

**Minutes of a Parish Council Meeting of Poringland Parish Council**  
**Wednesday 8<sup>th</sup> November 2023 at 7pm**  
**Meeting held at Poringland Community Centre**

Attendance: Ken Aldridge (Chair), Tim Boucher, Sean Curtis, Fiona Harper, John Henson, John Overton (also attending as an SNDC Councillor), and Lisa Overton-Neal (also attending as an SNDC Councillor).

Also, in attendance: Charlotte Hummel (Clerk) Lisa Callow (Assistant Clerk – Minute-Taker), NCC Vic Thomson (advised he would arrive late), and 5 members of the public.

**1. To Receive and Approve Apologies for Absence**

David Hewer and Carl Pitelen gave their apologies due to prior engagements. SNC Nicola Fowler also gave her apologies. These were **ACCEPTED**.

**2. To Receive Declarations of Interest**

John Overton declared he is on the planning committee at South Norfolk Council so would not take part in item 8 – Planning.

**3. To Agree Minutes of the Meeting on 11<sup>th</sup> October 2023**

The minutes of the last meeting were **AGREED** and signed. Proposed John Henson, seconded Tim Boucher.

**4. To Note the Resignation of Councillor John Joyce**

The resignation of John Joyce was noted, it was agreed to write a letter to John thanking him for his service to the Parish Council, and everything he had done in the past as a Councillor and Chairman.

The Clerk confirmed that no election has been requested and the Council are free to co-opt a member once a suitable candidate comes forward.

**5. Matters Arising, including Clerk's Report**

- **Community Centre Roof Works:** Works to the community centre roof windows commenced on the 23<sup>rd</sup> October. The contractors uncovered a number of extra issues that were not visible when the initial quotations were sourced. Due to the nature and urgent need to get the works complete and the windows water tight these works were carried out at the same time. Works have now been completed. The clerk has spoken with the contractor about the flat roof. The brand of membrane is no longer available, however there are products that can be used to fix the poor fitting of the roof originally and then to work at repairing the roof in stages. A tender package will be put together to obtain quotes for this.
- **Community Centre Hand Dryers:** Work has been completed in the ladies toilets installing a second hand-dryer. Paper towels have now been removed from all the toilets except for the children's toilet.
- **Bin Bid, Hemsby:** Due to vandalism two new bins have been required for Mulberry Green and The Playing Field. The clerk had been made aware of Hemsby Parish Council selling a number of cast iron bins and enquired to the availability. The condition of the bins is good, they can be painted to fit in with its location. The cost for 6 bins is less than the replacement of 1 new bin. C Pitelen and the Clerk are arranging to collect the bins from Hemsby. The remaining bins will be stored at the community centre and can be used in other locations in the parish e.g. community land.
- **Bus Stop Mill Road:** The Bus Shelter on Mill Road has been removed by the developer under the authority of NCC Highways department. Highways have confirmed that a new Bus Shelter will be sited next to the Private Health Clinic.
- **Finance Email Address:** The office will be introducing a new finance email address. The aim is to free up the clerk's inbox and to ensure that should the clerk be on annual leave or sick all finance related emails can be accessed.
- **Blocked Ditches & Drains:** The clerk has received a number of messages/telephone calls about blocked ditches and drains around the parish especially at the moment due to the very wet weather. The clerk is working with County Councillor Vic Thomson to resolve these issues. It is noted that should councillors have any reports or concerns raised to highlight to the clerk.

- **Meeting with Big Sky - Mentmore Way Park:** The clerk and caretaker will be meeting with Spencer Burrell on 9<sup>th</sup> November about the transfer of the park following no issues with the transfer title at the last meeting. The purpose is to jointly check over all the equipment and remedy any issues prior to transfer being signed.
- **Community Land Planning Application:** A representative for the land owners adjacent to the community land have contacted planning at SNC regarding some issues they have with the application. A community land advisory group meeting will be called to discuss this further.
- **Postal Service in Poringland:** Following a severely slow service a number of residents have approached the parish council with their concerns. District/Parish Council John Overton has contacted the Operations Director for Royal Mail Eastern who have advised that support will be brought in from Norwich and new recruits will be working in the area in approximately three weeks.
- **New Beat Manager for Poringland:** PC Andy Sneddon has been relocated to cover the Costessey area. Poringland now welcome PC Tom Goodrum who has moved over from response. A letter of thanks has been sent, to highlight the work and engagement PC Sneddon had achieved in his time at Poringland.
- **Trees for Community Land:** Tree Warden H Gowman has sourced some more hedging trees for the community land. The trees are to cover a 275-metre stretch. Trees will arrive at the end of November with a view to plant at the end of December. Clerk and C Pitelen to liaise with H Gowman.

