

Minutes of a Parish Council Meeting of Poringland Parish Council

Wednesday 14th June 2023 at 7pm

Meeting held at Poringland Community Centre

Attendance: Ken Aldridge, Tim Boucher, Sean Curtis, John Henson David Hower, John Joyce, Lisa Neal (also attending as a SNC Councillor, Carl Pitelen.

Also, in attendance: Charlotte Hummel (Clerk), SNC Nicola Fowler, NCC Vic Thomson. 1 member of the public.

1. Apologies for Absence

Apologies were received by J Overton.

2. Declarations of Interest

None

3. Minutes of the Meeting on 10th May 2023

The minutes of the annual parish council meeting held on 10th May were **AGREED**. Proposed D Hower, seconded J Henson.

4. Matters Arising, including Clerk's Report

No report presented.

5. Adjournment for Public Participation, County and District Council Reports, and Councillors with any Pecuniary Interests

- a) District Council Report Appendix 1 and 2
- b) County Council Report Appendix 3
- c) Public Participation – A member of the public wished to firstly that the parish council for all the good work that they achieve. They also wished to highlight that a field off Rectory Lane that had been subject of a planning application that had been refused had now planted a hedge in the field in what looked like an attempted to create two smaller fields. The member of the public raised concern that this was an attempt to make a further planning application successful. The parish council thanks the member of the public for bring this to their attention and, this would be noted should an application be made.

6.Planning

- a) To Consider Applications Received
 - i. 2023/1324- Proposal: Proposal for a pavilion, multi-use games area, skate park, pump track within the wood land, zip line, car parking, allotments and 4 x community storage sheds
Location: Land to The West of Victory Avenue Poringland Norfolk – **NO COMMENT** due to the application being submitted by the Parish Council.
 - ii. 2023/0525– Proposal: Extension to replace an existing conservatory – Amended Plans
Location: 1 Malten Close Poringland Norfolk NR14 7RW – **PLANNING HAD BEEN APPROVED PRIOR TO MEETING**
 - iii. 2023/1171- Proposal: Demolition of existing conservatory and erection of single storey rear extension.
Location: 46 Cawstons Meadow Poringland Norfolk NR14 7SX – **NO OBJECTION**. Proposed C Pitelen, seconded J Henson.
 - iv. 2023/1190 – Proposal: Single storey rear extension
Location: 71 The Street Poringland Norfolk NR14 7RE – **NO OBJECTION**. Proposed J Joyce, seconded J Henson.

b) To Note Planning Decisions

FUL/2023/0008 – Proposal: Application for non-compliance with condition No.2 (approved plans), No. 6 (AIA, Method Statement and Tree Protection Plan) and No.7 (T3 no-dig system) of planning permission FUL/2021/0049 to allow for a change to roofing material, reposition of external door and the removal of tree T3 with mitigation planting.

Location: Poringland County Primary School, The Footpath, Poringland NR14 7RF

Decision: **APPROVED**

7. Finance

a) Receipts, Payments, and Bank Reconciliation up to 30th April 2023 were **NOTED**.

b) Accounts for Payment

- i. The accounts for payment were **AGREED**. Proposed L Neal, seconded J Joyce.
- ii. The additional payment list was **AGREED**. Proposed D Hewer, seconded J Joyce.

<u>Payee</u>	<u>Description</u>	<u>Gross</u>	<u>VAT</u>
May '23 Staff costs, PAYE, Pension Contributions & Expenses		£15,976.65	
Poringland Residents	Just Giving Funds - Poringland Fire	£492.36	
Amazon for Business	HDMI cable/menu boards/crayons/café tools	£272.64	£43.48
Yare	Food & Drink Consumables	£1,234.33	£40.68
Officeflow	Printing	£134.94	£22.49
Lakenham Creamery	Food & Drink Consumables	£94.08	£15.68
PHS	Cleaning Consumables	£230.58	£38.43
APC Pest Control	Pest Control	£72.00	£12.00
High Speed Training	Training - Food Hygiene/Allergens/Data Protection	£126.00	£21.00
Hugh Crane	Cleaning Consumables	£154.15	£25.69
Speed Watch Volunteers	Leaflets - Printing	£58.74	
Summer Fair Stallholder	Summer Fair - Return of stall payment	£12.00	£2.00
Microshade	IT Hosting	£537.59	£76.80
Safety Signs 4 Less	Maintenance	£58.17	£9.69
Canham Consulting	Drainage & FRA Report	£690.00	£115.00
Cheffins	Professional Planning Services	£1,200.00	£200.00
Spruce Landscapes	Grounds Maintenance - June 23 / Supply of Equipment	£787.00	£131.17
Microshade	One Off Fees for Email Migration	£187.86	£31.31
AC Leigh	Second Office - Door Latch	£611.32	£101.89
Hugh Crane	General Maintenance	£23.68	£3.95
Garden Guardian	Grounds Maintenance	£289.69	£48.28
Garden Guardian	Grounds Maintenance	£1,417.10	£236.18
Sandra Grajales	Face Painter	£200.00	

