

I hereby give notice of a meeting of Spooner Row, Sutton and Wattlefield Community Council and summon members to attend.

The meeting will be held on Thursday 7 April 2022 at 7:30pm
 (following the Annual Parish Meeting)

This meeting will be held at Spooner Row Village Hall.

Members of the public and press are welcome to join.

Dawn Clarke
 Clerk to the Community Council
 31st March 2022

AGENDA

1.	To consider accepting apologies for absence.
2.	To receive declarations of interest on items on the agenda and consider any requests for dispensations.
3.	To confirm the minutes of the meeting held on Thursday 3 rd of March 2022
4.	Opportunity for Public participation.
Planning – Councillor Martyn Lemon Lead	
5.	To consider responding to planning applications (by delegation): a. 2022/0505 Carpenters Cottage Queens St Spooner Row NR18 9JU b. 2022/0501 Homeside Eleven Mile Lane Sutton NR18 9JL c. Any applications arriving after the publication of this Agenda
Finance – Councillor Stephen Ward, RFO	
6.	To consider approving the following payments: a. NPTS Membership fee: £106.13 b. NALC Membership fee: £169.48 c. Salaries for February 2021: £586.19 d. Cllr Ward for Clerk's Microsoft O365 license: £11.28 e. Cllr Ward for RFO's Microsoft O365 license: £4.56 f. Ace Mole Catching: £400.00 g. Central Design Ceramics Ltd for Queen's Platinum Jubilee gifts: £705.60 h. High Street Safari for Queen's Platinum Jubilee Augmented Reality Beacon Trail: £499.00
7.	Presentation of the FY21/22 Q4 End of Year Financial Statement.
8.	To Approve Changes to the Banking Mandate
Ongoing Items	
9.	School Liaison (Verbal update)
10.	Playing Field (Verbal Update) BM
11.	Queen's Platinum Jubilee Beacon location. SW
12.	Queen's Platinum Jubilee Augmented Reality Beacon Trail character locations. SW.
13.	Queens jubilee celebration update (Verbal update) SH To discuss and resolve other Entertainment and Catering options

Projects	
14.	The assignment of the role of Planning policy lead
15.	To Discuss the Subscriptions and payments to Norfolk Association of Local Councils and Norfolk Parish Training and Support. SH
Communication	
16.	Endorsement of Newsletter. RF & SW
17.	Correspondence and Clerk's report. a. Post Box. b. Any correspondence arriving after the publication of this Agenda.
Meeting Closure	
18.	Matters for next meeting and any emergency items
19.	To confirm date and venue for the next meeting; Thursday 5 th of May 7:30pm in Spooner Row Village Hall.

V2.2/4/2022

This meeting may be filmed, recorded or photographed by the public; however, anyone who wishes to do so are asked to inform the Clerk and ensure it is done in a non-disruptive and public manner.

Spooner Row Community Council Minutes

Thursday 3rd of March 2022 at 19:30, Spooner Row Village Hall

Present:

Councillor Julian Halls	JH	Chairman
Councillor Stephen Ward	SW	RFO
Councillor Bernard Mansell	BM	
Councillor Martyn Lemon	ML	
Councillor Robert Foster	RF	
 Dawn Clarke	 DC	 Clerk to the Community Council

1.	To consider accepting apologies for absence	
	Councillor Sue Hewitson sent apologies – these were accepted	
2.	To receive declarations of interest on items on the agenda and consider any requests for dispensations	
	Councillor Martyn Lemon is Chair of Governors for Spooner Row Primary School with no pecuniary interest. Councillor Julian Halls will not be taking part in planning matters as he is on the South Norfolk planning committee as a District Councillor.	
3.	To confirm the minutes of the meeting held on Thursday February 3 rd 2022	
	Councillor Robert Foster disagreed with the minutes and asked that members of the public, educational establishments, businesses and their employees should be named in full. This was based on his communication with the National Association of Local Councils and Norfolk Parish Training and Support who assured him that there was no 'hard or fast rule or regulation on this' and to try not to use private individuals names, unless they give consent, there is nothing to stop us using full names for businesses or their employees. The minutes were amended. The Chair asked that this be adopted for future meetings This was noted by The Clerk. The minutes were accepted as a true record after amendment by hand.	
4.	Opportunity for Public participation.	
	None.	

