Spooner Row, Suton & Wattlefield
Community Council
Where community matters

# Spooner Row Community Council
# Minutes

Thursday 20th May 2021 at 1930 Spooner Row village Hall

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| **Present:** | Julian Halls | JH | Chairman (items 1-3) |
| | Martyn Lemon | ML | Vice Chair |
| | Stephen Ward | SW | RFO |
| | Robert Foster | RF | |
| | Sue Hewitson | SH | Chairman (items 3 +) |
| | Graeme Turrell | GT | |
| | Bernard Mansell | BM | |

No members of the public

JH, as acting clerk, addressed the Council stating that this was a much shorter agenda given his current workload but that it addressed the actions prompted by the last meeting. He reminded councillors that he had agreed to prepare the agenda, assuming the role of acting clerk, and asked whether anyone else wished to assume the role but no volunteers at this time.

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| 1. | To consider accepting apologies for absence and welcome to the two new councillors | |
| | N/a The Chair welcomed both new co opted councillors GT and BM to the council | |
| 2. | To receive declarations of interest on items on the agenda and consider any requests for dispensations | |
| | ML is Chair of Governors for Spooner Row Primary School with no pecuniary interest.<br>JH to step aside from taking part in planning items because he is on the South Norfolk planning committee as a district councillor.<br>GT and BM as near neighbours of planning item 0972 in Bunwell Road. | |
| 3. | To confirm the minutes of the meeting held on 24th April 2021. BM asked whether these meetings advertised prior and was advised they are. BM asked whether we had considered live streaming. Discussed and agreed to consider further. | Approved<br><br>To note for next meeting |
| 4. | Opportunity for Public participation. | |
| | None in attendance | |
| 5. | New Chair and Vice Chair appointment;<br><br>JH resigned as Chair. SH was proposed by JH.RF was proposed by GT.<br><br>ML resigned as Vice Chair JH was proposed by SH. RF was proposed by GT. | SH was elected 5/2 votes<br><br>JH was elected 4/3 votes |
| | **Planning – Cllr Martyn Lemon Lead** | |

