**WIVETON PARISH COUNCIL**

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**meeting of Wiveton Parish Council on Wednesday 20th January 2021 (held at 7.30pm on Zoom and restricted to councillors in accordance with Covid 19 safety guidance)**

**DRAFT MINUTES**

1. **Apologies:** Karen Ward
2. **Declarations of interest and dispensations:** None

1. **Minutes** of the Parish Council Meeting held on Wednesday 18th November 2020. Councillors confirmed they had read them and John Ramm confirmed his approval.

1. **Matters arising** from the minutes: There were no matters arising which were not elsewhere on the agenda for this meeting.
2. **To receive reports** from the County Council and the Police (newsletter previously circulated)

**County Councillor Marie Strong.** Her recent report had been circulated. She drew attention particularly to the following:

People, families and carers, who need support during these difficult times, can access various sources of information and help from Norfolk County Council. The websites are set out in Marie’s newsletter.

Information provided by Marie on Covid-19, Avian flu, power cuts was noted.

Traffic on the Coast Road, A149, Marie offered to come back with a response from NCC Highways about speed limits. She was not optimistic about a positive outcome as accidents and fatalities are key criteria in decisions about speed limits and improvements.

Vaccine roll out. Marie outlined her thoughts on how the rollout was going in Norfolk bearing in mind the slowness of the rates of vaccinations reported earlier in the press.

John Ramm thanked Marie Strong for her update.

1. **Finance**
2. **Invoices approved for payment:**

Dr Antonia Hardcastle: £180.00 for defibrillator pads

(It was noted that the batteries will need replacing at an approximate cost of £200).

Indigo Waste: £45.00 for recycling

Eddie Myers: £35.00 for maintenance

1. **Bank balances noted:**

Savings account=£20021.49

Current account=£12640.37

It was agreed that Barclays Bank will need to be advised in due course that the bank statements should be sent to the Clerk.

**Appointment of Clerk - Item 15 of the Agenda**

This item was brought forward by the Chairman.

There was a discussion about the appointment of a new Clerk. Martin Pearce reminded the Council that there were 3 candidates and that there were proposals to interview them.

It was agreed that:

* the candidates were not sufficiently qualified to ‘hit the ground running’.
* they would need a lot of mentoring/supervision.
* an approach should be made to Louise Stevens to see if she would be prepared to look after the Council’s finances and the agenda/minutes of meetings.
* accept Martin Pearce’s offer of support in the interim and to complement whatever Louise undertakes.

This would only be an interim measure until the Council makes some more permanent arrangements regarding the Clerk.

1. **Planning**

There were no items to discuss.

It was noted that there seemed to be a blockage on planning application decisions. The NNDC website indicated that a number of proposals were pending a decision.

A further discussion ensued about the scale and number of trees being felled, cut, pruned in the village, with separate approvals or as part of new development.

It was agreed that the Clerk should present a monthly report on the status/progress of all planning applications in Wiveton.

8 **NNDC Review of Wiveton and Blakeney Village boundary**:

Martin Pearce reminded the Council of the process for deciding NNDC’s proposed changes to the Wiveton/Blakeney Parish boundaries. He has sought further clarification on the formal timetable and requested a better map.

9  **Highways and Footpaths**

**Sandy Lane**: It was agreed to ask Liam Murray to undertake the groundworks in preparation for the planting. John Ramm/Steve Beal/Martin Pearce would help manage and undertake the groundworks, the purchase of plants and planting.

**Speeding:**

i **A149 Coast Road** see Marie Strong’s comments under Item 5.

ii **Blakeney Road**: An email from a parishioner raised problems of speeding through Wiveton and additional problems associated with Wiveton Bell traffic/visitors who did not know the area. John Ramm will speak with the Parishioner.

10 **Village Maintenance and Grass Cutting**

Overhanging Hedges:

**Village Car Park**: John Ramm will speak to Andy Gray about flailing by the bottle bank area and any other areas in the car park deemed necessary. The new hedge on the Glandford Road side may need cutting

**Allotted Land**: Rachel will discuss with Eddie Myers about cutting the hedges inside at the top end. Some flailing may be necessary.

**Langham Road /Blakeney Road**: John will ask Andy Gray to flail these hedges. John understands that Mr and Mrs Killins are happy to have these hedges cut. Andrea Beal will contact Mr Bradley to discuss his part of these hedges.

**Chapel Lane**: Lower end (Double House), this needs to be done by hand. John Ramm will speak with Eddie. Part of the top end could potentially be flailed.

**Hall Lane**: Horn Pie House, it is understood that the hedges will be cut in February by the owners’ contractor.

11  **Village projects**

**Village Green wildflower meadow**: John Ramm offered to scarify it. This will only apply to a portion of the Green in order to protect the orchids that were found as part of recent cutting/raking up. John Ramm will discuss with Steve Beal and others what needs to be done.

**Bus Shelter**: John Ramm will speak with Wayne Shread with a view to getting a quote for fixing the slipping shingles.

**Allotment wall on Chapel Lane**: John Ramm will speak to contractors to assess the scale of the problem with a view to getting a quote later.

There was a brief discussion on whether the Parish Council budget could accommodate all the projects in the light of lost donations from the Wiveton Bell.

**12 Allotted Land:** Agreed to implement the original plan and any adjustments arising from the site visit in December. Specifically, the next steps are:

* Rachel Pryor will talk to Eddie Myers (see minute under item 10)
* John Ramm will speak with Gary Mears about his remaining possessions to see if they can be removed.
* Martin Pearce will stake out the 6 plots for inspection by the PC after the above

**13 Amnesty:** Dr Antonia Hardcastle will continue to speak with Frances Emeleus on the following aspects:

* Location: village green is the still preferred somewhere between the church gate and the first bench, but it should not be too obtrusive
* Details: the Council would wish further information on the proposed stone’s dimensions, size (tall and thin?) and material (is it granite?)
* Setting: it needs to complement its surroundings, re material used, shape, size,
* Bespoke: the Council was reminded that Amnesty is having the stone constructed specifically for Wiveton

**Village Projects (continued from item 11) - No Parking and Direction Signs for the Village Green and Car Park:**

Andrea Beal offered to look further at this:

* Speak to Chevertons, Cromer, who made the signs for Cley. It was noted that they only produce the sign not the mountings and/or finger posts.
* Identify numbers, sizes, colours of no parking signs (previously agreed green on white fluorescent) and finger posts to direct cars/visitors to the Village Car Park
* Speak to Mike Woodhouse about the production of signs and finger posts and costings.
* Look at the positioning of the no parking signs and finger posts when discussions take place about the Village Green flower meadow.

**14 Covid 19:** Dr Antonia Hardcastle provided a briefing on the spread and growth of cases in Norfolk, the vaccination roll out in Norfolk and the longer term predictions

**15 Appointment of Clerk:** This was discussed earlier in the meeting after agenda item 6, Finance.

**16 Parish Councillor Vacancies.:** Martin Pearce will look at what needs to be done by discussing it with the NNDC elections team. In addition to the legal/formal notifications, the vacancies will also be advertised on the Parishioners mailing list.

**17 Correspondence:** There was no correspondence.

**18 Parishioners’ Questions:** The only question raised by a Parishioner was dealt with under item 9, Highways and Footpaths, of the agenda

**19 Any Other Business.** None

**20 Next Parish Council Meeting** will be held on Wednesday 17th February at 7.30pm. Martin Pearce will send out the schedule for the rest of the year.

The meeting was closed by the Chairman at 9.05.

MP Date:4/2/2021