

10<sup>th</sup> November 2020

**MELTON CONSTABLE PARISH COUNCIL**

**Clerk to the Council: Kirsty Cotgrove, Bodgers Field, Norwich Road, Briston, NR24 2BB**  
**01263 587755 / 07754 885750** **clerkmeltonpc@gmail.com**

**MINUTES** of the Melton Constable Parish Council meeting held on 10<sup>th</sup> November 2020  
7.30pm via Zoom (online).

Present: S Unsworth D Carter  
S Meacock A Crawford  
John Cox E Smith  
K Cotgrove (Clerk) A Brown (District Councillor)  
0 members of the public

3309 Apologies for Absence

Apologies were noted for Steffan Aquarone (County Councillor).

3310 Minutes of the Parish Council Meeting held on 13<sup>th</sup> October 2020

On a PROPOSAL by Cllr Meacock SECONDED by Cllr Carter it was AGREED to accept the minutes of the meeting of 13<sup>th</sup> October as a true and accurate record.

3311 Declarations of Interest

None.

3312 Matters Arising from Last Minutes, not covered on the agenda

3296. Cars at the telephone exchange – District Cllr Brown has been in contact with Planning Enforcement who are looking at different ways of getting the site cleared.

3298. The playground signs have been replaced, but the playground has since had to close.

3313 County & District Councillor reports

County Cllr Aquarone emailed a report prior to the meeting.

District Councillor Brown emailed a brief report to the Clerk, to note that the investigation into NNDC is being dropped, to inform about a scheme to help people with their fuel costs (please email Supporting.Communities@north-norfolk.gov.uk for further information). Homeless funding, the Kickstart scheme and the Sandscaping project were discussed. The Covid helpline has been reopened. For assistance, please call 01263 516000 or email nndccovid19@north-norfolk.gov.uk. The owners of a property on Melton Street, which has been empty for some years, have submitted a planning application, to bring it back into use. Tree planting on the Spinney was discussed, and the lack of a planting plan. It was agreed that this will continue to be monitored

*District Cllr Brown left the meeting at 7:58pm.*

3314 To adjourn the meeting for public participation

No members of the public were present.

3315 Members' Reports

Churchyard: All good.

Southside: The Astley Terrace hedge has been trimmed along the pavement side, but the top has been left, and is 10-11 ft high. It was agreed that the Clerk will ask Highways to cut the top too. A streetlight was identified as not working, Cllr Cox will report.

Bus shelter: Cllr Smith cleared the shelter of rubbish, but some bottles and can have been left along the rafters. The inside of the shelter is looking tatty, so it was agreed that the Clerk will obtain quotes.

Play area: The play area is currently closed. This is because the gym equipment is in the same area, and gym equipment has to close. It is hoped to be able to reopen the area in

December. It was agreed the Clerk will make a notice and email to Cllr Meacock to put on the gates, to explain to residents.

Recreation Ground: The fallen tree has been removed, and the invoice for payment has been received.

Northside: Overgrowing shrubs continue to be an issue.

Allotments: Most tenants have paid for the year. It was agreed the Clerk will send final reminders out. There is one available plot, but when someone was shown around, they asked if the shed could be cleared. Following discussion, it was agreed that the Parish Council will not remove this. Cllr Unsworth will go back to the prospective tenant to let them know.

3316 To update on a license arrangement with the Felbeck Trust to create an allotment restoration project on allotments at present unsuitable for cultivation

No tenancy agreement has been provided by Mr. Harrold or the Agent. It was agreed that the Clerk will contact the agent to ask if, in absence of a tenancy agreement, a letter could be supplied by Mr. Harrold to confirm we will be able to rent the land for at least ten years. This will enable the Felbeck Trust to satisfy grant providers.

3317 To discuss the renovation of allotment plot one

A contractor has provided two quotes, one previously approved for the removal of the dead trees at £400, and another for the remainder of the clearance at £550. He has indicated that if both quotes are accepted, he can carry out the work for £800. A discussion took place regarding ongoing maintenance of the site once cleared and it was agreed that it will be grassed. On a PROPOSAL by Cllr Cox, SECONDED by Cllr Crawford, it was AGREED to accept both quotes. It was suggested that a discussion should take place in the new year regarding putting a water supply into the allotments.

3318 Planning

(i) to discuss planning applications

PF/20/2027. 14 Melton Street, Melton Constable. Following discussion, on a PROPOSAL by Cllr Cox, SECONDED by Cllr Crawford, it was AGREED that the Parish Council have no objection to the eastern extension or car parking, but the proposed portico is completely out of keeping with the south side of the village.

3319 Finances

(i) Financial Statement - On a PROPOSAL by Cllr Meacock, SECONDED by Cllr Cox, the monthly statement and budget update was approved

(ii) Payments - On a PROPOSAL by Cllr Smith, SECONDED by Cllr Meacock, it was AGREED to approve the following payments, including an increased contribution to the Royal British Legion, and two additional payments for the side removal and Clerk's review:

E.on	Electricity direct debit	£30.90
P Collins	October grass cutting	£202.00
P Minns	October grass cutting	£400.00
K Cotgrove	November salary	£170.00
Westcotec	Monthly lighting maintenance	£13.25
M Bunn	Tree removal on Rec	£300.00
Royal British Legion	S137 donation	£75.00
Melton Constable Country Club	Hall hire Jan – Nov	£87.00
Norfolk Parish Training & Support	Clerk's review	£75.00
A Kidd	Slide & swing removal	£370.00
	TOTAL	£1723.15

(iii) To approve the use of online banking for the Parish Council account:

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On a PROPOSAL by Cllr Meacock, SECONDED by Cllr Carter, it was AGREED to allow the Parish Council to use internet banking.

(iv) To approve the Financial Regulations and Financial Risk Assessment:

On a PROPOSAL by Cllr Meacock, SECONDED by Cllr Carter, the updated Financial Regulations and Financial Risk Assessment were APPROVED.

3320 To discuss the possibility of faster broadband in the Village.

Cllr Carter has spoken to Karen O’Kane, who has confirmed that his area will be in the next phase for faster broadband. To upgrade the entire village, the exchange would need to be replaced. This would mean that it would cost approximately £2400 per property to complete. There should be further information in January.

3321 Correspondence.

(i) NALC – support to help people to self-isolate – If anyone is required to self-isolate, Norfolk County Council can offer assistance. Please call 0344 800 8020 for further information.

3322 Items for December agenda

Plot one, budget and precept, Country Club update.

3323 Date and time of next meeting

Tuesday 8<sup>th</sup> December 2020, 7:30pm, via Zoom

**CONFIDENTIAL ITEM:**

3324 To receive the Clerk’s review, and to consider the Clerk’s pay scale:

The review was discussed and pay scale and hours were agreed.

Meeting Closed

Clerk ..... Chair ..... Dated .....