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| 6. | To consider responding to planning applications:<br><br>1. Full Planning Application: 2021/0957<br>Location: Land Adjacent to Alnwick, Top Common,<br>Proposal: Erection of a two storey dwelling<br><br>2. Planning Application: 2021/0972<br>Location: Wharfedale House, Bunwell Road<br>Proposal: Two storey rear extension above ground floor at rear including new dormer window. | No objections<br><br>No objections<br><br>ML to lodge on Planning Portal |
| | **Finance – Cllr Stephen Ward, RFO** | |
| 7. | To note endorsed payments made since the last Committee meeting on 24th April 2021:<br><br>1. Wicksteed for replacement swing and see saw seats: **£440.08** paid 14th May 2021. | Agreed |
| 8. | To consider approving the following payments:<br><br>1. Salaries for February 2021: **£39.58**<br>2. Mr R Goreham for internal audit: **£70.00**<br>3. Cllr Ward for top-up payment to Number People: **£5.00**<br>4. Cllr Ward for Clerk's Microsoft O365 license: **£11.28**<br>5. Cllr Ward for RFO's Microsoft O365 license: **£4.56**<br>6. Village Hall Hire for 20th May & 17th June 2021: **£26.00** | Agreed |
| 9. | Presentation of the FY20/21 Internal Audit Report | Agreed |
| 10. | Presentation of Pg.3 of the Annual Governance & Accountability Return (AGAR). | Agreed |
| 11. | To hear a proposal to approve Section 1 - Annual Governance Statement: Pg.4 of the AGAR; to be signed by Chairman & Clerk. | Agreed |
| 12. | To hear a proposal to approve Section 2 – Accounting Statements. | Agreed |
| 13. | To hear a proposal of the timeline for Exercising Public Rights to view accounts. | Accepted |
| | ML wished to place on record the sterling and very time consuming work that SW does for the council unpaid and has done so for two years. | Agreed |
| | **Ongoing Items** | |
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| 14 | <u>Recruitment of new Clerk</u><br><br>JH up dated council. Two applicants of the original group remain to be considered as the others have dropped out. No others have applied since the re advertisement closing date tomorrow. | JH to contact and arrange interview early next week Panel will now be SH. JH and RF |
| 15. | <u>School Expansion</u><br><br>After a long discussion it was agreed to hold a separate meeting with Enrich to discuss in mid-June. BM asked whether this was a Council decision to make and not for the community at large. JH replied it was a Council mater, working with the School. | ML to speak to Enrich CEO to ask that he attend |
| 16. | <u>Suton Travellers sites</u><br><br>a. Chepore Travellers Site. Letter received from SNDC Enforcement regarding over occupancy (breach of conditions) is difficult to enforce.<br>b. London Road Traveller Site. Letter received from SNDC 19/05/21 advising of virtual planning hearing to be led by the Planning Inspectorate (PI) on 16/06/21. JH advised that the PI can be very fussy about double representations and will not tolerate unrelated issues. They are very firmly in charge. SW expressed concern at to how this is going to be handled and asked that Council ask SNDC what help they need from us to assist their representation. SH to work on representation on behalf of SRCC, with decision to submit to be decided once prepared. | JH to circulate 19/05 letter on website and Message Board.<br>SH to contact local residents to advise.<br>JH to contact SNDC to clarify what action proposed.<br>SH to prepare SRCC representation. |
| 17. | <u>New Noticeboard SW</u><br><br>No progress on this matter due to personal circumstances. | SW will install later this month. |
| 18. | <u>Table tennis table outdoor RF</u><br><br>Delivery confirmed and will be installed on 21st May, with bats/balls to go to the school and village children. | Proceed with roll-out. |
| 19. | <u>Football goals RF</u><br><br>Installation delayed as awaiting preferred location from SH. SH confirmed upper field. | Agreed<br>Proceed to install at top of the playing field. |
| | **Correspondence** | |
| 20. | <u>KCS request to attend Council meeting JH</u> | |

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| | Council agreed to but reiterated need for greater understanding of scheme. JH advised caution as imminent development report due from SNDC on what will be permitted in village. RF advised that a developer can put in an application at any time | Agreed by majority<br>JH To send email asking what to done to address previous concerns. |
| | **Extra items** | |
| 21. | <u>Village Sign Competition ML</u><br><br>ML advised that he has had approx. 20 entries<br>It was decided to choose a winner and two runners up<br>Council to provide book token as prizes | ML to scan and councillors to choose 3. Advise ML accordingly. |
| 22. | <u>Picnic benches JH</u><br><br>RF stated his concern that this proposal had been circulated after the Agenda has been published and that certain councillors had given prior approval by email. RF asked that the item be withdrawn and presented at the next meeting, in accordance with Standing Orders. JH continued with his presentation. RF pointed out that the proposal was deficient as Standing Orders required 3 comparative quotes but the proposal only stated 1. SW as RFO confirmed this need. Rather than plastic GT suggested consideration of a metal bench. RF asked that the proposal also consider timber. It was decided by majority that, in principle, the purchase of 2 benches was a good idea but that JH must obtain 3 quotes and bring back to Council a fully costed proposal. | JH to get 3 comparison quotes and widen the proposal to consider other materials. |
| | To confirm date and venue for the next meeting;<br>Thursday 17th June 7:30pm, Spooner Row Village Hall | |

Amendment to the minutes 17.6.2021 by the chair:
(5) New Chair and Vice Chair appointed:

JH resigned as Chair.
RF was proposed by GT & secd SW
JH was proposed by SH & secd ML

SH was proposed by JH & secd ML
ML resigned as Vice Chair.
RF was proposed by GT & secd SW