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

- a) District Council Report (Appendix A)
- b) County Council Report (Appendix B)
- c) Police Report/Update - None
- d) Public Participation

A member of the public raised concerns over the number of over grown trees and hedges around the village which are encroaching or over hanging footpaths, and the number of vehicles parking on, and obstructing footpaths. This is of particular concern for those with impaired vision who are not able to see the hazard as they approach it. The parishioner offered to provide locations and take photos to be forwarded to the Parish Clerk.

The member of public who raised the concern over the overgrown hedge obstructing any vehicles' line of vision when turning onto The Street from Elizabeth Road last month, queried what the next step would be if the hedge is not dealt with. The Clerk confirmed that it would then be reported to Norfolk County Council.

## 7. To Appoint a New Vice Chair

John Henson proposed Sean Curtis as the new Vice Chairman, seconded Lisa Overton-Neal. All in favour.

## 8. Planning

- a) To Consider Application Received
  - i) 2023/3094: Proposal – Replacement entrance door from timber to aluminium for extra security  
Location: Police Station, Overtons Way, Poringland, Norfolk, NR14 7WB  
This application was already discussed and approved at a previous council meeting – no further action.
- b) To Note Planning Decisions
  - i) 2023/1251: Proposal - Variation of condition 7 of 2014/1566. To allow new buildings to be phased and be brought in to use prior to any demolition of existing structures. All existing buildings will be demolished and all materials not reused in the development hereby permitted have been removed from the site when phase three commences.  
Location: Poringland Village Hall, 65 The Street, Poringland, Norfolk, NR14 7RE  
APPROVED WITH CONDITIONS
  - ii) 2023/3031: Proposal – Works to TPO trees  
Location: 7 Bramble Way, Poringland, Norfolk, NR14 7RT

APPROVED WITH CONDITIONS

**Finance**

- a) Receipts, payments, and bank reconciliations up to 31<sup>st</sup> October 2023 were **NOTED**.
- b) Accounts for payment
  - i) The accounts for payment were **AGREED**. Proposed John Henson, seconded Tim Boucher.
  - ii) The additional payments list was **AGREED**. Proposed John Henson, seconded Tim Boucher.
  - iii) John Henson **AGREED** to approve BACS payments via banking online.
- c) It was **AGREED** to pay the material costs to the Men's Shed for the #PORINGLAND signage, with no additional donation to be made on this occasion. Proposed Tim Boucher, seconded John Henson.
- d) It was **AGREED** to pay a donation of £100 to the Royal British Legion. Proposed Lisa Overton-Neal, seconded Sean Curtis.

Payee	Description	Net Total	Gross Total	VAT (reclaimable)
October '23 Staff costs	Salaries/PAYE/Pension	£16,454.88	£16,454.88	
Officeflow	Printing	£61.93	£74.31	£12.38
Canham Consulting	Highway boundary data - NCC Fee	£302.76	£363.31	£60.55
Alfamed	Paramedic cover	£222.00	£222.00	
PKF	Assurance review	£1,365.00	£1,638.00	£273.00
FlameSkill	Annual fire inspection	£53.12	£63.74	£10.62
FlameSkill	Annual fire inspection	£113.09	£135.71	£22.62
Building Business Online	Domain Renewal	£115.00	£115.00	
ACAS	HR training	£185.00	£185.00	
Clerks & Councils Direct	Freedom Scroll	£104.55	£125.46	£20.91
Great Melton Farms	Christmas Tree	£292.50	£351.00	£58.50
Ian Smith	Stationery	£82.81	£99.37	£16.56
Men's Shed	Signage	£166.31	£166.31	
MD Mann Roofing	Roof / window repairs	£2,825.00	£3,390.00	£565.00
Online Playgrounds	Playground parts for repair	£56.33	£67.60	£11.27
Online Playgrounds	Playground parts for repair	£5.00	£6.00	£1.00
Yare	Café Consumables	£556.03	£573.62	£17.59
Amazon for business	Café/Stationery/Office Equipment	£129.12	£154.99	£25.87
Ian Smith	Stationery	£14.27	£17.12	£2.85
Spruce Landscapes	Grounds Maintenance	£595.83	£715.00	£119.17
Peter Matthewson	Ditch Clearance	£1,050.00	£1,260.00	£210.00
Skylit Pyrotechnics	Fireworks	£6,725.00	£6,725.00	
Microshade	IT Hosting	£372.79	£447.35	£74.56
Hemsby Parish Council	Rubbish Bins	£600.00	£720.00	£120.00
Garden Guardian	Grounds Maintenance	£241.41	£289.69	£48.28
Garden Guardian	Grounds Maintenance	£1,180.92	£1,417.10	£236.18
KD Graphics Ltd	Sign Writing	£325.00	£325.00	
Spruce Landscapes	General Maintenance	£150.00	£180.00	£30.00
Parish Online	Subscriptions	£200.00	£240.00	£40.00
DRS Doors Ltd	Door Annual Maintenance	£845.00	£1,014.00	£169.00
R&Q Electrical Ltd	Hand Dryer Installation	£877.61	£1,053.13	£175.52
Total Energies	Gas	£113.94	£119.64	£5.70
Unity Multipay Card	Web Tools & Equip/Bar & Café Cons	£1,256.74	£1,444.69	£187.95
BNP Paribas	Coffee Machine Rental - Dec 23	£214.92	£257.90	£42.98
Sum Up	Card Machine Fees	£75.11	£75.11	
Staffology Ltd	Payroll Software	£32.00	£38.40	£6.40

