



MINUTES OF THE MEETING OF REEPHAM TOWN COUNCIL

HELD ON WEDNESDAY 14TH OCTOBER AT 7.30pm.

The meeting was held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via Zoom.

Present: Cllr P. Mitchell (Chair), R. Comer (Vice Chair), M. Lester, M. Steel, S. Fisher, J. Harding and V. Harfield-Simpson

Town Clerk - Jo Boxall

County Councillor G. Peck

3 members of the public & D. Disney from Broadland District Council

1. APOLOGIES FOR ABSENCE

No apologies for absence received as all Councillors in attendance.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None received

3. MINUTES

Minutes of the Town Council Meeting held on 17th September 2020 and the extraordinary meeting held on 7th October 2020 had previously been circulated, were confirmed and will be signed by the chairman.

4. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS

A response was received from Highways confirming plans to locate a large bollard at the section of the church wall most likely to be hit by vehicles to give further protection. Concerns expressed by the Town Council with regards to the safety of pedestrians crossing Station Road to access the new food store (removal of plans to install a zebra crossing) have been passed to the development control team at Broadland District Council to investigate. The proposal for a handrail to be installed on steep footpath between Bircham and Ollands Road was not addressed by Highways. G Peck, County Councillor, offered to follow this up with Norfolk County Council Highways dept.

5. REPORTS FROM POLICE, DISTRICT AND COUNTY COUNCILLORS

District Councillor - Cllr Beadle was not in attendance.

Police – The monthly report was circulated electronically.

County Councillor – County Cllr G. Peck gave a brief report on matters at County Hall regarding Covid 19 and measures being introduced to aid recovery. Concern was expressed about the volume of traffic movements from the proposed windfarm and the impact this could have on nearby villages (The cable laying works could lead to 1000 lorry journeys per week passing through Cawston for the duration of the cable laying works). County Cllr G. Peck to make further enquiries regarding the colour of wind turbine blades following concern about the impact on birds.

6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

No comments were received

7. TO APPROVE CO-OPTION OF COUNCILLORS

Alice Hazelwood was co-opted onto the Council as proposed by Cllr Comer, seconded by Cllr Harding and agreed unanimously. The Declaration of acceptance of office form was signed and displayed to the meeting. It was agreed to defer the co-option of Mr Kular until later in the agenda when he was able to join the meeting.

8. TO APPROVE FURTHER RESPONSE TO 30MPH SPEED LIMIT CONSULTATION – STONY LANE

Following correspondence from Norfolk County Council, which indicated that the requested extension of the 30MPH limit to the end of Stony Lane was not possible as it would be contrary to the Norfolk Speed Management Strategy, it was unanimously agreed to ratify the extension of the 30MPH speed limit on Stony Lane and leave on file the request that the 30MPH zone be extended to the end of Stony Lane / junction with Kerdiston Road due to Town Council's continuing safety concerns.

9. TO APPROVE FURTHER ACTION RE REQUEST FOR PEDESTRIAN CROSSING ON B1145, CAWSTON ROAD.

Concern was expressed about the safety of pedestrians crossing the road at the junction with New Road and Station Road. It was agreed to make further enquiries with Broadland District Council highlighting this concern and asking why the proposal for the pedestrian crossing was removed from the approved plans.

10. TO REVIEW AND APPROVE CO-OPTION POLICY & CONSIDER NEED FOR FURTHER POLICIES TO ENSURE SMOOTH RUNNING OF THE COUNCIL.

A revised co-option policy was circulated and approved unanimously as proposed by Cllr Steel and seconded by Cllr Harfield-Simpson. Thanks were extended to Cllr Comer for all her hard work on reviewing the policy. Clerk to circulate list of policies for review / consideration.

11. TO APPROVE RELOCATION OF PLANTERS IN THE MARKET PLACE AND APPROVE FURTHER ACTION REGARDING IMPROVEMENT OF MARKET PLACE FOR VISITORS / RESIDENTS.

Requests from businesses for the planters were received and a site meeting held to consider those requests /approve locations. Councillors agreed to the reallocation of planters, with a future review of the planters outside the flower shop as proposed by Cllr Fisher, seconded by Cllr Comer and approved with one abstention.