Planning – Councillor Martyn Lemon Lead		
5.	To consider responding to planning applications: a. 2021/2666 Coopers Barn, Top Common Spooner Row NR18 9JS b. Any application arriving after the publication of this Agenda	
	Councillor Martyn Lemon asked the council to acknowledge the troubles of the people of Ukraine at this time. a. The council makes no objection. b. No further applications received.	DC
6.	KCS letter and update from Planning Principle Officer/JH	
	Following the letter from KCS Developments to Spooner Row Community Council. The council notes the response from Simon Marjoram at South Norfolk District Council. Councillor Robert Foster registered a concern regarding roles. Councillor Stephen Ward clarified the lack of clearly defined role in this regard as the planning policy role is not assigned. This will be considered next month.	
Finance – Councillor Stephen Ward, RFO		
7.	To note endorsed payments made since the last Committee meeting on 3rd February 2022: a. Luca La Belle, deposit for QPJ Pizza van: £50.00 b. The Spitting Pig Co Ltd, deposit for QPJ Hog Roast: £298.50 c. Toilets+ Wymondham, deposit for QPJ toilet hire: £100.00	
	The payments were noted. Proposed ML, Seconded RF, Agreed.	
8.	To consider approving the following payments: a. Salaries for February 2021: £390.55 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 Number People to up: £5.00	
	The Society of Local Council Clerks pay rise has been announced and will be included in the next month's salary. Proposed JH, Seconded ML, Agreed. Councillor Stephen Ward and The Clerk to generate an annual schedule of reoccurring payments as per financial regulations 5.6 for annual approval.	SW/ DC
Ongoing Items		
9.	School liaison / ML	
	Councillor Martyn Lemon reports little news, but does note that there is only a single case of Covid in the school: Councillor Stephen Ward asked for an update regarding the mobile lease, Councillor Stephen Ward will invoice the standard amount. Delay is apparently with the Enrich Trust Solicitor but Councillor Martyn Lemon will check.	

10.	Playing Field / BM	
	It was resolved that David Bracey would be contacted and engaged to conduct the annual Royal Society of Prevention of Accidents inspection. The new trod path has raised the footpath above the current bridge level on to the playing field. Jim Curran will be contacted by Councillor Bernard Mansell to resolve the height difference. It was agreed that a step would not be appropriate due to the profile of the users nor should a solution incur cost to the council.	BM
11.	To Discuss terms of Reference for Playing Field Lead	
	This was discussed and due to the complex nature of the roles and responsibilities the post of a single lead on the playing field. It was agreed to leave the current arrangements as they are as there is a crossover of roles and communication would be needed. Councillor Martyn Lemon said plastic matting at the entrance would not be needed. Councillor Robert Foster said the lighting poles belonged to Spooner Row Community Council as they had not been removed by the installer (Wymondham Town Football Club) at least 3 years ago and furthermore the electricity supply was not connected. It was noted by Councillor Julian Halls that the crane when moving the signal box had caused some damage. Councillor Martyn Lemon suggested this would be part of the resurfacing remit. Councillor Robert Foster stated that Steven Ashling had confirmed to him that Mid Norfolk Railway would return and make the grass right where the signal box had been and Councillor Robert Foster would raise it with Steven Ashling and Mid Norfolk Railway if necessary. It was noted that there were extra bags of sand and Spooner Row Community Council could possibly use it for sand bags. Councillor Robert Foster was in contact with Balfour Beatty. The playing field lead terms of reference were abandoned.	
12.	Commentary on proposed new recycling facility.	
	A request was made for the council's view by Daz on the Message board. After a discussion the council decided that we have no view as we have nothing to consider at this time. It is a County Council level decision; the Community Council has no ability to respond. The plans do not fall within the remit for the Community Council. It was agreed to direct posters to our website and add further information if it becomes available.	

