

## ALBURGH PARISH COUNCIL

Minutes of the Alburgh parish council meeting held on Tuesday, 7<sup>th</sup> January 2025 at 7.30pm in Alburgh Village Hall.

Agenda Item	Actions
1. <b>Welcome by the Chairman</b> - Cllr Thompson, Chairman, welcomed Cllr Croucher, Cllr Gibson, Cllr Hackett, , Cllr Price, Dave Richardson, clerk, District Cllr Chris Brown and 8 members of the public.	None
2. <b>To receive apologies from members unable to attend-</b> Cllr Hall & Cllr Newson	None
3. <b>To receive any declarations of interest from members on any item to be discussed at this meeting</b> - None	None
4. <b>To approve and sign the minutes of the last Parish Council meeting held on 7<sup>th</sup> November 2024</b> - Signed by Cllr Thompson	None
5. <b>Open forum for public participation (maximum 10 minutes): an opportunity to hear from members of the public</b> <ul style="list-style-type: none"> <li>• David Buckton – Later agenda item “Do we know what the criteria is for speed limits.”</li> <li>• Member of the public – “Can Mill Road speed be reduced to 30mph”</li> </ul>	DRN - Raise again speed limits with Highways and request a meeting
6. <b>To discuss matters arising from the minutes of the last meeting which are not on the agenda:</b> <ul style="list-style-type: none"> <li>• Feedback on picnic table request from Member Ward Fund – not progressed yet. £250 for two benches - Cllr Brown will forward paperwork to Clerk for completion and progress.</li> </ul>	Cllr Brown to progress.
7. <b>To receive reports from District and County Councillors</b> <ul style="list-style-type: none"> <li>• The December newsletter from Cllr. Barry Stone was shared.</li> <li>• Cllr Brown – South Norfolk busy putting together budget ready for meeting in Feb to agree council tax. Big pressure at the moment is temp accommodation and housing. Full council meeting last month – lots of applications for solar farms. Council looking at visual impact of alternative energy. Looking at where would be good areas which will help inform through a supplementary planning doc. Support CPRE campaign for all new properties to have solar fitted.</li> </ul>	
8. <b>Correspondence received:</b> <ul style="list-style-type: none"> <li>• Email from Daniel Shone-Silk (River Waveney Trust) regarding Homersfield maintenance. <ul style="list-style-type: none"> <li>○ <b>Decision</b> – Clerk to make them aware will support expenditure needed</li> </ul> </li> <li>• Email from David Buckton regarding damaged street name sign and car on property. <ul style="list-style-type: none"> <li>○ <b>Decision</b> – Clerk to chase Street naming and numbering over sign</li> </ul> </li> <li>• Contact received from member of village with concern at development of fruit farm and possible increase in traffic in Alburgh. The Chair advised that it was in the parish of Hempnall and not in our boundary so suggested reaching out to Hempnall PC. <ul style="list-style-type: none"> <li>○ <b>Decision</b> – clerk to seek a meeting with Highways about speeding and number of lorries through the village.</li> </ul> </li> <li>• Steven Phillips, quarterly neighbourhood policing meeting 12<sup>th</sup> January</li> <li>• Barry Stone December Parish update</li> <li>• Monitoring Officer regarding Register of interest forms</li> <li>• Sally Chapman (Homersfield clerk) wooden bollards</li> </ul>	<p>DRN to reply saying we would support repairs financially.</p> <p>DRN to chase over street sign replacement.</p> <p>DRN to see if highways will have a meeting with us.</p>

