

Spooner Row Community Council Minutes

Saturday 23rd October 2021 at 09:30, Spooner Row Village Hall

Present:

Sue Hewitson	SH	Chairman
Julian Halls	JH	Vice Chair
Stephen Ward	SW	RFO
Bernard Mansell	BM	
Graeme Turrell	GT	
Martyn Lemon	ML	
Robert Foster	RF	
Dawn Clarke	DC	Clerk to the Community Council

No Members of the public

1.	To consider accepting apologies for absence.	
	None	
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	
3.	To confirm the minutes of the meeting held on Thursday 22 nd September 2021.	
	After Discussion they were accepted.	
4.	Opportunity for Public participation.	
	None	
Planning – Cllr Martyn Lemon Lead		
5.	To consider responding to planning applications:	
	a. 2021/2185 Morley Hall Farm Barn, London Road, Sutton. NR18 9SN	
	b. Iain Hill for R J Alston & Sons Ltd.	
	c. Any late applications.	
	a. No comment to be filed.	DC
	b. Iain Hill did not attend.	
	c. R. J Alston requesting a removal of Sec 106. A firm and rejection of the proposed removal of conditions. It was also requested that all members of the public be alerted to the need to re-submit previous objections as this is a new case.	RF
	A Letter of objection to be written by The Clerk:	DC
	Proposed ML Seconded RF all agreed	
Finance – Cllr Stephen Ward, RFO		
6.	To note endorsed payments made since the last Committee meeting on 23 rd September 2021:	
	a. PKF Littlejohn external audit fee: £240.00 paid on 14 th October 2021.	
	Due to a decrease in income the auditor's fee is £240, last year it was £500.(Transfer of monies from WTC)	

7.	To consider approving the following payments: a. Salaries for October 2021: £263.58 b. Cllr Ward for Clerk's Microsoft O365 license: £11.28 c. Cllr Ward for RFO's Microsoft O365 license: £4.56 d. Cllr Ward for top-up payment to Number People: £5.00 e. Village Hall meeting room hire (July – September): £39.00 f. Community Action Norfolk for play equipment inspection training course for Cllr Mansell: £60 g. SLCC for Clerk's CiLCA marking fee: £410 h. Greenscape for 4 x playing field grass cuts: £432.00	
	Proposed RF Seconded ML Agreed	
8.	Presentation of FY2021 Q2 Financial Statement.	
	Proposed SW Seconded RF Agreed	
	Ongoing Items	
9.	School Short Lease (P) /SH (ML Excluded) SH updated the council: The Short Lease legal fees are to be paid by Enrich Trust. SH is in conversation with PJ. Lease will be held by NCC as previously. SH thanked RF for his advice and guidance. A discussion was held about appropriate rental charges, the mean between the RPI (£174.11) and CPI (£150.20) (Provided by GT) based on the original rent. £162.15 was suggested as a way of re-establishing and determining a fair rental value. It was proposed to maintain rent at £100 a year. For JH, SW. Against BM, GT, RF, SH – proposal failed It was proposed to set the rate at £162.15 For BM, GT, RF, SH, SW Against JH	
10.	School Development / SH	
	There seems to be some lack of communication between the new head and PJ. (Ref Correspondence) Will chase PJ regarding designs, Fence price quoted but length/gates missing – SRCC would like more detailed plans so costing and budget implications can be understood. New Head to be invited to next meeting.	SH/ DC
11.	Playing field Safety / BM	
	BM is working on costs and will report monthly going forwards. Small Childrens' play area requires further work and public access will need to be suspended during that time. ML acquired a Triple 4 lock at no charge. Keys with ML/SW/RF	
12.	Sharepoint / ML	
	SW continues to offer Sharepoint help, and will offer an evening of learning. Date to be confirmed. The Clerk asks Councillors to use their SRCC email address to maintain data privacy.	SW
13.	Newsletter No. 2 / RF	
	A call was made for short articles, RF to re-distribute Newsletter 1 for council to be refreshed. Pieces around 75 words.	RF
14.	Signal Box / Rangers & Highways / DC	
	Most items have been completed by the Rangers / Highways. DC to monitor and update. MNR have engaged a transport company to survey the route to remove the signal box to the MNR Wymondham Abbey Halt. They will update The Clerk	

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SH

	with news after the 28.10.21. They have been appraised of the damage to the box incurred whilst on the field.	
15.	Free Trees – NALC / DC	
	DC to investigate/order to use to patch in gaps within the playing field.	DC
Projects		
16.	Queens Platinum Jubilee (P) SW	
	It was proposed to deliver a Platinum Jubilee Celebration on June 4 th 2022 - Agreed Unanimously. The Community Council will engage with the School and Village Hall. A Subcommittee was proposed ML, Second SH, Agreed ML to lead, SH & SW Information on braziers to be passed on	DC
17.	Meeting dates for 2022/23 / DC	
	It was discussed for 2022, SRCC meetings will be on the First Thursday of the Month and the second Thursday of January. Dates to be generated for next meeting.	DC
18.	Speed Reduction / Speed Watch Volunteers JL / ML Update of minuted actions in August.	
	JH is continuing to change the location of the SAM and collect data. ML - It was noted that the perceived speed and actual speed was not necessarily the same. It was accepted the machine data was true. GT - Concern was raised that there were noted problem locations not covered by the SAM (Bunwell Road) A call for Speed Watch Volunteers to come forward to be made DC - had spoken to Bawburgh about their speed reduction success and they attributed it to persistence. There were many people, SAM and speed guns, and organised to daily complain about incidents. No update from original members of the public who raised this issue. A Further update is requested in November	RF
19.	Standing Orders / SH	
	It was proposed that draft documents are not shared. Proposed SW Seconded SH Agreed to be added to SOs SH/DC are continuing to review SOs and will generate a working document on Sharepoint and ask for comments.	
Communication		
20.	Correspondence / DC a. KCS b. Any late items.	
	a. A response to KCS will be made and circulated prior to sending b. School. A late letter was received from the school, Council has drafted words, The Clerk to reply. c. A resident wrote regarding draft minutes. This was discussed.	DC DC
Meeting Closure		
21.	Matters for next meeting and any emergency items.	
	BM raised concerns about an underground culvert.	DC

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SH

	ML asked for a Document Control List to be set up. ML to supply sample Document. SW reminded council that precept needs to be set and our large project spending needs to be implemented. Next agenda. GT wishes to explore recording meetings on audio. JH Goal net guarantees. JH Storage of hard copies of contracts / leases / guarantees etc.	DC
22.	To confirm date and venue for the next meeting; Thursday November 25 th at 7:30pm in Spooner Row Village Hall.	

Signed: 

Date: 28th Nov.
2021