<u>DDs</u>			
Total Energies	Electricity - April 23 (DD taken 31/05/23)	£1,760.56	£293.43
Total Energies	Electricity - May 23	£97.07	£4.62
PWLB	Loan Repayment	£4,356.63	
Veolia	Waste Removal	£77.47	£12.91
Waste Managed	Waste Removal - June 23	£50.40	£8.40
Waste Managed	Waste Removal - June 23	£50.40	£8.40
Waste Managed	Waste Removal - Duty Of Care Fee	£115.20	£19.20
BT	Mobile Phones - May 23	£137.18	£22.86
Iris	Payroll Software - May 23	£76.80	£12.80
Iris	Payroll Software - June 23	£76.80	£12.80
Unity Multi-card Credit Card	Consumables/Maintenance/Web Hosting/Office Equip.	£523.45	£43.93
Sum Up	Card Machine Fees - April 23	£22.16	
Sum Up	Card Machine Fees - May 23	£43.08	
BT	Broadband & Landline - June 23	£135.34	£22.55
Wave	Water Supply	£385.13	
Wave	Water Supply - Credit	-£94.99	
Wave	Water Supply	£66.01	
Total Energies	Electricity (POA No Invoice - DD taken 04/05/23)	£1,946.54	
Total Energies	Electricity (POA No Invoice - DD taken 04/05/23)	£221.51	
Total Energies	Electricity (POA No Invoice - DD taken 31/05/23)	£131.25	
ESPO	Gas	£313.72	
		£35,352.59	£1,637.62

iii. It was **CONFIRMED** that J Joyce who would approve the payments with the clerk.

- c) The reinvestment of a business bond that is due to mature on 19th June 2023 with Hampshire Trust was discussed. It was **AGREED** to reinvest under a 2-year business bond with an interest rate of 4.20%.
Proposed J Henson, seconded D Hewer.

8. To Discuss and Consider the Replacement of the Bus Shelter on Norwich Road, Following Vandalism.

Following discussions as to the need to replace the bus shelter, S Curtis proposed against a replacement. Seconded by K Aldridge. L Neal proposed for a new bus shelter. Seconded J Joyce.

For 5, Against 3. The clerk would look at options for a replacement shelter to be presented at the next meeting.

9. To Consider and Decide on the Options and Quotes to Lease Coffee Machine for the Café.

The clerk had obtained 3 quotations for council to consider. The options were discussed and it was **AGREED** to accept quote 1. Proposed L Neal, seconded J Henson. **AP** Clerk would contact Rijo42 to accept the quotation and arrange for installation.

10. Discuss and Debate Options Relating to Football Nets Regularly Placed at Victory Avenue.

Following recent events concerning goal posts being left up in Victory Avenue and volatile behaviour of residents to council staff who are carrying out their job, it was confirmed that the resident who owns the two goal posts had not been in contact to retrieve them. The council observed that there had been much debate regarding the goal posts on Mulberry Green and a discussion was had as to larger goal posts being sited there. This would be either instead of the existing or as an extra set. **AP** Clerk to look at the cost of goals and to present to council at a future meeting.

11. Receive Updates and Consider Recommendations from Advisory Groups

a) Members on each advisory group are as follows:

Amenities	Tim Boucher, Sean Curtis, David Hewer, John Overton, Carl Pitelen.
Community Centre	Tim Boucher, Sean Curtis, John Henson, John Joyce, Lisa Neal.
Community Land	Tim Boucher, Sean Curtis, David Hewer, John Joyce, John Overton, Carl Pitelen.
Events (Ad Hoc)	Ken Aldridge, Tim Boucher, Sean Curtis, John, Overton, Carl Pitelen.
Finance and Governance	Tim Boucher, John Henson, John Joyce, Carl Pitelen, Vacant.
Human Resources (Ad Hoc)	Ken Aldridge, David Hewer, John Joyce, Lisa Neal, Vacant.
Six (4 x year)	David Hewer, John Joyce.
WH&MPFT (Playingfield)	All councillors are welcome to attend as trustees Tim Boucher Chair.
5 Ways Roundabout	David Hewer & Ken Aldridge

The clerk and Chair will advice at the next meeting the Chair and Vice Chair for advisory group.