EE	Mobile Phones	£51.30	£61.56	£10.26
BT	Broadband & Landline	£44.12	£52.94	£8.82
Total Energies	Gas - October 23	£118.29	£124.20	£5.91
<b>Total</b>		<b>£38,174.68</b>	<b>£40,764.13</b>	<b>£2,589.45</b>

**9. To Present Ex-Councillor Chris Walker with a Certificate of Service for his Time Serving on the Parish Council**

The Chairman presented ex-Councillor Chris Walker with a Certificate of Service: -

“Tonight, we would like to pay recognition to Chris Walker who served on the Parish Council for 20 years. During his time on the council, Chris has been instrumental in a number of projects such as the fundraising and build of this community centre and more recently has been involved with the community land project, from the initial land being gifted and subsequent purchase of further field, to the design consultation and submission of planning for a site for all to enjoy. Chris’ background in Finance has served the Parish Council well. He was a longstanding member of the Finance and Governance Advisory Group and before standing down was also then the Chair for a number of years. The Parish Council and staff have valued the knowledge and advice that Chris has been able to give over the past twenty years. This has ensured that the Parish Council has gone from strength to strength, especially with the substantial growth that the village has seen in that time. As a result, the Parish Council would like to present Chris with this Certificate of Service. This recognises all the contributions that Chris has made, not just to his fellow councillors and staff but that of the community of which he has served. We give our sincere thanks to you Chris, and wish you all the very best.”

**10. To Confirm the Changes to Advisory Group Memberships**

It was **AGREED** for the following advisory group membership appointments to be made: -

Fiona Harper appointed to the Community Centre Advisory Group, Ken Aldridge and Sean Curtis appointed to the Finance and Governance Advisory Group with Tim Boucher appointed as Chair, and Tim Boucher appointed to the HR Advisory Group.

**11. To Agree to Purchase A New SAM2 Machine Through Norfolk County Council’s Parish Partnership Scheme**

The Council’s current SAM2 machine is dated and in order for the data to be collected the machine has to be brought back to the office to be downloaded. It was **AGREED** to purchase a new SAM2 machine with bluetooth capability via the Norfolk County Council Parish Partnership scheme. NCC Councillor Vic Thompson confirmed that he gives his support for the application. The current machine will also continue to be used. Proposed John Henson, seconded Lisa Overton-Neal.

**12. To Decide on the Transfer of Open Spaces and Play Equipment at Clements Gate from BDW Homes, and if Approved Appoint Two Councillors to Sign in Front of the Clerk**

Sean Curtis gave an update on the Clements Gate open spaces and play equipment following a visit there with the Assistant Clerk, with photos provided. The site is still not to the standard the Council are happy with and therefore it was **AGREED** not to accept the transfer of the open spaces and play equipment. Proposed John Overton, seconded John Henson.

**13. To Receive and Update Following the Fireworks Event held on 4<sup>th</sup> November 2023**

The Clerk gave an update on the success of the fireworks event. It was **AGREED** to send a letter of thanks and a gift to Ben Burgess for their ongoing support. Tim Boucher also thanked Parish Clerk Charlotte Hummel, Bookings and Events Officer Anneliese Merrikin, Assistant Caretaker Steven Howes, Sean Curtis, Carl Pitelen, Jake Pitelen, and all the volunteers who helped over the weekend.