13.	Discussion about the News Letter/ JH	
	Councillor Robert Foster stated that the reason this had not progressed was because Councillor Sue Hewitson had not provided him with input. Councillor Robert Foster will lead the newsletter, Councillor Stephen Ward has asked to re-focus the newsletter on the Jubilee plans and as deputy will work with Councillor Robert Foster to bring a draft for approval to the April Meeting to print and distribute before the May Meeting. Proposed JH, Second BM, Agreed.	RF/ SW
14.	Co-option of new councillor/ JH	
	A revision was made and to the 'Application Form'. It is to be passed to Councillor Robert Foster to be posted on Next Door and the Website.	DC/ RF
Projects		
15.	Trees for the Queen's Jubilee / JH– update.	
	The revised proposal suggested just one tree (a mid sized Birch or Rowan) on the playing field, an alternative suggestion was to put some trees on the chicanes entering into the village, with appropriate signage. Councillor Martyn Lemon asked about planting in the verge. Councillor Stephen Ward asked about planting an avenue. Councillor Robert Foster as Highways lead was asked to contact the Countryside Officer, and our county councillor and possibly Highways to understand if it is possible to plant in the verge and, or, at the entrance of each of the villages. Royal British Legion Industries have asked to be considered as a supplier for signage. To update	RF
16.	Queens Jubilee Celebration Update	
	a. General b. Purchases (Mugs) a. When Councillor Sue Hewitson returns there will be a meeting, Lee Bassy has confirmed they will play and can also provide their own lighting and between set music, but need electricity. Michael (next to The Boars) would like to play also. Larry Grey has not responded to Councillor Martyn Lemon regarding the generator. Councillor Penny Hubble from Wymondham Town Council had requested to share our information with respect to beacons, Councillor Martyn Lemon / Councillor Stephen Ward will supply. The oak post for the beacon has been ordered from Snetterton and we are waiting for a delivery date (free delivery has been sourced) to co-ordinate with Phil Wing who will put it up. Location to be confirmed. The Augmented Reality Trail. Spooner Row Community Council is listed on their website, one of only three so far in Norfolk. Councillor Stephen Ward is in communication with them.	

	EventBright is ready for ticket sales. Councillor Bernard Mansell is arranging sponsorship to link with the Augmented Reality Trail. Councillor Stephen Ward asked Councillor Martyn Lemon about grant applications. The Clerk has forwarded emails for them to consider. b. Not available	
Communication		
17.	Correspondence & Clerks report/ DC a. Goal Nets b. Any application arriving after the publication of this Agenda	
	a. Mark Harrold had responded that they consider the goal nets to have been damaged by rabbits or foxes and outside of the scope of their guarantee (original purchase price was around £54) Councillor Robert Foster will make a proposal for a new set and repair and use this set as a back up. b. A11 Upgrade Road show – the council was made aware and a poster sent for the notice board.	
Meeting Closure		
18.	Matters for next meeting and any emergency items	
	None. There are a number of items not brought forward. The clerk asks for them to be put forward for next month. Meeting Closed at 20:54	
19.	To confirm date and venue for the next meeting; Thursday April 7 th at 7:30pm in Spooner Row Village Hall.	

Signed:

Ann L Hall

Dated:

7 April 2022

MID-NORFOLK RAILWAY PRESERVATION TRUST

THE WYMONDHAM-DEREHAM-NORTH ELMHAM-COUNTY SCHOOL LINE

Telephone: (01362) 690633 Fax: (01362) 698487

Sue Hewitson
Chairperson
c/o The Clerk,
Spooner Row Community Council,
The Shearings,
Deopham Road,
Morley St. Botolph,
Wymondham, Norfolk,
NR18 9AA

29th March 2022

Dear Sue

On behalf of the Mid Norfolk Railway may I please offer the Spooner Row Community Council our grateful thanks for accommodating the Spooner Row signal box on your playing field at very short notice.

As you know this was due to factors beyond our control and its stay was longer than initially anticipated but thankfully it is now safely at its new home at Wymondham Abbey Station.

We have a live appeal to raise funds to restore the building to its former glory and return it to operational use as a working signal box. The signal box is still, however, very much part of Spooner Row's heritage and we would therefore like to extend an open invitation to you and the community to come and visit once our works are completed.

I hope the playing field grass has returned back to normal naturally. Should there be any outstanding costs for this, please don't hesitate to get in touch.

Yours sincerely



Charlie Robinson
Chairman



Spooner Row, Sutton & Wattlefield

Community Council

Where community matters

Proposed Meeting Date: 7th April 2022

Agenda Item:

Title: Queen's Platinum Jubilee Beacon Event – Beacon Location

Proposer: Cllr SMR Ward

Timing: Urgent (At next meeting) as the beacon post needs to be erected in late April early May.

Key Themes: [Grow Community Spirit]

Proposal

The Council site the Queen's Platinum Beacon at location 1 as depicted in Image 1.

Background. At the Council's October 2021 meeting it was agreed that the Council would plan to deliver a Queen's Platinum Jubilee Celebration event, with one of the key elements being the erection and lighting of a Jubilee Beacon. The council needs to decide on the permanent location of the beacon.

