



PORINGLAND PARISH COUNCIL

Poringland Community Centre, Overtons Way, Poringland, NR14 7WB

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NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the Annual Meeting of Poringland Parish Council at 7pm on Wednesday 26th May 2021 at Poringland Community Centre

The Business to be Transacted is as Follows:

1. Election of Parish Council Chairman for the Forthcoming Year

2. Election of Parish Council Vice Chairman for the Forthcoming Year

3. To Record Apologies for Absence

4. To Co-Opt Councillor to Poringland Parish Council

5. To Receive Declarations of Interest

Members are invited to declare personal or pecuniary (prejudicial) interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared and no dispensation being sought or approved, the member must disclose the interest and withdraw from the meeting when the item is discussed. If any Member has made a public comment and/or reached a predetermined view prior to attending a meeting it could invalidate the Council's decision, therefore the Member concerned cannot take part in any discussion and an interest must be recorded.

6. To Agree Minutes of the Meeting of 28th April 2021

7. Matters Arising from Previous Meetings Including Clerk's Report

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

- a) District Council Report (7 minutes)
- b) County Council Report (5 minutes)
- c) Public Participation (15 minutes)

9. Planning

- a) To Consider Applications Received
 - i) 2021/0980 – 2A Stoke Road – Proposed Single Storey Rear Extension
- b) To Note Planning Decisions
 - i) **APPROVAL WITH CONDITIONS**
 - a. 2021/0475 – 21 Norwich Road – Removal of Existing Summer House and Erection of Single Storey Kitchen Extension to Rear

- b. 2021/0477– 13 Upgate - Attached single garage and erection of single storey rear extension and external alterations..
 - c. 2021/0551– 3 Mulberry Close - Proposed demolition of conservatory and erection of single storey rear extension together with external alterations.
 - d. 2021/0565 – 1 Mentmore Way – Erection of a single storey side extension with sloped roof.
 - e. 2021/0434 – 40D The Street– Works to TPO Trees
 - f. 2021/0401 – 20 Spruce Crescent - Erection of single storey rear extension.
 - g. 2021/0425 – 1 Cawstons Meadow - Erection of single storey front and side extensions.
 - h. 2021/0321 – Broadlands, Brickle Road – Works to TPO Trees (Ash - 0075 - Fell. Ash - 0290 - Fell. Ash - 0206 - Fell. Ash - 0202 - Fell.)
- ii) **APPROVAL NO CONDITIONS**
- a. 2021/0590 – Land North of Shotesham Road - Non material amendment to permission 2014/0319/D - detailed landscaping added to site layout in place of previously approved landscaping plans. Perry house types updated.
- iii) **REFUSAL**
- a. 2020/1689 – Land East of Overtons Way - Construction of 9 new residential dwelling units, to include 1 retail unit facing North towards existing retail/commercial units.
- iv) **PRIOR APPROVAL NOT REQUIRED**
- a. 2021/0780 – 23 Caistor Lane - Proposed single storey rear extension, extending 6m from the rear wall of the original dwelling house, with a maximum height of 4m and an eaves height of 2.3m

10.To Receive Parish Council Update on Covid-19

11. Finance

- a) To Receive Receipts, Payments and Bank Reconciliation for April 2021
- b) Accounts for Payment
 - i. To Agree Accounts for Payment
 - ii. To Agree Accounts for Payment (Councillors with Pecuniary Interests)

12. To Consider Update to Financial Regulations to Better Facilitate Staff and Other Payments

13. To Receive Quotations for Replacement Flooring in Community Centre Toilets and Appoint Contractor

14. To Agree Order for Staff Workwear

15. To Receive Update on Poringland Neighbourhood Plan

16. To Consider Recommendations from Amenities Advisory Group

17. To Agree Delegation of Appointment of Parish Officer to HRAG

18. To Consider Recommendations from the Community Land Project Working Group

19. To Receive Proposal to Close the Meeting for Item 20 Under Section 1 Para 2 of the Public Bodies (Admissions to Meetings) Act 1960 due to the Commercial Sensitivity of the Item

20. To Consider Land Matters

21. To Agree Date and Time of Next Parish Council Meeting

Wednesday 30th June 2021, 7pm. Poringland community centre unless otherwise advised

Dated 20th May 2021

Clerk: Faye LeBon

Minutes of the Meeting of Poringland Parish Council
Wednesday 28th April 2021 7pm
Meeting Held by Video Conference

In Attendance

Tim Boucher

John Henson

David Hewer

John Joyce (Chairman)

Peter Lowndes-Burt

Lisa Neal

John Overton

Carl Pitelen

Trevor Spruce

Chris Walker

Faye LeBon (Parish Clerk) and Allison Haines (Assistant Clerk)

Also in Attendance:

Also in attendance was Vic Thomson (County Councillor) and ten members of the public.

