

Spooner Row Community Council Minutes

Thursday 23rd November 2021 at 19:28, 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

Sasha Furze, Executive Headteacher Spooner Row Primary School

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 JH Will not be taking part in planning matters as he is on the South Norfolk planning committee as a district councillor and possibly item 9 as being on WTC as a Councillor.	
3.	To confirm the minutes of the meeting held on Saturday 23 rd October 2021.	
	RF did not accept the minutes and asked for this to be recorded. SH apologised to RF for not responding to his email. A written amendment was made to the November minutes. Proposed JH, Seconded ML, Agreed Unanimously The Clerk reminded Councillors that factual amendments can be amended at draft level, other amendments can be amended by the chair by hand at the meeting as per Standing Orders 12(b &c).	
4.	Opportunity for Public participation.	
	Sasha Furze has been appointed in an executive role to develop primary provision across the Enrich Trust. She thanked the council for their continued support of the School. Sasha reminded the Council that the school had no owned green space and relied upon the Council for this. The existing mobile units will be sufficient for up to 5 years the new Modular Classrooms (if approved) will have a life	

	of 25 years. Pupil numbers remain unchanged and stable at 106, there is no plan to increase numbers. The School has an admissions policy with local and siblings being prioritised. The Exclusive Use / Hybrid Schemes were discussed and fencing cost was raised so that we can present options to the Parish. DfE guidelines make the school inadequate due to lack of space – not necessarily classrooms but facilities and access to lack of out door space. The idea of linking School and Village Jubilee Celebrations were raised and welcomed. The repairs to the wall have been concluded.	
Planning – Cllr Martyn Lemon Lead		
5.	To consider responding to planning applications: a. Heron Barn, Besthorpe FUL/2020/0062	
	ML explained NCC/Brekland decision to refuse due to the impact on the area. JH let the Council know that the Broadland/SNDC move had been paused.	
Finance – Cllr Stephen Ward, RFO		
6.	To consider approving the following payments: a. Salaries for November 2021: £263.58 b. Salaries for December 2021: £242.88 c. Cllr Ward for Clerk's Microsoft O365 license (Sep 21): £11.28 d. Cllr Ward for RFO's Microsoft O365 license (Sep 21): £4.56 e. Cllr Ward for Clerk's Microsoft O365 license (Oct 21): £11.28 f. Cllr Ward for RFO's Microsoft O365 license (Oct 21): £4.56	
	Due to no December meeting payments for both months are shown. Proposed JH, Seconded SH, Agreed Unanimously	
7.	Approve for public consultation the proposed Annual Budget and Precept for FY22/23.	
	RF asked for Item 26 to be brought forward discuss 2022 projects. Many ideas were shared and discussed. No written proposals were made to be voted on by council. RF made a counter proposal to not accept a reduction and maintain payments at current levels. SW explained his recommendation as the RFO was to reduce the precept as we have no projects scheduled and significant funds. It was proposed to consult on reducing the precept by 26% Proposed SW, Second JH, 3 For, 4 Against. It was proposed to consult on keeping the precept as it is. Proposed ML, Seconded RF, For SH, BM Against SW, GT, JH SW will put this information onto the website for consultation. SW will put a link onto Next door. RF to put a message onto the Message board.	SW/RF
8.	Approve reviewed Spooner Row Community Council Finance, Banking & Asset Mandate V1.1 / SW	
	The amendments made by SW to the banking mandate were accepted and signed. Proposed ML, Seconded RF, Agreed Unanimously	
9.	Out-standing payment from WTC /RF	

	The Clerk to look at WTC's payments and accounts so that we may recover the final payment from WTC.	SW/DC
10.	The Clerks Probationary Period /SH	
	The Clerk Left the room for this item. The council agreed that Clerks probationary period was over and as CILCA training was now underway that the clerk should be moved up a pay level to LC01:8	
	Ongoing Items	
11.	School Liaison /ML	
	The School has received a 'Good' rating from OFSTED. ML has arranged a Zoom Call with the Head of School, to brainstorm ideas to celebrate the Platinum Celebrations; it is hoped that there will be a dual focus with both a children's celebration and an adult event. Possibly a street party or an idea from VE day (SW/SH/ML Sub Committee). ML highlighted 'Henry' who is a pupil at SR, RF to publish a link/details on Nextdoor	RF
12.	School Short Lease/ Development /SH	
	The short lease is being prepared by Enrich Trust, who have agreed to £165 a year rent. (SRCC asked £162.11) Enrich will pay legal fees.	
13.	Playing Field a. Safety /BD b. Playing Field – End of year maintenance / Goal Nets /RF c. Free Trees /DC	
	a. BM requested an Accident Book: Clerk to purchase and keep. Insurance policy: There may be a requirement to comply with insurance conditions. The Councils phone number is missing from the contact board. Sign required for the playing field and replacing the sign on the wall in Young Children's area. BM & RF to action both signs. Each week BM will check and sign a document stating that the equipment is safe. The reports will be put onto Sharepoint. Each month a more detailed report will be completed with any highlighted remedial action and timescale for repairs and uploaded. BM's CAN Playground Safety course certificate to be uploaded to Sharepoint. BM expresses safety concerns for the School Lane access – BM will bring a proposal to make safe. b. RF requests we arrange some drainage, harrowing and not scarified. Provisional estimates are £750 for the work. 2020 a quote was received and will be passed on. RF asked to return with a proposal. Goal Nets: there has been no progress with the guarantee. RF asked to put in a proposal and address at the next meeting. c. After a walk around the playing field with RF, the Clerk suggests no action is taken until the finalisation of the building work next to the field.	DC RF/BM BM BM BM ML / RF RF
14.	Communications Update /RF	
	Deferred to January	