Image 1, below depicts the following areas:

- Red shaded areas not suitable due to fire hazard.
- Orange shaded areas not suitable due to future use of ground.
- Green dots possible beacon locations numbered in preferred order.

Image 1 – Beacon Location



Expenditure - Maximum Total Cost: £0 Annual Budget Required for Maintenance: £0.00



Spooner Row, Sutton & Wattlefield

Community Council

Where community matters

Proposed Meeting Date: 7th April 2022

Agenda Item:

Title: **Queen's Platinum Jubilee Beacon Event – Augmented Reality Beacon Trail Character Locations**

Proposer: Clr SMR Ward

Timing: Urgent (At next meeting) as the deadline for setting the locations for the trail is 25th April 2022

Key Themes: [Grow Community Spirit]

Proposal

The Council agrees to the 7 primary locations for siting the Queen's Platinum Jubilee Beacon Trail characters as depicted in Image 1.

Background. At the Council's February 2021 meeting it was agreed that the Council would purchase an Augmented Reality (AR) Queen's Platinum Jubilee Beacon Trail. The council needs to agree the locations of each of the 7 characters which forms the trail by NLT 25th April, so that our personalised trail can be setup on the High Street Safari website and trail literature can be published. The proposed locations are as follows and also depicted on Image 1 below (locations defined using <https://what3words.com/>).

Noticeboards (Yellow Markers):

1. Sutton Noticeboard at location: <///corner.forge.oath>
2. Spooner Row Noticeboard at location: <///fixture.removable.trooper>

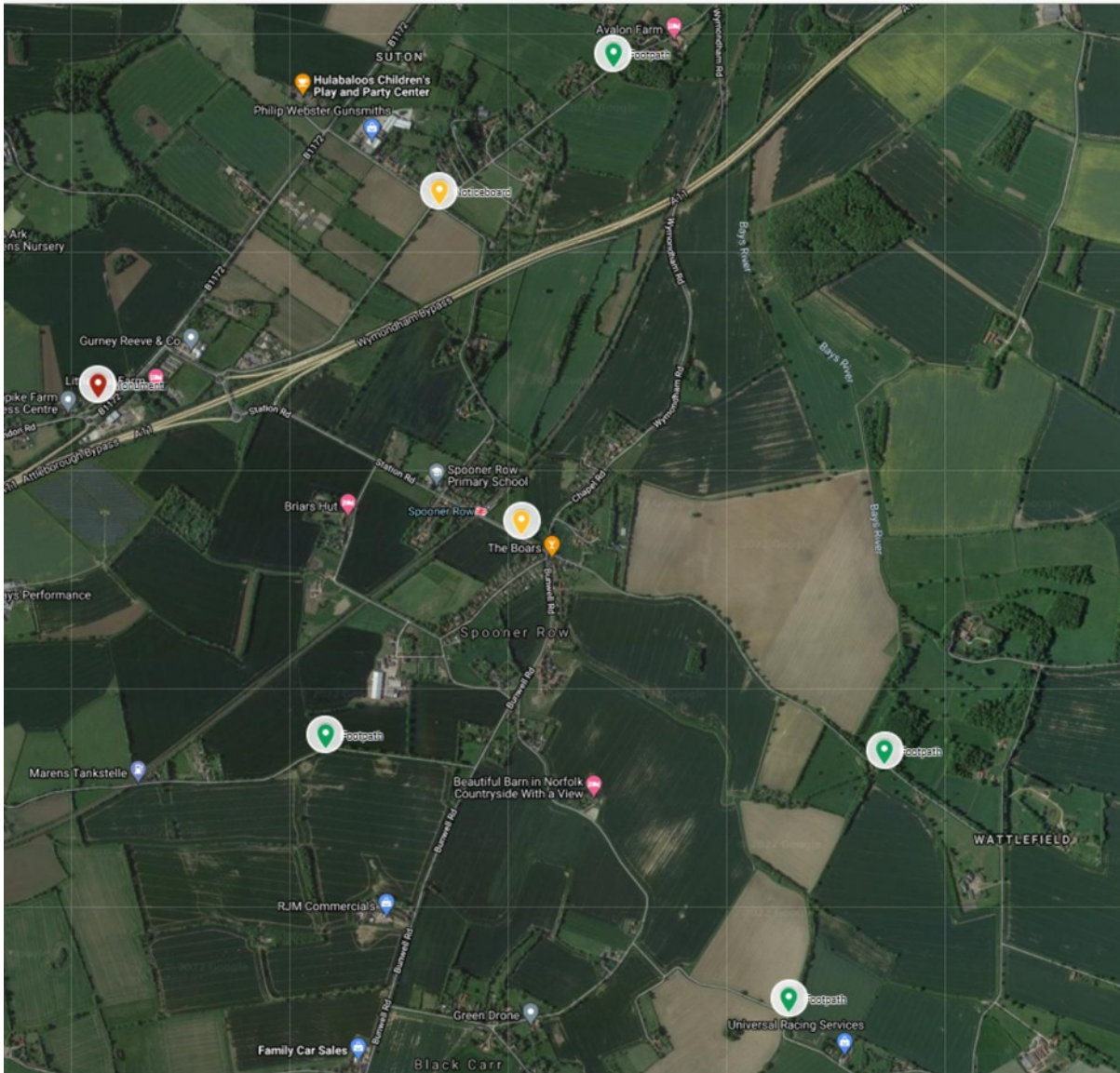
Footpath Finger Posts (Green Markers):