1. Chairman's Welcome

John Joyce welcomed everyone to the meeting of Poringland Parish Council and advised members of the public that there would be opportunity to make representation or ask questions of councillors under item 6 (c). This was especially relevant to the appeal relating to Burgate Lane.

2. To Record Apologies for Absence

Peter Lowndes-Burt had advised that he would be late to the meeting due to a prior commitment.

3. Declarations of Interest and Applications for Dispensation

Lisa Neal declared an interest in items 7(a), as a member of South Norfolk Council's Development Management Committee and 11, as a member of South Norfolk Council's Cabinet, which is the body which will decided on the Neighbourhood Plans adoption.

Trevor Spruce declared an interest in items 10(c)(ii).

Chris Walker declared a related financial interest in item 7a(i).

John Overton declared an interest in all planning applications.

Carl Pitelen declared an interest in item 7a(ii) due to proximity of his property.

4. To Agree Minutes of the Meeting Held on 24th March 2021

Subject to typographical errors, the minutes of the meeting held on 24th March 2021 were agreed after a proposal by Chris Walker and a second by Trevor Spruce.

5. Matters Arising from the Minutes of 24th March, Including Clerk's Report

The Clerk's report had been previously circulated. It detailed:

- **Playing Field CCTV:** The alarm company has been contacted to establish a CCTV link between the pavilion and the community centre, now that system has been upgraded.
- **Extension of Gritting Route Along Rectory Lane/Upgate/Hall Road** - A decision will be made by Norfolk County Council in May/June. It has been reported that the grit bins were not filled in February. This has been escalated to highways.
- **Lease for the Men's Shed.** The draft Heads of Terms have been sent to the Parish Council's solicitor, to draft a lease which can then be considered by Men's Shed and Fields in Trust. Unfortunately the Parish Council's solicitor is in the process of leaving the company and handing the file over to a colleague.
- **Carr Lane.** The pot hole opposite the community woodland has been reported to Norfolk County Council's trails team, and they are investigating. Norfolk County Council has advised that they will be removing the 30mph speed limit sign, but have yet to commit to the initial cut of the vegetation that cannot yet be accessed by a vehicle.
- **Mulberry Playing Field Drainage.** Three drainage contractors have been approached for advice. One cannot participate in the process due to the size of their current order book. The other two are being chased for a response.
- **Rosebery Park Lagoon Area.** An enquiry has been made of Big Sky Developments about whether the Parish Council could take the area on and if so what the commuted sum would be. They are discussing with South Norfolk Council planning officers.
- **Community Land.** The transfer of the community land, along with the commuted sums, has now completed. Norfolk Homes is working through the snag list and has

made a great improvement to the culvert on the community land. Unfortunately, there has been contention over the installation of the litter / dog bins, although they have been installed in accordance with the approved plans.

- **Parish Partnership.** The Parish Council has been successful in its bid for 50% of the cost of 2no. village gateways. Whilst the Parish Council has given authorisation to pay 50% of the cost to Norfolk County Council, clarification is awaited about who does the order for the white gateway mounts.
- **Recruitment.** Recruitment of the Parish Officer for Booking and Events has commenced. The closing date is 30th April.
- **Highway Safety Along Rectory Lane.** The County Councillor is to hold a meeting between highways and the police safety team. This will establish the cause of the most recent accident and if any highway improvements can mitigate a similar accident happening again. At this meeting it will be established whether white lines can be installed at the bend at Ugate. The Clerk is to see if the SAM sign can be moved closer to the accident location, subject to a suitable post to mount the sign on and Norfolk County Council agreeing to update the Memorandum of Understanding between the two councils.

Chris Walker updated the meeting on the progress of the working group to improve the fiveways roundabout. Quotes are being obtained for a wildflower area on the roundabout and the group is looking at other works close to the roundabout.