SH

15.	Highways Update /RF a. Driver letter b. NCC Funding c. Top Common d. London Road B1172	
	b. RF asked to return the Trod to council. There is no proposal and the deadline for funding has arrived. RF asks for this item to be removed from discussion.(15b) Other items adjourned to January and to return with proposals.	RF
16.	Dates for Council Meetings in 2022 /DC	
	The dates were agreed by The Council. GT asked for the times to be moved to 19:00, it was agreed to leave to 19:30.	
17.	Holy Trinity Curtilage Maintenance Letter /RF	
	RF requested permission to work with the Clerk to mail the Church regarding curtilage concerns.	RF/ DC
18.	Dog Fouling – engage or report /RF	
	Resident has not followed up – deferred to January	RF
19.	Speedwatch /ML/JH	
	No update, Data to be put on Website. ML to send to RF also	ML
20.	Storage of Hard Copies of Leases, Guarantees & Contracts /JH	
	Soft Copies are held on Sharepoint. The Council is not aware of any hard copies. Land registry deeds are currently in a safe DC to check the current advice for the suggested storage location of Hardcopies of Land registries. Update in January	JH/DC
21.	Signal Box Removal Update /DC	
	DC had been updated, MNR are working to remove on January 13 th 2022, as there were road closures and police escorts required. Continued thanks passed to the council for their patience.	
Projects		
22.	Remembrance Sunday Observance /ML /RF (P)	
	The Clerk asked that a date and named person for removal of the wreath to be added to the proposal. A Limit of £50 was agreed.. Proposed ML, Seconded RF, Agreed Unanimously	
23.	Dummy Camera for Playing Field /JH	
	Hethersett had its table tennis table seriously damaged. It's safety and insurance was discussed and no action.	
24.	Data protection – Councillor Safety, SRCC Emails & Addresses /SH	
	Councillors home addresses are available in the public domain. SN Monitoring office publish all details. Redaction can be done by personal choice, by that councillor.	
25.	Newsletter No. 2 /RF	
	RF asks that comments be added over the next 2 days. ML passed on a piece about flooding to RF from George Freeman for inclusion.	All RF
26.	2023 Projects /RF	

	This was moved forward and included in item 7	
27.	Recording of Meetings /GT	
	GT was unhappy that his proposal has been placed low on the agenda. GT wanted the meetings recording for the purpose of creating the minutes. Discussion was held about the legal holding of recorded meetings, that a policy would need to be developed. The Clerk stated that she would only use it if there was an issue and drew attention to the non visual aspects – if a vote is to be recorded it would need to be audibly made. The proposal to record the minutes was carried, 4 for and 2 against, one abstention. GT to work on the process/proposal and bring it back to council.	GT
28.	Queens Platinum Jubilee Plans /ML /SH / SW	
	(covered partly in item 11) SH to pass on any notes and consider contingency plans. SW to be included in the next meeting as per subcommittee. Braziers are around £2,500	SH
29.	Grants & Future Funding /RF	
	Deferred to January	RF
Correspondence		
30.	Correspondence DC	
	a. KCS response b. Heron Barn (Planning 5a)	
	a. For information b. Covered in item 5. Late item: Covid Memorial Plaque – NALC requested to be presented by Jake Humphrey in person – Clerk to arrange.	DC
Meeting Closure		
31.	Matters for next meeting and any emergency items	
	Deferred items Moles on the playing field / RF Hard Copy document storage (deeds) / DC The Meeting was closed at 21:57	
32.	To confirm date and venue for the next meeting, Thursday January 13 th 7:30pm 2022 in Spooner Row Village Hall.	

Signed:



Dated:

13/1/2022