**14. To Receive Proposal to Close the Meeting for Item 16 Under the Section 1 Paragraph 2 of the Public Bodies (Admissions to Meetings) Act 1960 HR Updates**

Proposed John Henson, seconded Tim Boucher. **AGREED**

**15. To Receive an HR Update**

It was **NOTED** that the National Joint Council for Local Government Services reached an agreement on 1<sup>st</sup> November 2023 on rates of pay applicable from 1 April 2023 to 31 March 2024, which affected some members of staff. It was also **NOTED** that the real living wage has increased to £12 per hour and should be implemented no later than 1<sup>st</sup> May 2024.

The job description for a second Assistant Caretaker for 20 hours per week was **AGREED**, and can be advertised as soon as possible with the hope to get someone appointed at the start of the new year. Proposed John Henson, seconded Fiona Harper.

It was **AGREED** to propose to the Trustees of the Poringland Welcome Home and Memorial Playing Field Charity to take on the costs of the Pavilion Caretaker. Proposed John Henson, seconded John Overton.

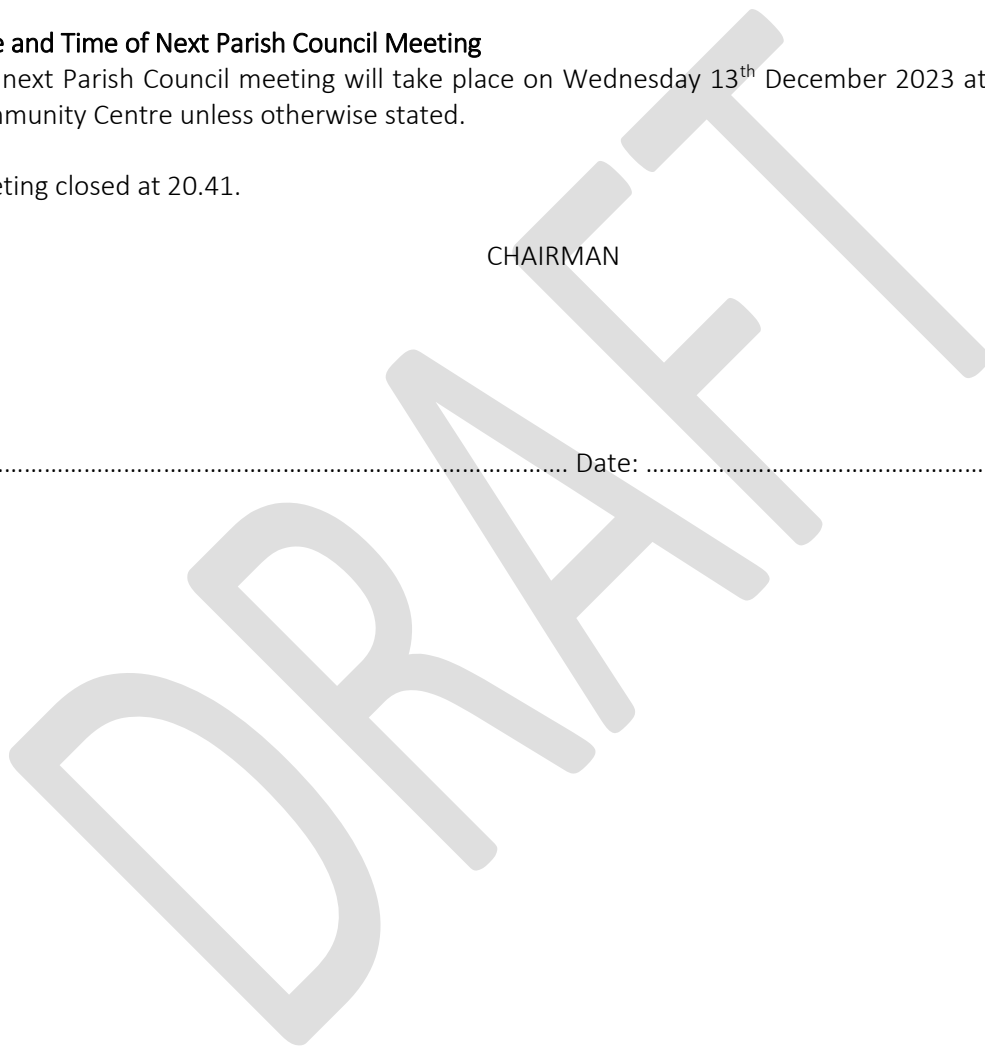
**16. Date and Time of Next Parish Council Meeting**

The next Parish Council meeting will take place on Wednesday 13<sup>th</sup> December 2023 at 7pm at Poringland Community Centre unless otherwise stated.

Meeting closed at 20.41.

CHAIRMAN

Signed: ..... Date: .....