<ul style="list-style-type: none"> <li>Barry Stone winter gritting</li> <li>Village Hall fees 2025</li> </ul>	
<p>9. <b>To review and approve the proposed Budget and precept request.</b></p> <ul style="list-style-type: none"> <li>The Clerk presented the budget to the Council and members of the public. Payments and expenditure is forecast as £12,377. The predicted income (including surplus and reserves) is £6,371, leaving a predicted £1,494 in general reserve and contingency. <ul style="list-style-type: none"> <li><b>Decision:</b> An amount of <b>£8,000</b> is to be funded by precept. <b>Proposed Cllr Price, seconded Cllr Hackett</b> and unanimously agreed.</li> </ul> </li> <li>The Parish Council require a precept of <b>£8,000</b>. A Band D property will pay <b>£47.34</b> per year as part of the overall Council Tax, a <b>£5.67</b> increase. <b>Proposed Cllr Price, seconded Cllr Hackett</b> and unanimously agreed.</li> </ul>	<p>DRN to send precept request to Council.</p> <p>DRN Fundraising on next agenda</p>
<p>10. <b>To receive inspection report on playing field and Homersfield picnic site including feedback on progress to the repairs to the playing field</b></p> <ul style="list-style-type: none"> <li>No feedback as Cllr Hall absence</li> </ul>	<p>None</p>
<p>11. <b>Village Items</b></p> <ul style="list-style-type: none"> <li><u>Millenium Garden update</u> –Need to look at position of shed. Preference behind village hall. Cllr Thompson to discuss at Village Hall committee. Cllr Price has found a suitable shed to purchase.</li> <li><u>To receive update on boules/pétanque pitch.</u> Local farmer has been away. Hedging needs to be removed as well. Cllr Croucher to follow up and see if he can remove the Hedge as well.</li> <li><u>To receive an update on Village Gateway signs</u> – Clerk has chased again over this and still awaiting a response. Follow up in a few days time.</li> <li><u>Village questionnaire.</u> – The questionnaire was shared and the method of collecting responses was discussed. Agreed to try and push for responses electronically. Support offered by the Monday Breakfast for those who struggle to complete online. Advert in parish magazine, Alburgh Talk, facebook and leaflet drop to each house. Questionnaire live mid Feb with closing date end of March.</li> </ul>	<p>Cllr Thompson to discuss with VHC and come back to next meeting.</p> <p>Cllr Croucher to ask if he can remove hedge as well</p> <p>DRN to chase again</p> <p>Cllr Croucher to send to magazine. DRN to produce house drop leaflets and advertise when magazine circulated.</p>
<p>12. <b>Other Parish Council Items</b></p> <ul style="list-style-type: none"> <li>Parish Clerk appointment – Dave Richardson now appointed</li> <li>Banking update. – <ul style="list-style-type: none"> <li><b>Decision</b> - Cllr Price and DRN to look at options for a new account. Once decided we set up more people as signatories as well.</li> </ul> </li> </ul>	<p>Cllr Price &amp; DRN to look at alternative banking options</p>
<p>13. <b>To report on planning decisions, applications commented on since last meeting:</b></p> <p><b>Applications:</b> ref 2024/3464: 23 The Street Alburgh Norfolk IP20 0DF. Erection of new self-build dwelling and garage. –</p> <ul style="list-style-type: none"> <li><b>Decision</b> -Feedback was submitted before the December 13<sup>th</sup> deadline. The majority of the parish councillors did not support the application.</li> </ul> <p><b>Decisions:</b> Ref 2024/1357 little Barn Station Road Alburgh Norfolk IP20 0BT</p>	

<p>Proposal : Retrospective new build/resurrection of timber barn &amp; cart lodge conversion into a one bedroom domestic dwelling with front entrance porch, rear facing extension &amp; freestanding outbuilding to rear</p> <p>Decision : Approval with Conditions (Development Management Committee)</p> <p>Date of decision : 5 December 2024</p>	
<p>14. <b>Finance:</b> To approve payments to be made:</p> <ul style="list-style-type: none"> <li>• Clerk Salary: JLY <b>£688.77</b> - DRN <b>£400.30</b></li> <li>• HMRC PAYE: <b>£87</b></li> <li>• Training: Clerks induction <b>£80</b></li> <li>• Homersfield repairs <b>£70.44</b></li> <li>• Village Hall Hire movie nights <b>£150</b></li> <li>• Monthly accounts</li> </ul>	<p>Mrs Loveday to make payments</p>
<p>15. To receive items for the next meeting, Thursday, 6<sup>th</sup> February 2025</p> <ul style="list-style-type: none"> <li>• Fundraising</li> <li>• Parish council rename to “village” or “community” Council</li> <li>• Internal Auditor appointment</li> <li>• Health &amp; Safety and Risk assessment review</li> <li>• Date for May meeting and AGM</li> <li>• Date for Parish meeting</li> </ul> <p>Cllr Thompson thanked everyone for attending and closed the meeting closed at 8.37pm.</p>	