3. Guiller's Lane, Wattlefield (North) end of Green Lane bridleway (BR29) at location: <///newer.deploying.renews>
4. Potter's Lane (South) end of Green Lane bridleway (BR29) at location: <///leathers.immunity.broker>
5. Sluts Hole Lane footpath (FP2&3) crossing at location: <///arranged.dugouts.themes>
6. Sutton Street footpath (FP17) at location: <///freezers.yelled.tags>

Turnpike Monument (Red Marker):

7. London Road at location: <http://stilted.archives.lanes>

Image 1 – Proposed Character Locations



Alternate locations for characters are depicted on Images 2 & 3 below.

Footpath Finger Posts:

- Station Road footpath (FP32) at location: <http://cavalier.boxing.means>
- Footpath (FP16) at location: <http://surging.feelers.slugs>
- Top Common footpath (FP32) at location: <http://sharpen.cocoons.taker>
- Sawyer's Lane footpath (FP15) at location: <http://pampering.sport.keepers>

Village Hall:

- Noticeboard at location: <http://notifying.normal.audible>

Image 2 – Alternate Character Locations: Spooner Row

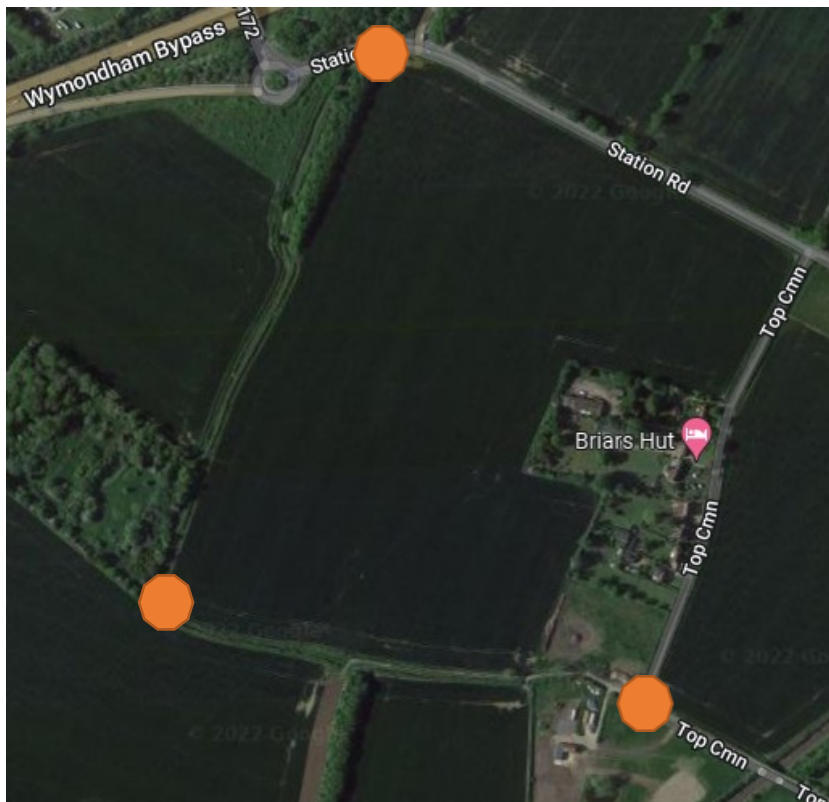


Image 3 – Proposed Character Locations: Sutton



More detail, including a video of a trail in action, can be accessed at:

[The Queen's Platinum Jubilee Beacon Trail – High Street Safari](#)

Expenditure - Maximum Total Cost: £0 Annual Budget Required for Maintenance: £0.00

Norfolk Association of Local Councils and Norfolk Parish Training and Support Subscriptions

Do we need both?