## **Appendix A – District Councillor Reports:**

District Councillor Reports – November 2023

### **Lisa Overton-Neal:**

#### **Business Awards:**

Nominations are now open for our Business Awards for 2023, there are a number of categories that businesses can self-nominate for as below:

Business Growth; Business Innovation; Employer of the Year; Environmental Impact; Excellence in Advanced Manufacturing; Excellence in Insurance, Financial and Professional Services; Food and Drink Producer of the Year; New Business; Small Business of the Year and Tourism Business of the Year.

Residents are also invited to vote for their favourite Retailer of the Year and Pub of the Year.

The awards ceremony will take place at Norwich City Football Club in March 2024.

To nominate your business, or to vote for your favourite retailer and pub, visit the Councils' website

[www.southnorfolkandbroadland.gov.uk/businessawards](http://www.southnorfolkandbroadland.gov.uk/businessawards).

Closing date for entries is 15 December 2023.

#### **Nutrient Neutrality:**

The Joint Venture Company we are involved in regarding dealing with NN has been finalised, with all stakeholders involved approving how it will operate which means we should be able to start selling credits and releasing approved planning applications by the end of the month!

You may have seen in the EDP the first scheme has been to pay a farmer to stop farming pigs on land on both sides of the A47 for eighty years. This will enable credits to be bought for 5,000 homes.

#### **Polling Stations:**

We are currently carrying out a review of polling districts and polling places (stations) in the district. Every Council is required to carry out such a review every five years, so we need to complete our next one by January, 2025.

The aim of the review is to ensure that, where practical, electors have reasonable facilities for voting and polling stations are accessible. The review cannot make changes to parish/town boundaries which are, in the main, designated as polling districts. If you'd like to make any comments on this review please follow the link below:

<https://www.southnorfolkandbroadland.gov.uk/elections/review-polling-districts-places-2023-24>

### **Nicola Fowler:**

I am slowly getting to understand a lot more on how the Council operates and the role I can play within it, especially with regards to understanding the decision-making process and when further information, or scrutiny is required. I will soon be allocating the Member's Ward grant which promotes local groups and causes. Please get in touch if you know a group that would like any help.

## **Appendix B – County Councillor Report (Vic Thompson):**

Join the hunt next week for [#RecycleWeek](#). This Recycle Week, we'll be on a hunt for some day-to-day items that you didn't know you could recycle. Keep an eye on our socials as we'll be sharing lots of information about things you can recycle rather than throw away!

Its international [#EWasteDay](#). Get involved by bagging up your old cables, broken kettles or anything else with a plug, battery or cable and find your local drop-off point - <https://bit.ly/45W8s9d> [#RecycleYourElectricals](#) [#InternationalEWasteDay](#)

### **Western Link**

The Norwich Western Link is a step closer to becoming a reality today as we now have a crucial funding commitment from central government for the project. You'll probably be aware that we've been waiting, and pushing, for this news for some time, so it's great that ministers have listened and understood the importance of

this new road link for Norfolk, and the wide range benefits it will bring to residents and businesses. It will, I'm sure, be a huge relief to the people worst affected by the traffic congestion on small roads and in communities to the west of Norwich, which is causing knock-on impacts and concerns about air quality, road safety and quality of life. Now we have this funding commitment we can move the project forward. So, what happens next? First of all, we need to finalise the planning application documents – these are already well-developed but we previously couldn't finalise them given we didn't know when we would be in a position to submit them. So, we do need to do a final review and make any updates as appropriate. A report will also be brought to the council's cabinet containing an update on the project and details about the planning application, and I and my fellow cabinet members will be asked to approve submission of the planning application.

As ever, we still have some way to go on the Norwich Western Link and a lot of hard work ahead, but it's fair to say we have achieved a major milestone with today's news. It's important that we continue to invest in transport infrastructure in Norfolk to support all kinds of journeys and accommodate planned growth. The Norwich Western Link, and the significant benefits it will bring to local residents, businesses and the Norfolk economy, is a key part of making sure Norfolk has the transport networks it needs. Today's announcement gives us a commitment from central government to fund the majority of the cost of the project and will bring an anticipated £213m of national investment into the county, with the potential for the government contribution to be uplifted to cover even more of the costs.

#### Have your say on our walking, wheeling and cycling strategy for Norfolk

Norfolk County Council has today opened a public consultation on a draft walking, wheeling and cycling strategy for the county. The strategy is an updated version of the previous walking and cycling strategy which was published in 2017. Since then, there has been a step change in national and local policy which has placed walking, wheeling and cycling at the heart of decision making.