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

It was agreed that standing orders should be suspended.

a) District Council Report

Cllr Overton reported that a new site is being sought for a waste recycling centre as the site at Ketteringham Lane has been outgrown. All waste lorries are to be fitted with cameras and monitoring equipment so that reports of missed bin collections can be verified.

He has emailed Norfolk Homes querying responsibility to maintain the road at Hillside, and Norfolk Homes has sent information advising that they are not responsible for this. John Joyce advised that the Parish Council is also looking into this. Tim Boucher advised that Saffron Housing also has a responsibility for the part of Hillside in their ownership, and John Overton confirmed he had sent all the correspondence to the CEO of Saffron.

Cllr Neal reported that the South Norfolk Council's Help Hub answered 20,104 calls during the pandemic. £1.2m has been attributed to residents in council tax support, and £84m has been distributed to local businesses.

There has been an increase in planning applications with 4,372 being determined and the planning committee has held 31 meetings virtually. The challenge for South Norfolk Council now is to make future meetings Covid secure in light of the recent government ruling to not permit virtual meetings after 6th May.

In response to Chris Walker's query last month about not being able to access the Planning Enforcement training, South Norfolk Council were notified of less than 100 attendees and therefore arranged the zoom license as such. A greater number of attendees joined the meeting, despite not all notifying South Norfolk Council in advance, therefore some people who had booked on could not access the meeting.

John Joyce asked if Cllr Neal could break down all figures provided by parish, so that the figured affecting Poringland could be established. Cllr Neal will find out.

b) County Council Report

Vic Thomson will send his written report to the Clerk.

He reported that flooding is still very much on the agenda and the new flood alliance group had met. Riparian Rights are a big issue in relation to flooding.

The Covid recovery continues, with the Norfolk figures in February being 188 cases per 100,000 people, but now only 10 cases per 100,000 people.

As venues are starting to reopen, there has been a warning for increased risk of fire through use of outdoor heaters and barbeques.

The A146/B1332 junction improvements have been approved. The council is waiting for the government to release highway money to allow the scheme to proceed.

The new broadband scheme started on 8th April. The Stoke Holy Cross (and associated parts of Poringland) scheme should receive the vouchers soon, and Open Reach have started The Ridings scheme. A further 10 cabinets in Poringland (with associated surrounding areas) are in the process of being costed.

Work has started on the Harford Bridges recycling centre. This will consist of low level bins which have improved accessibility, and the project should open to the public in October.

The Park and Ride scheme can now be paid for on a 'Tap and Go' system.

c) Public Participation

No matters were raised.

Standing orders were reinstated.

Lisa Neal withdrew from the meeting.

7. Planning

a. To Consider Applications Received

Chris Walker withdrew from the meeting

i. 2019/1593 – Land South of Burgate Lane - Outline planning application for the erection of up to 98 residential dwellings including 5 live/work units, structural planting and landscaping and a sustainable drainage system (SuDs) with a vehicular access point from Burgate Lane.

All matters reserved except means of access. APPEAL TO THE PLANNING INSPECTORATE

John Henson presented this application to the meeting. He and the Clerk had put together a draft response to the planning inspectorate, which had been circulated in advance of the meeting. He stressed that only new information should be sent to the inspectorate as they are already in possession of previous correspondence. He advised that the new information that the Parish Council can provide can be based upon the Neighbourhood Plan, for which a decision statement was issued by South Norfolk Council on 19th April to allow the plan to proceed to referendum.

It was agreed that the response prepared by John Henson and the Clerk should be submitted to the inspectorate on behalf of the Parish Council, to strengthen the Parish Council's objection to this appeal.

Chris Walker Returned to the Meeting

ii. 2021/0631 - 9 Page Close - New pitched roof above garage and loft conversion.

Trevor Spruce presented this application to the meeting. He raised a concern about the reduced amount of parking that would result with the conversion of the garage. The amount of bedrooms would increase to 4 and the number of parking spaces reduced to 1. This would be in contravention of the Neighbourhood Plan which specifies a minimum of 3 parking spaces for a 4 bedroom dwelling. John Henson noted that Page Close is not suited

to on-street parking. Trevor Spruce proposed that the Parish Council recommends refusal on the grounds of insufficient parking, seconded by John Henson and carried.

iii. 2021/0662 – Amberwood, Heath Loke - Front single storey extension to dwelling.

