for the PC to apply for the Aviva Community Funding. Cllrs discussed the issue that this funding must be applied for on an annual basis and may not be a sustainable option in the long run. Clerk contacted West Acre PC who confirmed that their youth project had been closed but was due to start up again. The Clerk reiterated CAPC's offer to combine forces and hoped their Youth Project lead would get in touch with SM or the Clerk as and when appropriate. JM suggested that Gt Massingham have a large Youth Community and might be open to collaboration ideas.

33. CAPC Bank switch.

The Clerk has had to cancel the application and reapply due to a mistake made on initial application that frustratingly cannot be corrected internally by Natwest.

44e. Invitation to bid for Parish Partnership 2022/23.

The PC has until the end of December 2021 to apply to bid for funds under the NCC Parish Partnership scheme. MH advised that there does not currently appear to be anything on the PC's investment priority list that matches the PP criteria and would recommend that the PC focuses its time on the other funding opportunity offered via the Road Safety Community Fund.' All Cllrs were in agreement.

57c. National Lottery Heritage Fund (NLHF) application - update.

The NLHF project's launch event, on 6 November, was a success with 60 members of the public in attendance, many of whom signed up for several of the future events. The project's new webpage on the Castle Acre village website has gone live and people can sign up to join any of the project's future events over the next 12 months via the webpage. One event is to be rescheduled from the 4th December, as it clashes with a festival at the CA Church. MH to circulate the launch events presentation on email.

62a. Pales Green hedges maintenance.

Clerk to confirm with TTSR what work is required on the hedges before TTSR can send a quote for the additional work. TTSR were unable to accommodate a site meeting.

69b. Priory Toilets signage.

Following confirmation from JM that there is funding available to help improve the signage for the Priory toilets, LF confirmed the PC's proposal for additional directional signage to the 'Priory Toilets' to be added to the current brown tourism signs already in place at Pyes Lane, Stocks Green and near to the play area at the playing field. Clerk to seek quotes for the new signage. JM advised the PC should contact the Regeneration and Economic Development Support Officer at the BC directly to enquire about possible funding.

71a. Queen's Platinum Jubilee Beacons 2022.

SM agreed to help coordinate the PC's efforts towards organising a village Platinum Jubilee celebration. The Clerk received communication from the Friends of Castle Acre Church (FOCAC) who are looking into holding a Flower Festival in the Church to mark the Jubilee. Clerk confirmed with FOCAC that the PC were also hoping to arrange a village celebration and would be happy to attend the FOCAC meeting that will be held in the new year to discuss the festival. Clerk and SM to contact various village groups regarding the celebrations and suggest they also attend the meeting in the new year and look to collaborate.

71b. Pandemic Memorial Token- presentation at the School.

The clerk contacted Castle Acre School who happily agreed to receive the Pandemic Memorial Token on behalf of our community, with the plaque to eventually be displayed in the village hall (alongside several other memorials) and be accessible to the whole community. Peter Wilson MBE DL, Vice Lord-Lieutenant of Norfolk will present the school with the token on Friday 19th November 2021.

80. Matters requested by Councillors.

a. Bricknel Close - priority sales to village residents

MH continues to chase Holkham to confirm when they will be running their suggested 'roadshow' of the new builds for CA residents and when the PC can approach the nominated housing association for the social houses.

b. Erosion in Minn's Meadow

The PC received communication from a concerned party regarding the erosion along the banks of the Nar River in Minn's Meadow. Cllrs discussed the bank erosion recognising that most human activities around the river will influence wildlife and the natural environment. Walkers form paths and flatten vegetation, children playing in the river disturb the bed and banks, even careful fishermen will disturb birds and the wildlife around them. The PC agreed that a balance has to be struck between parishioners' welfare and enjoyment against the impact on the natural surroundings. Whilst dogs climbing around the river will undoubtedly lead to some erosion, it was felt that the impact was tolerable. Clerk to contact Norfolk River Trust and the River Drainage Board to seek their advice with site visits where possible.