The proposed new strategy brings together Norfolk's local transport, environmental and public health ambitions and aims to make walking, wheeling or cycling the natural choice for both travelling from A to B and for leisure.

The draft strategy has been created following policy reviews, evidence collation and engagement with district councils and Active Norfolk. Now the county council wants to hear from residents, stakeholders and organisations to get their thoughts on the proposed strategy. Graham Plant, cabinet member for highways, infrastructure and transport said: "Our draft strategy supports the Government's ambition for walking, wheeling and cycling to be the natural first choice for many journeys. We want to support the growing population in Norfolk to choose sustainable transport whenever possible. This will help create and support healthy communities, enable our transport network to run effectively, emit fewer harmful emissions, and help protect our environment as much as we can." The scale and pace of delivering the strategy will be dependent on the level of funding the County Council can secure. Having this strategy alongside our already approved local cycling and walking infrastructure plans for Norfolk helps us to present our ambition to central Government and give us more likelihood of securing funding in the future.

The consultation is available online at [www.norfolk.gov.uk/walking-wheeling-cycling](http://www.norfolk.gov.uk/walking-wheeling-cycling) and will be open until Friday 24 November. For anybody unable to complete the consultation online paper copies can be requested by contacting [haveyoursay@norfolk.gov.uk](mailto:haveyoursay@norfolk.gov.uk) or customer services on 0344 800 8020.

Are you struggling to pay the bills? This week celebrates Household Support Fund Awareness week, find out what support is available for you at [https://orlo.uk/cost\\_of\\_living\\_jt3c8...](https://orlo.uk/cost_of_living_jt3c8...) [#HouseholdSupportFundAwarenessWeek](#) We're starting to get excited... it's not long now till you will start to see the first of our 70 electric buses driving on key routes into Norwich. Look out for more details coming soon.

#### £2,500 Grants Available for Community Tree Projects

Norfolk County Council in partnership with Busseys has today launched a grant scheme to help local communities' plant new trees and create greener and cleaner areas to live. The scheme is part of the council's one million trees initiative and aims to support tree planting projects across the county and contribute to ambitious net-zero targets. The Busseys Community Tree Grant has made £10,000 (maximum of £2,500 per application) available to community organisations in Norfolk who are passionate about tree planting. Applications must be for planting trees that provide a tangible community benefit. Cllr Eric Vardy, Cabinet Member for Environment and Waste,

said: " This collaboration represents a significant step towards enhancing the county's green spaces, nature recovery, and ecosystem. I am thrilled that we are working with the Busseys family and that together we can promote and support tree planting across our picturesque county through this initiative. We all know that money doesn't grow on trees – but this scheme will provide local communities with the money they need to make trees grow! I encourage local communities to develop their plans and apply for this fantastic scheme."

Busseys managing director, Paul Bussey, said: "We have a longstanding commitment to environmental sustainability. Our Tree Planting Initiative, which began in 2007, has allowed us to plant trees for every customer who purchases a vehicle from us or donating to Foodcycle for meals. We are excited to expand this initiative in partnership with Norfolk County Council to further promote greenery, cleaner air, and overall community well-being in Norfolk." To ensure the success of this project, an application process has been put in place to guarantee that all trees are planted in suitable locations to maximise their survival and provide a meaningful community benefit. More information on how to apply, the application process, and deadlines visit: [How to apply - Norfolk County Council](#). This grant initiative is open to anyone in Norfolk who possesses the necessary land permissions and space to undertake tree planting projects. For more details about who can apply and the grant requirements, please read [www.norfolk.gov.uk/busseyscommunitygrant](http://www.norfolk.gov.uk/busseyscommunitygrant).

### People needing help when they leave hospital are set to benefit from a new community service, to help them recover at home.

The Norfolk and Waveney Community Support Service (NWCSS), will be led by Voluntary Norfolk, the British Red Cross and Age UK Norwich and is funded by Norfolk County Council, NHS Norfolk and Waveney Integrated Care Board and Suffolk County Council. The service is aimed at helping people with everyday tasks, like shopping, walking the dog or making phone calls and supports people to live independently whilst they recover. It supports people leaving hospital and those with short-term needs in the community. The service has evolved from six separate services into one consistent joined up service for the whole of Norfolk and Waveney. The support provided through the original services will continue but with a combined wealth of experience and skills to support the whole of Norfolk and Waveney. Funding for the service has also increased by 30%, from £471,000 to £621,000 per year. Cllr Alison Thomas, Cabinet Member for Adult Social Care at Norfolk County Council, said: "We know that people recover better from illness and injury when they are in their own homes and sometimes, they need a bit of help to get back on their feet. This isn't just help with social care but with the smaller tasks that we sometimes take for granted. "The evidence tells us that if people can keep their home in a habitable condition, eat well and maintain their relationships, there is a much lower chance of them needing long-term care, so this service has the potential to make a huge difference to people's lives. "I am delighted that such well-known and respected organisations have joined forces to deliver this newly enhanced service for those recovering at home following hospital discharge."