Carl Pitelen presented this application to the meeting. He noted that the front extension would not have any visual impact on any other properties, and there being ample space to facilitate the proposal. Carl Pitelen proposed that there should be no objections to this application, seconded by Tim Boucher and carried.

The following applications were considered en-bloc:

vi. 2021/0661 – Land Off Mill Close – Variation of conditions 2 - siting, floor plans and elevations and 8 - trees and hedges of 2019/1750 (S73 / S19)

v. 2021/0667 – Land Off Mill Close – Variation of conditions 2 - siting, floor plans and elevations and 9 - boundary treatment of 2019/0699 (S73 / S19)

vii. 2021/0668 – Land Off Mill Close – Variation of cond. 2 - siting, floor plans and elevations and 9 - boundary treatment of 2019/0700 (S73 / S19)

Trevor Spruce presented these applications to the meeting. He provided a plan of the changes in positions for each property. He advised that they were minor variations and proposed that the council should provide no objections to all three applications. This was seconded by Chris Walker and carried.

vii. 2021/0708 – 121 The Street - Erection of two storey side extension to include self contained annexe above double garage.

Peter Lowndes-Burt joined the meeting

Chris Walker presented this application to the meeting. Plans of this application, a previous application approved and subsequent variation refused were presented. It was noted that there is space for the extension and annexe, and Tim Boucher provided the definition of an annexe in planning terms.

Chris Walker proposed that there should be no objections to this application, as long as the proposal remains an integral annexe and will not create a separate dwelling. This was seconded by Tim Boucher and carried.

b. To Note Planning Decisions

The following decisions were noted:

i) APPROVAL WITH CONDITIONS

a.2017/0307 – Land West Of Norwich Road And South Of Caistor Lane – Discharge of conditions 7 - Section 38 agreement, 20 – Landscape management plan from planning permission 2013/1986.

b.2021/0093 – Land West of 6 Caistor Lane - Discharge of conditions of permission 2020/1445 - 4 - surface water drainage & 10 - Swift boxes.

c.2021/0207– 33 The Street - Conversion of existing double garage with single storey extension, for use as chalet style one bedroom annexe or holiday let (Resubmission of 2020/1977).

d.2021/0151 – 35 Brickle Wood Avenue – Erection of a 7.4m long by 2.3m high brick wall to replace an existing wooden fence.

e.2021/0387 – 44 Stoke Road – Replace existing roof structure to add further bedrooms and extend the rear extension and to replace existing kitchen extension and conservatory.

f.2021/0401 – 20 Spruce Crescent - Erection of single storey rear extension.

g.2021/0425 – 1 Cawstons Meadow - Erection of single storey front and side extensions.

h.2021/0321 – Broadlands, Brickle Road – Works to TPO Trees (Ash - 0075 - Fell. Ash - 0290 - Fell. Ash - 0206 - Fell. Ash - 0202 - Fell.)

ii) APPROVAL NO CONDITIONS

a.2021/0600 – 41 Howe Lane - Non material amendment to permission 2020/2230 - Move front door to side of porch rather than front elevation. Place 1 x glass panel in front elevation rather than 2 panel originally planned.

iii) REFUSAL

a. 2020/0322 – 121 The Street - Variation of condition 2 of planning permission 2018/2649 - amendments to the approved plans

Lisa Neal Re-joined the Meeting

8. Correspondence and Consultations

a) To Consider Appointment of Councillor to Represent the Council for the Fuel Allotment Trust

Further to the Parish Council's decision to become a Corporate Member of the Fuel Allotment Trust, the Trust has asked that the Parish Council may wish to consider nominating a Councillor to represent them when necessary in this role. It will not require day to day involvement but will enable The Trust to ensure that the Parish Council has a reference point when required. That person can then update/ advise the rest of the Parish Council when necessary. Peter Lowndes-Burt advised he would be prepared to fulfil this role. John Joyce proposed that Peter Lowndes-Burt should be the Parish Council's representative for the Fuel Allotment Trust, seconded by Trevor Spruce and carried.

b) To Consider Project to Utilise Sensors to Record Flood Data in Poringland

The Clerk has been approached about the piloting of a scheme to use 1 or 2 water sensors to record flooding data in the village. The data can be used for logging flood events which can be used as evidence for future local planning or trying to get remedial works to resolve the causes of the flooding, or may even pre-warn of potential flooding in order that action can be taken to prevent flood damage. Should the pilot be successful, it can be rolled out to other parishes, with the opportunity for District and County councils to use the data for future flood prediction.

