

TERRINGTON ST JOHN PARISH COUNCIL

Serving the villages of Terrington St John and St John's Fen End

Minutes of the ordinary meeting of Terrington St John Parish Council held
Wednesday 20th July 2021 held in the Methodist Church Hall at 7.00pm.

1. To record those present

C Clifton – Chair, B Dye, M Purse, C Gibbs and K Knight – Vice Chair

2. To consider accepting apologies for absence

It was resolved to accept apologies from N Friedmann, A Hoey and A Bishop.

3. To record declarations of personal and/or prejudicial interest from members in any item to be discussed and consider any requests for dispensations

There were no declarations of interest.

4. To approve the minutes of the last ordinary council meeting held 5th May 2021

It was resolved to sign the minutes of the last meeting as a true and accurate record of the meeting

5. To receive reports from Borough and/or County Councillors

There were no reports from Borough or County Councillors to consider.

6. To suspend the meeting to allow public participation

There were no member of the public present.

7. To receive the Clerk's report, including matters arising from last month's meeting

a) To give progress report on Community Governance training – The first assignments have been submitted and been successfully passed.

b) Time scales for works to be completed:

- Bus stop – The bus stop is in place and looks good.
- Scout hut lease – Needs to be followed up as it is still outstanding.
- Playing field fence – Car has been moved bump stop can be put in place.
- New Road gateway – This is still outstanding and needs to be followed up with Highways.
- Litter picker resignation – One litter picker has resigned and the other will mid-September.
- CIL- the report was sign ready for submission.
- Vehicles outside garage – Concern was raised about the vehicles parked outside the garage. Clerk to investigate as vehicles are often blocking the road so that pedestrians are not able to use the footpath completely.
- Hedge at OCR – The hedge is over grown and blocking the view of vehicles leaving the OCR junction.
- Bins on pavement and truck on pavement needs moving to car park on Main Road.
- The hedges at the beginning of School Road are over grown and need reporting to the appropriate owners.
- Car on pavement on School Road – Clerk has discussed this with the owners, Clerk to write a letter pointing out the future legal requirements.

8. To receive and consider reports/updates on the following matters from any or a delegated Parish Councillor or the Clerk

- a) Police Liaison – Link Councillor representative – B Dye – Engagement office is Paula Gilley. B Dye will invite her to future meetings from September.
The members discussed the location of their monthly meetings. It was resolved to continue in Methodist Church Hall at the moment as it is not used by the Methodist community at present. The members discussed the future of the Methodist hall as it is closed at the present time.
- b) TSJ Consolidated charity trustees – Link Councillor representatives – C Clifton, C Gibbs and A Hoey – No further forward at present.
- c) Parish social group – Link Councillor representative – C Gibbs – Because of Covid nothing has been arranged at present, Queen platinum jubilee beacons was discussed and it was suggested that the village could have a fun day and activities, C Gibbs to work with Clerk to get grants to do something.
Village sign – C Gibbs discussed working with 2 companies to get quotes – village sign people wooden post without post, just sign £5220, plinth post and wood Total £756 sign of the times. There are various prices depending on requirements. Discussed the possibility of having a polymer sign. C Gibbs to ask for more details of the polymer sign so that a decision can be made as the polymer is cheaper to see if it is well defined.
- d) Church – Link Councillor representative – M Dale not in attendance
- e) Speedwatch – Link Councillor representative – A Bishop, C Clifton and B Dye noted that masks must be worn during speed watch, report on screen, agreed that advertising for once per month, people are not victimised so there is no risk to people doing this,
Orchard – detail brought up on smart board from A Bishop report – need to know the lease arrangements so that the PC can consider how much to invest.
- f) SAM2 – Link Councillor representative – A Hoey – batteries are not working at present, C Clifton to email A Hoey , will need new locks agreed A Hoey to get.
- g) Planning – Link Councillor representatives – C Clifton and M Purse – MP nothing to report
- h) Scout hut – Link Councillor representatives – N Friedmann - nothing
- i) Data protection – Link Councillor representative – M Dale - nothing
- j) Neighbourhood planning – Link Councillor representatives – C Clifton and M Purse – MP planners have given decision NP perfect and going to referendum when a date can be set. C Clifton felt that M Purse has done a very good job, now technically the NP is already in place. Discussed the process and the people the PC has worked with to create the NP.
- k) Strategy – Internal lead Councillor – C Clifton noted that the NP now incorporates areas enough potential developments C Clifton discussed how the PC has developed the NP. KK noted that a developer has been approached to buy 2 pieces of land that are in the area of the NP. Discussed the land on Church Road and potential entrance exit of these developments. Discussed the number of builds for social housing.
- l) Internal audit control – Link Councillor representative – N Friedmann not present
- m) Footway lighting – Clerk nothing to report