The service has been developed in partnership with partners across health and social care and is one of several approaches to support hospital discharges this winter. Alan Hopley, CEO, Voluntary Norfolk, Gary Morgan, Director for Central England, Health & Local Crisis Response, British Red Cross and Jamie Price, Head of Operations, Age UK Norwich, said: "The operating model offers an opportunity to minimise duplication, ensure a more joined up experience for the service user, and provide a single point of access for referring organisations across Norfolk and Waveney." "We know that individuals have better outcomes and readmission is reduced when such support is in place, and the partnership model will utilise the experience and local networks of the three providers to support people and link them into community groups to encourage them to be confident, resilient and engaged with their community. "We'd like to thank all those who have engaged with the design and set-up of the service and look forward to engaging with stakeholders across Norfolk and Waveney as it rolls out to different referrers. We're also excited to continue the development of the service to grow and enhance the offer and work with local organisations." Executive Director of Nursing for NHS Norfolk and Waveney Integrated Care Board, Tricia D'Orsi, said: "This service will give people greater choice and more control over their own recovery and independence, as they transition towards life living with, or after an injury or illness. "It is a great example of voluntary organisations, local authorities and the NHS working together to improve outcomes for local people and communities. "We believe the service will bring benefits to the wider health and care system so that people can leave hospital when they ready, creating capacity for others requiring hospital care." The service is made up



of a mixed pool of paid staff and volunteers. Anyone interesting in a voluntary role can contact [volunteering@voluntarynorfolk.org.uk](mailto:volunteering@voluntarynorfolk.org.uk)

### Council budget proposals published

People can have their say on the county council's proposed council tax levels and budget proposals for next year. Norfolk County Council is consulting the public, until 1 December 2023, on a 4.99 per cent overall rise to its share of council tax, plus savings of £26.5 million. Councillor Andrew Jamieson, the council's deputy leader and cabinet member for finance, said: "We are keen to hear people's views on our proposals to balance our budget while ensuring that vital services are protected. "We are operating in increasingly challenging circumstances, having faced a period of reductions to funding we are now grappling with rising demand and increasing costs to deliver services."

The proposals out to consultation are:

- A general council tax rise of 2.99 per cent, plus a further two per cent of adult social care precept
- Savings proposals of £26.5 million

The £26.5 million of savings proposals make a "significant contribution" towards the council's £46.2 million savings target:

- Adult social services, £14.2 million
- Children's services, £4.8 million
- Community and environmental services, £5.5 million
- Strategy and transformation, £0.9 million
- Finance, £1.0 million

The remainder of savings proposals will be developed over the next few months once further information has been released from government. The council is waiting to hear whether more funding will be provided in the autumn statement in November, or the provisional local government finance settlement in December. Cabinet will consider consultation findings in January 2024 and make its final recommendations to council. The full county council meeting will decide the budget and council tax level on 20 February 2024. To take part in the consultation, see [www.norfolk.gov.uk/budget](http://www.norfolk.gov.uk/budget)

Have you got a ditch on the other side of your hedge or fence? Are you responsible for its upkeep? If you are – make sure it's clear! Find out more about how you can prevent flooding here [https://orlo.uk/floods\\_2EDiQ](https://orlo.uk/floods_2EDiQ)  
Supported by local health and care organisations in Norfolk and Waveney the latest Warm and Well Campaign is being launched to help us all stay as well as possible during the cold months ahead. The campaign encourages Norfolk and Waveney residents to "winter proof" their health and wellbeing by preparing for winter illnesses and reminding people what to do if they do fall ill. Additionally, the campaign aims to support people to who may be struggling to pay bills or heat their home this winter by raising awareness of the wide range of winter hardship support that is available locally. The [Warm and Well](#) campaign promotes some of the essential ways that residents can stay healthy, warm, and well this winter, including:

- Getting their flu and COVID-19 vaccinations as soon as they're offered them
- Keeping themselves well this winter by staying warm, keeping active, and keeping a well-stocked medicine cabinet so they are prepared for common winter illnesses
- Advice for people who look after someone at home and how to set up an emergency carer plan
- Signposting people to the hardship support that is available and providing tips on how to make homes more energy efficient.
- Encouraging use of the NHS 111 service, community pharmacies, Minor Injuries Units, and GP practice services instead of going to A&E
- Supporting people to look after their mental health

[Winter campaign launches to support residents in Norfolk and Waveney to stay Warm and Well.](#)

People can find all the information they need by visiting the online portal here [www.winterwellnorfolkwavenev.co.uk](http://www.winterwellnorfolkwavenev.co.uk). Health and care leaders are encouraging all residents to make use of these resources to support their health during the coming months and help reduce pressure on local health services.