John Henson proposed that the Parish Council should go ahead with this project, seconded by Lisa Neal and carried.

John Henson offered his assistance with the project.

9. To Receive Parish Council Update on Covid-19 Crisis

The Clerk had provided a written report which detailed that regular hirers of the community centre prior to the lockdown have been contacted to advise them that the community centre will not be available until 1st July due to the vaccine clinic. This has been received with good understanding by hirers. The pavilion has been made available, as has the outside area of the community centre for some hirers wishing to start sooner.

The café opened for outside service and takeaway on 12th April. The picnic benches installed to the rear of the community centre are proving very popular. The awning and outside furniture have been ordered but as there has been a surge in demand for these products there will be a delay in delivery / installation.

10. Finance

a) To Receive Receipts, Payments and Bank Reconciliation for March 2021

The receipts, payments and bank reconciliation for March 2021 were noted by council.

b) To Receive Q4 Budget Monitor

The Clerk presented the quarter 4 budget monitor to the council. Chris Walker queried the annotation about some of the community centre income possibly being returned. The Clerk advised that this was paid to the Parish Council by South Norfolk Council as a 'closed business' grant, however the Parish Council was receiving an income from the NHS so the clerk had advised South Norfolk Council that the Parish Council was not eligible for the grant.

c Accounts for Payment

i) To Agree Accounts for Payment

After a query from Chris Walker, the Clerk clarified that the community centre improvements were for the creation of storage units, and that Yare Shipping was for café consumables.

Lisa Neal queried the cost of the Norfolk ALC membership. It was established that this was agreed last month and can be reviewed again next year.

Chris Walker proposed that the following accounts should be paid, seconded by John Henson and carried.

Payee	Description	Amount
	Staff Salaries and other Contractual Employment Payments (including payments to HMRC and Norfolk Pension fund)	£10,511.97
BT	Telephone	£79.20
BT	Telephone	£81.30

Payee	Description	Amount
Microshade	Hosted IT	£215.10
SLCC	subscriptions	£289.00
Lisa Gooderham	mileage	£20.84
Norfolk copiers	Printing	£40.35
Norfolk copiers	Printing	£13.13
Norfolk copiers	Hire of Copier	£172.76
Hugh Crane	cleaning	£197.54
Faye LeBon	Café expenditure	£55.40
J Gannon	Improvements to Storage	£670.00
Yare	Café expenditure (consumables)	£411.55
ESPO	Community Centre Gas	£224.52
Screwfix	Café Expenditure	£24.99
Bartlett	Woodland	£91.20
Office Water supplies	Hire of Water Cooler	£85.80
Garden Guardian	Grounds Maintenance	£385.00
vortex grounds	Grounds Maintenance	£587.00
Veolia	Waste Removal	£103.20
Barclaycard	Various	£358.97
NBB Recycled Furniture	Picnic tables	£1,752.00
Playing field Trust	Grants received	£20,000.00
Norfolk Pension Fund	Pension correction 20/21	£12.42
Community Action Norfolk	Subscriptions	£20.00
Total Gas & Power	electricity	£664.96
Yare Shipping	Café Stock	£90.11
Faye LeBon	Petty Cash Top Up - Photo Frame & Café	£10.69
	TOTAL	£37,169.00

Trevor Spruce Disconnected from the Meeting

ii) To Agree Accounts for Payment (Councillors with Pecuniary Interests)

Chris Walker proposed that the following accounts should be paid, seconded by John Henson and carried.

Payee	Description	Amount
Spruce Landscapes	Cemetery Maintenance	£520.00
Spruce Landscapes	Materials for Storage Improvements	£360.53
Spruce Landscapes	Cemetery Materials and other Repairs	£240.00
	TOTAL	£1120.53

Trevor Spruce Re-joined the Meeting

11. To Consider Amendments to Standing Orders

The Clerk presented two proposed amendments to Standing Orders, the first to allow for a secret ballot but only permissible when the matter of a co-option of a councillor was being considered. The second to change the rules of debate which better reflected current practices of the debate at Parish Council meetings. The changes were agreed after a proposal from John Joyce and a second from David Hewer.