- b) Events Advisory Group 2023 –The clerk confirmed that all final plans had been made towards the summer fair to be held on 17th June 2023. If any councillors were available to help then this would be greatly appreciated.
- c) Community Land Project – With planning now being submitted to SNC, it was recognised that work needed to carried out on the land, drainage being the number one to considered. C Pitelen would work with the clerk to get this actioned. Funding was also discussed and was **CONFIRMED** for the clerk to start looking at funding streams for the various projects on the land.

12. To Approve a Recognition of Service for a Retired Longstanding Councillor

It was recognised Chris Walker who served on the parish council for 20 years, who made the decision not to restand at the last elections should be recognised for his service to the parish. It was **AGREED** that a Scroll be made to recognise Chris’ service to the parish. Proposed D Hewer, seconded L Neal. **AP** Clerk to get a scroll made and invite Chris to a future meeting for a presentation.

13. Date and Time of Next Parish Council Meeting

The next Parish Council Meeting will take place on Wednesday 12th July at 7pm at Poringland Community Centre unless otherwise advised.

Meeting closed at 8.53pm

CHAIRMAN

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Appendix 1

District Councillor Report – Lisa Neal

Community Awards:

We are celebrating the stars of our Community. I will be attending the Awards Ceremony on the 30th June at Bawburgh Golf Club as two individuals have been nominated from my Ward.

Nutrient Neutrality:

You will be aware of the challenges that Norfolk local authorities and the development sector are facing in relation to nutrient neutrality. Significant progress has been made to tackle this issue and I believe that the work being done in Norfolk is now at the vanguard of the nationwide response to nutrient neutrality.

The most notable step forward in recent weeks is the establishment of a joint venture: Norfolk Environmental Credits Ltd, a not-for-profit company comprising of the affected local authorities and Anglian Water.

The aim of the Company will be to source nutrient mitigation and then sell phosphorus and nitrogen credits to developers and agents that otherwise would not be able to bring forward their housing schemes. Currently over 16,000 homes are on hold due to nutrient neutrality and whilst there are no credits available yet, discussions on several mitigation sources are at an advanced stage and we expect to be trading by late-summer.

www.norfolkenvironmentalcredits.co.uk

Cabinet Meeting:

Following the election, I have held my position on South Norfolk's Cabinet, with a slight change to my portfolio, "Stronger, Greener Economy".

We had our first Cabinet Meeting on Monday in our new home, the Horizon building.

At this meeting we covered:

Gypsy & Traveler sites for the Local Plan.

Norfolk Strategic Planning Framework: Planning in Health Protocol.

South Norfolk Health and Wellbeing Partnership's Health and Wellbeing Strategy.

Strategic Performance, Risk and Finance Report for Quarter 4 2022/23.

Rural England Prosperity Fund.

Parish/Town Forum:

Following the last Parish/Town Council Forum held on the 7th June, you should have received an email with all the presentations from the Forum. This covered funding that is available in respect of our "Pride in Place" scheme.

I have attached them below in case you did not receive them.

The next meeting will be in September/October.

East Anglia GREEN project:

I have attached below some information I have received regarding this project.

"We are continuing work to support the delivery of new sources of renewable energy to homes and businesses across East Anglia and the UK.

To make it clear that this work is part of [The Great Grid Upgrade](#), we are changing the project name from East Anglia GREEN to 'Norwich to Tilbury'. All National Grid projects that are part of The Great Grid Upgrade will include specific locations in their names to make it easier for people to understand where we are proposing to build new grid infrastructure.

Norwich to Tilbury is one of a number of projects being developed as part of The Great Grid Upgrade – the largest overhaul of the grid in generations.

While we are still at an early stage of developing our proposals, we have made good progress since our consultation last year. We have reviewed all the feedback received and conducted surveys and assessments, alongside holding discussions with various stakeholders. We have made a number of changes and we will soon

publish our proposed preferred draft alignment, which will show potential positions for overhead lines and underground cables.”