c. Road Safety Community Fund

JM to discuss in the 'NCC report', item. 38.

d. Visitor car park off Priory Lane - lease terms and change of use application

Following a review of the field, to assess and measure which area is suitable for use as parking, MT presented a schematic to Cllrs. This shows an area for 40 parking spaces, which does not include areas of hedging and bog and fits within the mapping supplied by Holkham. MH to send the schematic to Holkham and request an estimated annual rent to allow Cllrs to consider the ongoing cost of the lease and upkeep to the parish, given that the PC could not charge for parking. The PC will need to consider relevant insurance or no-liability options for the car parking facility. MH/MT seek professional advice on which type of surface matting is suitable for parked cars, without disturbing the ground. Now the Neighbourhood Plan (NHP) has been made and is going to referendum, this underwrites the case for 'change of use' for the field, given that the NHP allocates this site as a visitor car park.

e. New expenditure proposals for draft PC budget 2022/23

MH asked Cllrs for notification, ahead of the December PC meeting, for any new expenditure proposals for the year ahead. MH to report at the December PC meeting.

81. Planning.

- NA

82. Correspondence.

-OTN Update- October 2021

Clerk circulated to Cllrs the latest update regarding the OTN - Norfolk Offshore Wind Farms Transport Network campaign. Clerk asked for Cllrs' approval to forward their call for action to local government representatives. Agreed.

83. Reports.

Highways

- A local resident expressed shared their concerns about the danger to road users and pedestrians on the narrow bend of The Wicken Road, off West Acre Road where there is restricted vision. There have been several incidents and several near misses in the past. The residents asked the PC for guidance and support to lobby for a speed reduction or warning signs put in place. PC to discuss with JM and NCC to see what action can be taken to improve the road safety.

- Newton road bridge grips need clearing, clerk to report to HWs.

Village hall.

- N/A

School.

-The School currently hosts 66 pupils, with a total of 51 families. The school has decided to reinstate a higher level of Covid safety restrictions due to current advice received from NCC.

CAPFA.

- The Association is hosting a village quiz on Saturday 13th November Raffle prize donations to be passed to either NP or Charlie Williams.

Neighbourhood Plan.

-The Plan has been approved by the Senior Planning Team who reviewed the report and decided they will proceed towards referendum. The next stage will be for BCKLWN to organise the NHP referendum which is estimated to be at the beginning of 2022. The Plan is considered as temporarily 'made/in power' until the referendum has taken place, meaning that it can be used in the relevant planning processes. The NHP Steering Group will meet in the next few weeks to review any minor changes that may have arisen such as out of date information and to confirm pre- referendum publicity within the regulatory guidelines.

BCKLWN.

-The Corporate Performance Panel is asking the BC where it is spending its funds on Tourism.

-The BC is having issues with its new system of Planning Sifting, which portfolio holders have accepted is flawed. JM continues to push to 'keep the door open' to allow for PCs to be kept in the loop.

- The BC is considering the proposal to tackle fly tipping, reduce littering. The plans would see an investment of around £190k per year to create additional resources for the council to address fly-tipping across west Norfolk. Under the proposals, community-led litter picking initiatives would also benefit from more support in the form of guidance, equipment, and the free collection of bagged waste.

-Borough Councillors will have access to £1,000 to support local community groups and activity on their ward, for use this financial year. The fund is available from now until the 31 March 2022

Norfolk County Council (NCC).

- Louise Smith, Director of Public Health at NCC urging members of the public to register online for their Covid booster.

-Cllr Mark Kiddle Morris will move forward with his campaign for a speed reduction along the A1065 (including the section that runs past Castle Acre) planning to bid for the Road Safety Community Fund (RSCF) when the Breckland funding is to be allocated in three years' time.