12. To Consider Calendar for 2021/2022 Meetings

The Clerk presented a revised calendar for 2021/2022 with the objective of changing full council meetings from the last Wednesday of the month to the first. This change could not be done in May because of the annual meeting, nor in June because of the accounts, but the first meeting on the new date could be held on 4th August. The new calendar for 2021/2022 was agreed.

13. Poringland Neighbourhood Plan

a) To Receive update on Poringland Neighbourhood Plan

John Henson reported that the Neighbourhood Plan was considered by South Norfolk Council's Cabinet on 19th April and agreed that it should be put forward to referendum. It is unlikely that a referendum will be held before July, but the elections team will be in touch with this information in due course.

The office staff are in the process of updating the Neighbourhood Plan with the approved modifications.

b) To Consider Community Engagement to Inform Parishioners of Referendum

John Henson advised that the Parish Council is not permitted to encourage parishioners to vote a specific way, but can inform parishioners about the plan and encourage them to cast a vote. John Joyce suggested that some informal events at the community centre with visual aids to tell parishioner how the policies of the Neighbourhood Plan reflected the responses in the initial public consultation. It was agreed that the community engagement should be delegated to John Joyce, Tim Boucher, John Henson and the Clerk.

14. To Note Date and Time of Next Parish Council Meeting.

This was agreed as Wednesday 26th May 21, 7pm at Poringland community centre.

The meeting closed at 8.30pm

CHAIRMAN

Clerk's Update on Matters Raised at Previous Meetings

The following matters have been raised at previous meetings, and updates are noted below for information. This document does not include matters within the agenda.

- **Playing Field CCTV.** Alarm company to be contacted to establish link between pavilion and community centre, now that CCTV system has been upgraded, but has not responded. A new company who has provided an excellent service on repairs to the community centre's CCTV system has been approached for a quotation **Ongoing**
- **Extension of Gritting Route Along Rectory Lane/Upgate/Hall Road.** A decision will be made by Norfolk County Council in May/June. It has been reported that the grit bins were not filled in February. This has been escalated to highways. A follow up email has been sent to Norfolk County Council to find out if there has been an update on the extension of the gritting route. **Ongoing**
- **Lease for the Men's Shed.** The draft Heads of Terms have been sent to the Parish Council's solicitor, to draft a lease which can then be considered by Men's Shed and Fields in Trust. The Parish Council has been allocated a new solicitor to deal with this project and they will be corresponding with the Chairman of the Men's Shed. **Ongoing**
- **Carr Lane.** The pot hole opposite the community woodland has been reported to Norfolk County Council trails team, and they are investigating. Norfolk County Council has advised that they will be removing the 30mph speed limit sign, but have yet to commit to the initial cut of the vegetation that cannot yet be accessed by a vehicle. The Chairman and Clerk will be meeting with representatives from Norfolk County Council on 25th May. **Ongoing**
- **Mulberry Playing Field Drainage.** Three drainage contractors have been approached for advice. One cannot participate in the process due to the size of their current order book. The other two have been chased for a response but have not done so. The Amenities Advisory Group has decided it would be better to split the contract into the designing of the scheme and then the groundworks. **Ongoing**
- **Rosebery Park Lagoon Area.** An enquiry has been made of Big Sky Developments about whether the Parish Council could take the area on and if so what the commuted sum would be. They are discussing with South Norfolk Council planning officers. **Ongoing**
- **Parish Partnership.** Norfolk County Council has confirmed that they will arrange for the gateway mount of the Parish Council's choosing (as detailed in the application). Therefore, payment can be made and the project can be progressed. **Ongoing**
- **Recruitment.** The HR Advisory Group, in consultation with the staff, has shortlisted the applicants for the Parish Officer role. Interviews are booked for the 28th May **Ongoing**
- **Water Sensors.** John Henson, Vic Thomson and the Clerk will be meeting with the representative for the water sensors on 8th June **Ongoing**

- **Hybrid Meetings.** A proposal has been received from a local company to allow the Parish Council meetings to be broadcast. This will be put to the community centre Advisory group on 9th June.
- **Burgate Lane.** The Parish Council's response to the appeal has been sent. There has yet to be a determination date set by the planning inspectorate. **Ongoing**
- **SAM Signs on Rectory Lane.** A location for the SAM machine close to the accident site is going to be problematic. The pole closest to the accident site is impeded by hedging. The nearest pole is opposite Rosebery Avenue but may be too low as the sign will edge into the pathway:



