

## SURLINGHAM PARISH COUNCIL

### Minutes of the virtual meeting held on 18 May 2021

Present: Councillors John Broom, Phil Reeve, Will Mack, Richard Atkins, Craig Neave and Dave Swinborne. Janet Rogers Parish Clerk and 1 member of the public.

1. Welcome by the current Chairman Councillor Broom
2. Appointment of the Chairman – Clerk invited nominations for the role of Chairman. Councillor Swinborne nominated Councillor Broom seconded by Councillor Reeve. With no other nominations Councillor Broom was elected as Charman.
3. Apologies and approval of absences – Councillor Scowen
4. Declarations of Interest - None
5. To approve as accurate the minutes of the meeting on 16 and 30 March 2021 - Approved
6. Matters arising from those minutes – None
7. Progress reports Councillors/Clerk – Clerk had received a question regarding the legality of holding virtual meetings following the reduction of covid restrictions. When meeting remotely until restrictions are lifted completely any major decisions will need to be ratified when the council returns to face to face meetings. The **internal auditor** has completed the accounts and will be presented at the next meeting. The **Village signs** have been repaired and are with Councillor Mack who has agreed to get them painted. Councillor Mack has also offered pay for the repairs. Clerk asked Councillors to show their appreciation to Councillor Mack. Councillors will recall the **lunch club** could not continue to have access to the kitchen used by the school due to H&S legislation. Clerk has negotiated an agreement with NORSE that the school cook will provide a two course roast lunch at the rate of £4.50 per head once a month on a Wednesday. Space has been found for the lunch club's tableware so volunteers can plate up the meals in the servery. Cook will meet with members of the club to discuss options for desserts before the end of term. Clerk also confirmed public liability insurance is not required as hirers are covered under the parish hall insurance. If councillors agree the plate warmer donated is no longer required. Mrs Ferrey will remove it. Agreed. Rev Nick Garrard sent his apologies for not attending the Annual Parish Meeting and asked that I pass on his thanks to the PC for its care for the village environment and its people during the very challenging circumstances of the past year, and best wishes for the year ahead.
8. To receive reports from the County and District Councillor Thomson – **Covid** Figures still low and easing down the route out of covid. We still need to take care, get vaccinated, use Track and trace, Covid safety -

Grants still available for business - Restart grant. **Broads safety** Ahead of this year's tourist season, the Broads Authority and partners have released a new series of videos, to help inform all boat hirers how to stay safe on the Broads. The new 'how to' boating videos are intended for new hirers and new private boat owners to watch before their visit, to help them get the most out of their time on the Broads. Hirers will be emailed a link to the videos before their holiday, to complement the safety handover they receive when they hire a boat. It is hoped that the videos will help to acquaint visitors with their boats and improve handling skills. The new recycling centre at **Harford Bridges** opens in October. You can leave your lids on your glass jars and bottles when you recycle them, just make sure you rinse them, so they do not spoil the rest of your recycling. **Say "no" to the mow this May** to help our bees, butterflies, and wildlife! Lock up your lawnmower on 1 May and let the wildflowers bloom. Norfolk's roadside verges stretch for thousands of miles and are such an integral part of the landscape that it is easy to take them for granted, yet many verges contain plant species that, although once common, are now nationally rare or scarce. To help protect them, these special sites are designated Roadside Nature Reserves under the Roadside Nature Reserve Scheme and are individually managed to benefit the plants and animals that live there. There are currently 112 Roadside Nature Reserves in Norfolk, with a combined length of almost 10 miles, and new verges are designated each year. **Improved Cycle routes** - To help encourage more people to cycle and walk in and around Norwich eight existing active travel routes have been earmarked for improvements. The ambition is to make better links for people to reach the places where they live, work and study, by bike and on foot. People are being asked for their thoughts on the proposals developed by Norfolk County Council, Broadland District Council, South Norfolk Council and Norwich City Council.

9. Public Question Time not exceeding 15 minutes – There were none
10. Finance: Approve Quarterly Statement to 31 March 2021 - Approved Budget 2021/22 the budget was included for information as councillors are considering expenditure (items 11 and 12) not allocated in the budget. Request by the hall cleaner for an increase to £12.50 per hr to be funded from the hall income. Agreed. Authorise Payments: R Hardingham £105, J Rogers £362.55, BHIB Insurance £564.95. Norfolk Playing Fields Association £20.00. Agreed
11. Flood Resilience Committee – Councillors would like to thank the members of the flood Resilience Committee for the considerable amount of they have put into researching the causes of the various types of flooding that affects the village and the detailed reports they presented to the parish council. It was agreed at the public meeting on 2 February 2021 that a summary of the information gathered would be submitted to the Norfolk Flood Alliance. Councillors agreed to include an open invitation for

members of the alliance to visit Surlingham to see for themselves the issues affecting the residents. - Agreed

12. Staithe and dyke maintenance – Councillor Atkins reported the canary grass was becoming a problem. Councillor Reeve offered to help him clear it. Councillor Reeve also noted the life belt had floated away on the high tide, a replacement is required – Action Clerk to purchase replacement.
13. Footpaths – Councillor Atkins had walked the footpath by church marsh with NCC Councillor Thomson, RSPB warden and members of NCC Trails team. NCC Trails team appreciated the path had deteriorated considerably since it was first reported and agreed to carry out repairs subject to arranging funding and the logistics of getting materials to the footpath. Councillor Broom thanks Councillor Atkins for his diligence with repairs to the footpaths.
14. To note items for inclusion on the next council agenda  
Emergency Plan, Outdoor Space, Finance; Internal Audit, Annual Governance and Accountability Return. Village Fete.
15. To confirm the date of the next meeting 15 June 2021 the meeting closed at 9:15 p.m.