- n) Footpaths, grounds and Parish Council assets (bus stops, seating and bins) –
- o) Highway matters including items for Highway Rangers – Link Councillor representative – M Purse C Clifton reported recent highway matters, email was brought up on smart board discussing the issues. Grass has been cut on Main Road. Highway rangers are meant to be starting in August.
- p) Norfolkcalc Link Councillor representative – A Bishop, not present
- q) Chair’s report – Parish Councillor C Clifton – nothing to add

9. To consider financial business

- a) To receive bank account balances £63,859.87
- b) To receive details of income received
- c) To consider the recommended payments

Net wages	£580.15
HMRC	£55.40
Vodafone	£21.99
Electric est	£57.55
UserOne	£12.00
Westcotec	£16.50
ADT	£153.22

It was resolved to not pay further amounts until the work has been completed to complete satisfaction. C Clifton discussed where the work is up to. The initial survey had not picked up the issue at the initial survey. A Hoey is working on this project.

Bus shelter payment already made prior to the meeting as the work was completed to satisfaction.

Simon Kerr	£175.00
SLCC	£1575.00
HHA	£536.00

- d) To consider and approve the Financial Regulations
It was resolved to approve the Financial Regulations.
- e) To consider and approve the Risk Management Policy
It was resolved to approve the Risk Management Policy
- f) To consider and approve Statement of Internal Control
It was resolved to approve the Statement of Internal Control
- g) To approve the 2020-21 Annual Governance Statement
It was resolved to approve the Annual Governance Statement
- h) To approve the 2020-21 Statement of Accounts
It was resolved to approve the Statement of Accounts.

10. To consider planning matters

- a) Applications
Any applications that appear on the Borough Council planning portal up to the date of the meeting that require the consultation of the Parish Council will be considered by the Councillors at their scheduled meeting, even if they are not listed below.
21/00951/CU - Change of use of agricultural building to B1(c) Light Industrial (furniture making) at Drove House 102 School Road TSJ PE14 7SG.
It was resolved to object to the application. The PC encourages development of business but needs further information as outlined by highways. Including parking arrangements and what trucks are going to be involved in both delivering and

leaving the premises. The members consider that limitations of hours of work need to be imposed.

21/00818/F -Replacement dwelling following demolition of the existing structure and varying design to planning approval 17/02084/F including landscape works incidental to the development at The Barn 27 Old Church Road TSJ

It was resolved to object to the application. The members noted that the building work has already started at the development.

- b) Decisions
- c) Address notification
- d) Correspondence

C Clifton explained at this point in the meeting that he will be stepping away from the PC as he is moving to another area of the country and therefore will not be continuing as Chair of the Parish Council from the end of September. He expressed sadness to be leaving and feels that he is letting the Parish Council members down. He also discussed the other organisations he will be stepping away from.

MP left the meeting at 9.41pm

11. To receive general correspondence via email during the month and consider any further actions required:

- Local Development Plan – Clerk to add a link to the website and Facebook, it was not considered that the LDP will affect the parish.
- Incineration consultation – Would like to encourage the parishioners to take part in the consultation. It was resolved to object because rubbish will come from Norwich, and traffic infrastructure is not suitable and concern about the particulates. On behalf of several parishioners the PC will object.
- Parish Partnership – phase 2 of footpath scheme
- C Clifton noted that the crossing is likely to take place due to the volume of traffic. A speed reduction after the bridge is likely to be agreed, and the single carriageway will happen or a speed reduction due to the drastic speed change.

12. To consider and approve the Standing Orders

It was resolved to approve the Standing Orders.

13. To receive items for next month's agenda

Website up keep – Clerk to get quotes and information in preparation.

14. Date and time of next meeting – Will be held on Wednesday 1st September 2021

15. To resolve on the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2)

- a) To consider quotes for work required