Faye LeBon

Clerk to the Council, 20th May 2021

Poringland Parish Council

Bank - Cash and Investment Reconciliation as at 30 April 2021

<u>Confirmed Bank & Investment Balances</u>		
<u>Bank Statement Balances</u>		
30/06/2018	Barclays Current	0.00
28/02/2021	Unity Trust	529,505.68
30/04/2021	CCLA	40,000.00
30/04/2021	Cambridge & Counties 120 Day	78,009.52
30/04/2021	Charity Bank	85,518.11
30/04/2021	Hampshire Trust Bond 1	55,000.00
30/04/2021	Hodge Bank	22,000.00
30/04/2021	Nationwide Instant Access	121,866.42
30/04/2021	Santander Bond 1	60,431.01
30/04/2021	United Trust	50,000.00
30/04/2021	Unity Trust Deposit	146,211.53
		<u>1,188,542.27</u>
<u>Other Cash & Bank Balances</u>		
		550.00
		<u>1,189,092.27</u>
<u>Unpresented Payments</u>		
		842.76
		<u>1,188,249.51</u>
<u>Receipts not on Bank Statement</u>		
		0.00
		<u>1,188,249.51</u>
Closing Balance		
		<u>1,188,249.51</u>
<u>All Cash & Bank Accounts</u>		
1	Current	528,662.92
2	Bonds & Savings	659,036.59
	Other Cash & Bank Balances	550.00
	Total Cash & Bank Balances	<u>1,188,249.51</u>

	A	B	C	D	E	F	G	H	I	J	K
1	PORINGLAND PARISH COUNCIL										
2	Payments List 26th May 2021										
3											
4		Code	Description	Paid by Cheque	Paid By SO	Paid By DD	Paid by BACS	TOTAL	CLLR 1	CLLR 2	VAT Reclaimable
5	Salaries, PAYE and Pension Contributions							£10,580.10			
6	Amazon	Community Centre	chalkboards/cafe				£10.99	£10.99			£1.83
7	Amazon	Community Centre	Order pads café				£5.00	£5.00			£0.84
8	Amazon	Outside Spaces	Pole for Life Ring Retrieval				£109.99	£109.99			£18.33
9	Amazon	Outside Spaces	Hook for Life Ring Retrieval				£29.99	£29.99			£5.00
10	Amazon	Community centre	cleaning				£12.63	£12.63			£4.99
11	Microshade	General Administration	Hosted IT				£215.10	£215.10			£35.85
12	BT	General Administration	Phone			£81.96		£81.96			£13.66
13	Lisa Gooderham	General Administration	mileage				£10.49	£10.49			
14	Total Gas & Power	Community Centre	Heat & Light				£869.80	£869.80			£144.96
15	norfolk copiers	General Administration	Printing				£26.97	£26.97			£4.50
16	Zurich	General Administration	Additional Insurance Premium				£160.81	£160.81			
17	Norfolk local council	General Administration	Training				£48.00	£48.00			£8.00
18	Faye LeBon	Community centre	Café expenditure				£73.60	£73.60			
19	S Raney Tree Services	Playing field	Grounds Maintenance				£75.00	£75.00			
20	Yare Shipping	Community centre	Café expenditure				£68.17	£68.17			£1.02
21	Garden Guardian	Comm Sums/Open Spaces	Grounds Maintenance				£938.11	£938.11			£156.34
22	Veolia	Community Centre/ Burial Ground	Waste Removal			£77.47		£77.47			£12.91
23	Norfolk county council	playingfield	income received in error				£225.00	£225.00			
24	Barclaycard	General Admin / Community Centre	Various*			£691.08		£691.08			
25											
26											
27								£14,310.26			£408.23
28	Accounts for Payment										
29	Councillors with Pecuniary Interests										
30											
31	Spruce Landscapes	Playing Field	Grounds Maintenance				£84.00	£84.00			£14.00
32	Spruce Landscapes	Burial Ground	Grounds Maintenance				£520.00	£520.00			£86.67
33								£604.00			£100.67
34											
35											
36											
37								£14,914.26			£508.90