-The County's Road Safety Community Fund (RSCF) has now been launched to support town / parish councils in developing road safety ideas. Closing date for bids will be 30 November 2021. Requests will be collated and prioritised based on the Local Transport Plan, with a focus on casualty reduction and improving road safety. There is no expectation for match funding to fund with a maximum value of £10,000 per scheme. Cllrs asked JM to note the PC expression of interest to NCC for:

1. Signage to address the problem of blind bends on the Old Wicken Road before it reaches the houses before then approaching the junction with Massingham Road. Cars travelling in this direction are unaware of bends ahead in the road and unsighted oncoming traffic, pedestrians and horses. A car was written off a couple of weeks ago followed by a near accident involving a pedestrian.
2. 'Unsuitable for Heavy Vehicles' signage at the junction of Newton Road and North Street discouraging hgv's from continuing into the village up Town Land as they are mounting pavements, hitting cars and undermining foundations.
3. Undertaking an HGV Survey using an Automated Traffic Counter, potentially in February 2022. Details to be agreed with CAPC.

- NCC has published its Bus Service Improvement Plan (BSIP) for Norfolk and send it to the DfT, along with a request for £106m to achieve the aspirations set out within the Plan.

- As a result of recent confirmed cases in England and Wales and a further suspect case in Scotland, an Avian Influenza Prevention Zone (AIPZ) has been declared across Great Britain effective from 5pm on 3 November 2021. This means all bird keepers (including those who keep birds as pets or have a small backyard flock) are required by law to take a range of biosecurity precautions.
- As part of a new county councillor-supported pilot scheme, you can apply for free tree packs for your parish council or community group. There are 84 County Councillors in Norfolk and each one can allocate the following tree packs within their district.

84. Accounts to be paid:

Berrymans Glass Recycling Ltd (URM UK Ltd) October 2021 P117027 Reimbursement to clerk URM no longer accepting cheques	£37.20 (£6.00 VAT)
E.on Energy (electricity) -October 2021	£80.01 (£3.81 VAT)
The Voice, Autumn 2021- Design invoice Pearce Marchbank Studio	£100
NLHF project- SPC Printers Ltd invoice 31272- Posters, laminating and design costs	£72 (£12.00 VAT)
NLHF project- Project Manager monthly fee Oct 2021- Anne Mason invoice CAHP/AM1	£780.00
TTSR- Village grounds maintenance invoice 2 of 2 2021	£965.42 (£160.90 VAT)
Neighbourhood Plan - Compass Point- Consultant assistance - Examination and post examination changes	£400.00 (£10.00 VAT)

TH proposed and SA seconded approval of the accounts, all Cllrs were in agreement.

85. Village Maintenance.

- The local litter picking team reported that posters for local events were being displayed in the village, as per usual, however of late the posters were not being promptly removed after the event date had passed. The PC will urge residents via the Nar Valley News to remember to take down any posters displayed once event date has passed.
- The PC expresses their gratitude to the local volunteers who recently cleaned the village gates and for also alerting the PC to the fact that the gates on Massingham Road need a touch up. Clerk to contact the resident who last painted them to see if they have any paint left and to see if this could be done.
- The company that usually clears the leaves from East Green has now moved away and can no longer commit to the annual job. Clerk to contact the company that carries out the playing field maintenance to see if they can quote to do the job and if so within the next couple of weeks. TH to deal with a broken tree branch that has recently snapped off.
- TH to review the cherry trees on St James Green, at the entrance to the playing field and report back to the PC at a later meeting.
- NP asked Cllrs for permission to purchase new Christmas tree lights, for use on the trees on Stocks Green. Cllrs happy to agree as £100 was budgeted for this purpose. The PC wishes to express their gratitude the generosity of the residents, wishing to remain anonymous, who have donated £200 to the PC for the purchase of new Christmas lights. NP to purchase and install the new lights from this donation amount.

86. Public questions.

- N/A

The meeting closed at 21.05pm.

The next full Parish Council meeting is scheduled for **Thursday 9th December 2021** at 7.30pm at the CA village hall. Those wishing to attend are asked to inform the Clerk and adhere to Government Covid safety guidelines.