There is also a short video below:

[Norwich to Tilbury \(brightcove.net\)](http://brightcove.net)

Appendix 2

District Councillor Report - Nicola Fowler

The first month in becoming a Councillor has gone well. I have attended various meetings at the Council, at the Parish Council and public meetings and consultations. I have also undertaken a lot of training, with some still to come.

I have been appointed to the Finance, Resources, Audit & Governance committee. The first meeting I can attend is in September.

As I get more into the role, I will be able to start to look at what else I can be doing.

Appendix 3

County Councillor Report – Vic Thomson

I need to highlight to you that Poringland Primary will be over-subscribed for September's admissions with catchment children. As I write, there are 10 catchment children likely to be refused admission. 3 of these are being offered a place at a lower ranked preference school and the remaining children will be offered the next nearest school with a place available. Based on a quick assessment of these applicants the nearest schools to be offered will be Brooke Primary, Edith Cavell Academy or Lakenham Primary. Distances are such that transport will have to be provided.

The catchment cohort for Poringland is slightly higher this year causing the issue. (105 in catchment)

Trowse, Stoke Holy Cross, Alington are also over-subscribed. With the additional offers, Brooke Primary will also be full.

Based on comments from the Place Planning Team, this a higher cohort than the last 4 years. The prediction was 98 and that has grown to 105. This is just the demographic in the area

Historical preference suggested we might see 64, although the management of places and the flow to Trowse means that preference is a little skewed and can vary from pattern, the options for alternative destinations are few as the smaller village primaries in the area are popular and oversubscribed

Fire warning, particularly throw away BBQs

Beryl bike

To celebrate Better Transport Week Beryl who provide bike, e-bikes and e-scooters across the Greater Norwich area are offering 10% off the purchase of any minute bundles between 12-18 June, valid for one redemption per rider.

Beryl vehicles are fun, easy to use and can be hired simply and efficiently via the Beryl app, which is available for free download on the App Store for iOS, and the Google Play Store for Android users.

Use this code when purchasing your bundle in the app: BTW2023.#

Trowse will shortly have a base

We're working hard to deliver our Bus Service Improvement Plan here in Norfolk to help more people to [#ChooseTheBus](#).

In the last 6 months we have enhanced 15 services across the county with more frequent and later buses. We're also improving bus stops across the county and developing Travel Hubs to integrate bus travel with walking and cycling better.

We're also thrilled that the £2 fare cap from the Government has now been extended to the end of October this year which most operators in Norfolk are signed up to. So it really is a great time to leave the car at home and try the bus.

<https://orlo.uk/2edAU> [#BetterTransportWeek](#)

Do you look after a family member or friend? Help is available to you. You can speak to

[@CarersMatterNfk](#)

to ensure that you get the support you need. Call 0800 083 1148, email info@carersmatternorfolk.org.uk or see https://orlo.uk/carers_matter_XNOeg

Norfolk County Council and Net Zero

Norfolk County Council has committed to working with our partners to achieve 'net zero' carbon emissions on our estates by 2030, but within our wider areas, work towards 'carbon neutrality'. This also supports the government's ambition for a net zero country by 2050.

We will achieve this by implementing carbon conscious ways of working across our buildings and supply chain; putting in place the right infrastructure across the county to support the move towards net-zero; and by working together with partners to lead and inspire our colleagues, citizens, communities, and businesses to take action and play their part in protecting Norfolk for future generations.

Plan to retrofit our buildings

Composting

Would you like to start composting at home but don't know how? 

We're teaming up with Garden Organic to offer free workshops around Norfolk between now and September to show you how easy it is to start composting at home. 

The 2-hour workshops will be delivered by our Master Composters and will cover the basics of home composting, how get the best out of your composting and what to do if you have problems with your compost.

Everyone who comes to a workshop will be given a voucher which will allow them to purchase a black 220L compost bin for £9!