7. TO APPROVE CO-OPTION OF NEW COUNCILLORS

It was agreed to return to AGENDA ITEM 7 -co-option of new Councillor.

Gupreet Kular was co-opted onto the Council as proposed by Cllr Harfield-Simpson, seconded by Cllr Harding and agreed unanimously. The Declaration of acceptance of office form was signed and displayed to the meeting.

12. TO APPROVE FURTHER ACTION WITH REGARDS TO IMPROVING MOBILE PHONE SIGNAL IN REEPHAM

Cllr Harfield-Simpson highlighted the problem of the severe lack of mobile phone signal in Reepham. Jo Kerrison from Broadland was considering the lack of coverage with a view to suggesting a place where a mobile phone mast could be fitted and was seeking advice from Norfolk County Council. County Cllr G.Peck agreed to speak to the NCC cabinet member responsible for communications, about the possibility of installing a mast on the tower at Reepham Police / Fire station.

13. FINANCE –

• To receive the income & expenditure report and approve list of payments

The Income & Expenditure report was received. The list of payments was approved, as proposed by Cllr Comer and seconded by Cllr Harfield-Simpson.

• To receive the External Auditor report from PKF Littlejohn and note no concerns raised

The External Auditor Report was received and no concerns noted. Thanks were extended to the RFO for all her hard work.

• To review and approve Norfolk Pension Fund Policy (no amendment proposed)

It was agreed, as proposed by Cllr Steel and seconded by Cllr Lester, to approve the Norfolk Pension Policy as it stands, without amendment.

• To appoint new Internal Control Officer

It was agreed to appoint Cllr Comer as internal control officer to carry out monthly financial checks in accordance with Financial Regulations once circumstances permit.

14. ALLOTMENTS

Cllr Fisher confirmed she hoped to start allotment inspections again and highlighted the need for a policy on keeping chickens and other animals on the allotments. It was agreed that Cllr Fisher would research guidance on this and liaise with the Clerk with a view to briefing councillors at the next meeting.

15. TOWN HALL

No comments received

16. MARKET PLACE

David Disney from Broadland spoke briefly about proposals to review options for development and parking in Reepham. He confirmed that Ingham Pinnock have been employed to consider economic planning. A meeting was proposed for 26th October to start discussions. He confirmed that Broadland wanted to engage with the Town Council and that the consultation process would be thorough and involve all stake holders.

17. CEMETERIES

No comments were received

18. STIMPSON'S PIECE –

As it was recognised that Reepham Town Council are the guardians of Stimpsons Piece and as sole Trustee have a responsibility to ensure its future, it was unanimously agreed to approve / reaffirm Reepham Town Council's on-going commitment to support the land at Stimpson' Piece as proposed by Cllr Mitchell and seconded by Cllr Lester.

Working Group

It was unanimously agreed as proposed by Cllr Fisher and seconded by Cllr Steel to approve the terms of reference for the Stimpson's Piece working Group.

19. PLANNING

a) APPLICATIONS FOR CONSIDERATION

20201839 - Companion Cottage, 10 Station Road, Reepham, NR10 4LF

Remove existing single glazed flush casement windows on rear elevation and replace with traditional heritage flush casement windows

Town Council Response – No comment / objection

Installation of Telecommunications Equipment at BT Pole EAREE-103-01A, Grass Verge at Sun Barn Road, Reepham

Town Council Response – No comment / objection

b) APPLICATIONS DETERMINED

These were noted.

c) TO CONSIDER LATE PLANNING APPLICATIONS

20201842 – End Cottage, Whitwell Street, Reepham, NR10 4RA

Proposed replacement of existing garage with storage building

Town Council Response – No comment / objection

20. TO NOTE ITEMS OF INFORMATION & REFER TO FUTURE AGENDA ITEMS

Policy for keeping chickens and other animals on allotments

21. CONFIRM THE DATE AND TIME OF THE NEXT FULL COUNCIL MEETING

The Chairman confirmed the date of the next Meeting as Wednesday 11 November 2020, at 7.30pm via zoom

22. TO CLOSE THE MEETING

There being no further business, the Chairman closed the meeting at 21.01p.m.

Minutes Agreed..... 11TH November 2020