Tricia D’Orsi, Executive Director of Nursing at NHS Norfolk and Waveney is urging people who are eligible for free flu and Covid-19 vaccines to take up the offer. She said: “Vaccination against seasonal illness is a really important way to help keep you and your loved ones safe and healthy this winter. Last year, we saw some people becoming very unwell with flu and Covid-19. Vaccination is a safe and effective way to help protect people who are at risk of getting seriously ill from flu and Covid-19 and to help keep people out of hospital over winter.”

Diane Steiner Deputy Director of Public Health at Norfolk County Council, said “Our winter wellness health portal has lots of useful health information to help you prepare for the onset of Winter. You can help reduce your risk of catching and spreading winter bugs such as the common cold or tummy bugs as well as serious illnesses like flu and COVID-19 by adopting simple measures such as washing hands regularly in soapy water for at least 20 seconds, covering your mouth and nose with a tissue when you cough or sneeze and putting the tissues straight in the bin. If you do fall ill and don’t feel well enough to do your normal activities staying at home and avoiding contact with other people until you feel better is also a sensible precaution to take.”

Bill Borrett, Chair of Norfolk and Waveney Integrated Care Partnership, said “People can feel more isolated during Winter months as they stay indoors and this can impact their mental health. We can all help by checking in regularly on friends, family and neighbours particularly during cold snaps. Connecting with your local community can make a difference for those living by themselves plus it can help lift your own mood as well”. “Last year our winter wellness portal received thousands of visitors seeking information like how their local pharmacist can support their health. This year the portal includes even more information to help people get the support they need over the cold Winter months. Visit [www.winterwellnorfolkwavenev.co.uk](http://www.winterwellnorfolkwavenev.co.uk)”.

## Norfolk County Council School Admissions Timetable

- 11<sup>th</sup> September 2023:** - Round Opens
- 31<sup>st</sup> October 2023:** - Round Closes
- 1<sup>st</sup> March 2024:** - National Offer Day
- 3<sup>rd</sup> April 2024:** - Mini Admissions Round
- 16<sup>th</sup> April 2024:** - Appeals Closing Date
- June/July 2024:** - Appeals Hearings

Norfolk County Council will maintain waiting lists for over-subscribed schools until 31<sup>st</sup> December 2024.

- [Information Alert - Safestyle UK cease trading](#)
- [Scam Alert - Text messages claiming to be from Royal Mail](#)
- [Scam Alert - Scams targeting users of Careline Community Service](#)
- [Allergen Alert - Asda is recalling all use by date codes of their Asda Chocolate Caramel Mini Crisp Bites 200g up to and including Use By 14 December 23 as packs contain egg which is not mentioned on the label. This means the product is a possible health risk for anyone with an allergy or intolerance to egg](#)

- [Allergen Alert - Morrisons is recalling all best before date codes of their Morrisons 18 Caramel Crispy Bites as packs may contain egg which is not stated on the label. This means the product presents a risk for anyone with an allergy or intolerance to egg](#)
- [Recall Alert - Candy Dynamics is recalling several varieties of their 'Toxic Waste Slime Licker Sour Rolling Licking Candy' due to the possibility that the rolling ball may detach which could cause a choking hazard](#)
- [Rogue Trader Alert - Doorstep cold calling incidents](#)
  
- [Scam Alert - Letters claiming to be from the Chartered Trading Standards Institute](#)
- [Scam Alert - Automated telephone cold calls claiming to be from Visa](#)
- [Recall Alert - Sainsbury's is recalling their 'Taste the Difference Spanish Chorizo Iberico Ring 200g' with all date codes from Use By 23/11/23 onwards due to the possible presence of Listeria monocytogenes](#)
- [Recall Alert - TK Maxx are recalling 'Biscotti Darlings' which were on sale in TK Maxx and Homesense stores between 01/05/23 & 30/06/23 due to mould being found in the product](#)
- [Recall Alert - Poundland are recalling their 'Creepy Town Hanging Ghost' with the Poundland Product Code 814437 which has been sold in stores since 21/08/23 due to a serious safety risk and potential injury hazard](#)

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