To book one of the workshops visit: <https://orlo.uk/syvH6>

- [Rogue Trader Alert – Doorstep Cold Caller offering to clean gutters](#)
- [Cold Calling Alert – Telephone cold calls regarding solar panels](#)
- [Cold Calling Alert – Flyers offering 'Tree Surgery, landscaping and gardening' work](#)
- [Cold Calling Alert – Telephone cold calls claiming domestic warranties have 'expired'](#)
- [Cold Calling Alert – Telephone cold calls regarding 'loft insulation'](#)

- [Food Alert – Gosh! Food Ltd are recalling various Sweet Potato and Falafel products as they may contain gluten which is not declared on the label](#)
- [Recall Alert – Lily’s Kitchen is recalling a batch of their ‘Fishy Fish Pie’ and ‘Chicken and Turkey Casserole’ dog foods as they main contain pieces of plastic](#)
- [Recall Alert – Sainsbury’s is recalling their ‘by Sainsbury’s Mexican Style Chilli Cheddar, 200g’ with the best before dates of 12 June 2023, 22 June 2023, and 30 June 2023 as it may contain Salmonella](#)
- [Scam Alert – Emails claiming to be from 'TV Licensing'](#)
- [Cold Calling Alert – Telephone cold calls regarding 'loft insulation'](#)
- [Cold Calling Alert – Telephone cold calls asking about life insurance](#)
- [Scam Alert – Telephone cold calls stating 'there is a tax fraud court case against you'](#)
- [Scam Alert – Telephone cold calls claiming to be ‘bank security’](#)
- [Recall Alert- Fox International are recalling a number of their life jackets and a life jacket refill kit as the safety certificates for the products are not valid](#)
- [Recall Alert- Johnson's Veterinary Products Ltd is recalling all batches of their 'Johnson's Small Animal Insecticidal Shampoo 125ml' and 'Johnson's Dog Flea Shampoo 200ml' due to a potential quality issue](#)

Take your home composting to a new level with a Bokashi bin. This nifty container lets you compost ALL your food waste- including cooked food, meat, fish, dairy and all sorts of other organic material.

We’ve teamed up with [GetComposting](#) to offer you a twin pack for just £15.

Buy your Bokashi bin and check out our other compost bin offers https://orlo.uk/compost_sEgRd

Norfolk County Council are looking for new hosts to join the hundreds of other Norfolk residents who have opened their homes and provided accommodation for a family or individuals from Ukraine.

The Homes for Ukraine scheme was launched in March 2022 to provide support to Ukraine following the Russian invasion in February 2022. The war in Ukraine has now entered its second year, and the need for support and compassion for those displaced by the conflict has not changed. We are still in need of people to host Ukrainian families; especially for guests who have been in Norfolk for a while now and are needing to move for employment, education or other reasons.

Cllr Margaret Dewsbury, cabinet member for communities and partnerships, said: “I’m really proud of our county and how quickly our residents responded to the call for help. Over 800 households have so far welcomed a guest, but we still need more hosts to come forward. In particular, we are looking for people who can help house families, so if you’ve got space, please get in touch with the team to find out more.”

A range of ongoing support is on offer for hosts, including a monthly thank you payment of £500. Hosts also get support with all safeguarding and accommodation checks from Norfolk County Council, alongside our district, borough, city councils and voluntary sector partners. Information packs are available to help hosts with the settling-in period and provide information on the practical steps that guests will need help with, like setting up a bank account and finding work.

Throughout the time guests live with hosts, we also conduct welfare visits to support everyone to help make the hosting arrangement successful and rewarding. Once guests are ready to move on, either into their own

accommodation or to return to Ukraine, we have a range of practical support and services available to help this go smoothly.

Mary, who lives in Wretham, hosts a family from Ukraine. Alya who has 2 children came to the UK in April 2022. Mary supported Alya and her family to get their children into school and is hoping to host the family until the children have finished their schooling. The oldest child will then go onto college to study.

"The experience has been really rewarding," Mary said. "There is so much support on offer when you become a host, and I'd encourage anyone who is considering offering accommodation to get in touch with Norfolk County Council to see what's involved. The thank you payment is nice, but the whole process is worth far more to me than that. You get to help people in real need and see that you are making a difference to their lives - I'm so glad that I signed up!"

Maureen, who lives in Watton, responded to the call for hosts straight away, offering her spare room to Nadia, a 22-year-old from Ukraine, where she had an apartment and a good job. Her family are still in Ukraine, west of the capital. Using her background in vocational education, Maureen helped Nadia successfully apply for a job, and after being hosted for a number of months, Nadia now lives independently.

"The whole process has been so rewarding," Maureen said. "I'd encourage anyone to register their interest if they have space to become a host. You get a real feel-good factor that you're helping someone in need; it can be a mutually satisfying experience."

Do you have a spare room or rooms and can offer a safe place to stay to those fleeing the war in Ukraine? Join hundreds of other hosts across the county and register your interest now at www.norfolk.gov.uk/ukrainehost