Who uses which one and why is that preference?

Subscription for 2022-23 is

Norfolk Association of Local Councils : 169.48

Norfolk Parish Training and Support: 106.13



Spooner Row, Sutton & Wattlefield Community Council

Where community matters

Queen's Platinum Jubilee

In 2022, Her Majesty the Queen will become the first British Monarch to celebrate a Platinum Jubilee, 70 years of service. There will be celebrations throughout the United Kingdom, the Commonwealth and around the world as communities come together to celebrate The Queen's historic reign.

The extended bank holiday, from Thursday 2nd to Sunday 5th June, provides an excellent opportunity for your Community Council, in association with the Spooner Row, Sutton & Wattlefield Village Hall Committee and Spooner Row Primary School, are working together to organise two events.

Coronation Themed Party

The Village Hall Committee and Spooner Row Primary School will be putting on a Coronation Themed Street Party for those who live within the community or attend the school. The party will involve a fancy dress competition for our 4-12 year olds, along with plenty of other games, with all attending receiving a commemorative gift.

This event is free-to-attend and will take place at Spooner Row Village Hall, between 2:00-4:00pm on Thursday 2nd June.

Platinum Jubilee Party

Spooner Row Community Council will be hosting a Platinum Jubilee Party at the Spooner Row Playing Field, which will culminate with the inaugural lighting of a permanent beacon that will be installed on the playing field. The event will include live music, headlined by The Lee Vasey Band, as well as a full bar and multiple food outlets. Guests are also welcome to bring their own picnics.

Continued overleaf...

Council Meeting Dates 2022

Thursday 7th April, 19:30
Annual Parish Meeting

Thursday 5th May, 19:30

Thursday 2nd June, 19:30

Thursday 7th July, 19:30

Thursday 4th August, 19:30

Thursday 1st September, 19:30

Thursday 6th October, 19:30

Thursday 3rd November, 19:30

Thursday 1st December, 19:30

Football on the Playing Field

The arrival of the football goals last year was welcomed by young and old alike. For 2022, we are planning to paint out a five-a-side pitch later this month when the weather improves.

Outdoor Table Tennis

With the clocks going forward and warmer days returning, the outdoor table tennis table has been washed down, with new bats and balls to accompany. For those of you who fancy a game of ping pong, the table tennis table can be found at Spooner Row Playing Field. Come and play!

Contact Us

If you have any thoughts or issues that you would like to be raised, you can contact us using the details below.

Spooner Row

Robert Foster
01953 607741
rgf@spoonerrow.cc

Julian Halls
01953 600720
JHalls@S-Norfolk.gov.uk

Martyn Lemon
01953 605450
mle.spoonerrow.cc

Bernard Mansell
01953 607575
bma@spoonerrow.cc

Position Vacant
01953 304401
clerk@spoonerrow.cc

Suton

Sue Hewitson
01953 600589
chair@spoonerrow.cc

Wattlefield

Stephen Ward
07767 777488
rfo@spoonerrow.cc

Council Clerk

Dawn Clarke
01953 304401
clerk@spoonerrow.cc

Other Contacts

@SRSW_Council
www.spoonerrow.cc
www.nextdoor.co.uk

The event is free-to-attend and will take place on Thursday 2nd June from 6:30pm, with the lighting of the beacon taking place at 9:45pm. This event is open to all and discounted food tickets will be available to purchase in advance from eventbrite.co.uk.

Beacon Trail



Leading up to the day's celebrations, you can all take part in The Queen's Platinum Jubilee Beacon Trail. The trail is an experience where seven characters have come to life and are visiting our community through the power of augmented reality!

Guided by Sir Barnaby Beacon, you can meet each character and learn about each decade of the Queen's reign, whilst also enjoying some of the footpaths around our community. At each character's location, you can scan a QR code to collect digital stamps and engage with their stories and decide how to progress your adventure. Once all seven digital stamps are collected, you will be rewarded for your efforts!

The trail goes live on 30th April and all you need to take part is a smartphone with a camera.



For further information on all our events and links to purchase tickets, please visit spoonerrow.cc