

GIMINGHAM PARISH COUNCIL

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Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF

Minutes of the Ordinary Parish Council Meeting

Monday 18th September 2023 – 7.30pm @ Gimingham Village Hall

Present: Ady Phillips (Chair), Jocelyn Pike, Alan Gotts and Daniel Gotts
Others: Roy MacDonald-NNDC, Ed Maxfield-NCC and 2 members of the public

- 1. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
No apologies were necessary - all members were present.
- 2. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations**
No interests were declared or dispensations granted.
- 3. To appoint Vice-Chair of Gimingham Parish Council**
It was resolved that Daniel Gotts be appointed as Vice-Chair.
The office of acceptance was duly signed.
- 4. To approve Ordinary Parish Council Minutes - 17th July 2023**
These had been circulated and it was resolved that they be signed by the Chair.
- 5. Resolution to adjourn the meeting for public participation - NNDC and County Councillor Reports (10 minutes allowance)**
Resolved to open the meeting to the public.

Roy MacDonald, NNDC - spoke about the event he attended at the Village Hall to celebrate the refurbishment work the Trustees had completed. The matter of sewerage on the beach had been discussed at the NNDC Council Meeting and a letter was due to be forwarded.

A member of the public highlighted that the small play area had not been cut, the verge outside of the play area, a hedge needed cutting just past the bus shelter and the bins emptied at the bus shelters. A tile was off the Clubhouse. The pot holes had still not been filled as you exited Gimingham on the Trunch Road. There were questions concerning the expenditure on the legal guidance and for the costs associated with the registration of the Village Hall with the Land Registry.

The Council addressed all the matters raised however, it was pointed out that the caretaker was seriously ill and the stand in would be chased. The tile on the Clubhouse would be replaced. The expenditure for the guidance and registration of the village hall was considered by all members a necessity so that it could be completed legally and in accordance with the documentation sourced.

Ed Maxfield, NCC - the work of the County Council should resume soon. Members took Ed to task on the poor response from NCC regarding the drainage around the Slaughter Lane area; the email received from Highways was discussed at length. Ed would investigate and report back - the Clerk would send another follow up email to Highways and Duncan Baker MP. EP

Resolved to close the meeting to the public.

6. To consider the application(s) for the rental of the Clubhouse and agree rental terms/conditions

The building had been advertised as a storage unit to rent and there had been over 60 applications. The majority of applications were unsuitable due to the location of the property however, one approach had been assessed as viable. The applicant wanted to utilise the structure as a base for storing sustainable items for sale and re-distribution to the public. Eventually it was hoped that the business could support the local community with a small part time collection point/shop with selected opening times so that residents and other users could purchase products. It was anticipated that in the longer-term the Clubhouse could be connected to the water and electricity to support the small business. The guide price for this was approximately £9-10k.

The Clerk was asked to arrange a convenient time for the Council to meet with the applicant and to take the concept forward. EP

7. To consider and agree the provision of legal services for the Registration of Gimingham Village Hall in alignment with the Charity Registration Document and allocate funding.

7.1 To consider and agree costs for meeting solicitor to fully understand and receive advice/guidance on the legal implications of the documents

All members had received documents relating to the Village Hall. Members had been informed that the initial meeting with the solicitor would now be pro bono. However, if the Council decided to progress with the company this charge would be reclaimed via the costs for the registration if the solicitor were appointed by the Parish Council. It was resolved that the Clerk liaise with the solicitor and arrange a suitable meeting date. EP

7.2 To consider and agree legal costs for the registration of the Village Hall at the Land Registry

The Council had received a guide price however, after step 7.1 had been completed a fixed price for this work would be requested. EP

8. To review and consider Planning if received

23/1040	Rose Cottage, Mill St	Demolition of existing car port and erection of first floor rear ext	Approved
23/1816	Old Bens Cottage, Slaughter Rd	Conversion of outbuilding to annexe and holiday let	No comment

9. Matters Arising, monthly updates and for information only:

9.1 SAM 2 - review of statistics

The unit was being moved however, the statistics needed to be downloaded and the job re-assigned to another Councillor. Agenda

9.2 Caretaker additional jobs

Cutting small play area, verge outside of the play area, the hedge by the bus shelter and the emptying of the bins. EP

9.3 Gimingham Village sign

This matter was ongoing.

9.4 Clothes bank

The Clerk had contacted NNDC on numerous occasions for this information. As yet there had been no response; Roy MacDonald would investigate with NNDC. RM

9.5 Highways

EN1-61791-D6G5F9 - Cleaning of drains lower end	Completed in February
Pot holes Trunch Road 900223784 - with Rangers	Ed Maxfield to chase
Maintenance of village drains - emails sent to Mr Bygraves, Ed Maxfield and Duncan Baker MP with map of drains.	Agenda item 5

9.6 Review of Agricultural allotment charges

The Clerk was still waiting for a response on this matter and this would be chased again. DG

9.7 Replacement item of play equipment for children's play area

The Clerk would investigate the cost of a small see-saw. EP

9.8 Guide prices for reconnection of Clubhouse for water and electricity

The Clerk had liaised and met with the utility companies; the guide prices quoted are valid for a short period only. New quotes would need to be obtained prior to work commencing.
Anglian Water - predicted £4,224.32 plus VAT (does not include excavating and purchase of new water main pipe) - Anglian Water would not use the one in situ and would require a new pipe. The cost also included the requirement for a road closure.
Electricity - predicted cost £3,230.40 plus VAT

10. To consider and review correspondence

Duncan Baker MP - Public Meeting for speeding 29.09.23	Circulated
Cavendish Consulting - North Walsham West - Consultation	Circulated
Resignation of Colin Hart	NNDC informed
NNDC - Parish Council Engagement Forum - Zoom	Circulated
Ed Maxfield - County Councillor report	Circulated
Epic - Norfolk Marathon	Noted
PFK Littlejohn - receipt of exemption	Noted
Norfolk Police - Community Snapshot	Noted
NCC - Highway Inspection from 9 th October 2023	Noted
Gimingham Church - donation for grounds upkeep	Agenda

11. To consider Financial Matters

11.1 To consider donation to Gimingham Village Hall of £500 towards insurance costs

The Council resolved to donate £500 to the Village Hall for the cost of the insurance of the building; the cheque was raised.

11.2 To receive bank reconciliation and note receipts and review reserves

The bank reconciliation was noted together with receipts and reserves.

11.3 To agree payment schedule and approve payments

NEPC - 3 cuts	450.00
Mr Cheney	148.50
Countrystyle Recycling	27.00
HMRC	39.80
Elaine Pugh (2 months)	377.77
Secret Gardens - Stuart Clark	45.00
Steve Jackman (website)	135.00
Gimingham Village Hall (insurance)	500.00
Zurich Insurance	937.79

Resolved to pay enbloc.

12. To authorise hedge cutting at allotments and playing field

The Clerk was requested to ask the local contractor to complete this yearly work. EP

13. To authorise tree cutting at the Grove as per inspection

It was resolved that there were to be no further tree inspections at the Grove. It was resolved that the Council agree to the costs involved from the last inspection of £550. The Clerk would instruct the contractor to complete the works. EP

14. To consider and agree project for the NCC Parish Partnership Scheme

The Clerk would investigate the costs for a new bus shelter opposite the unit at the Pound/junction of the Mundesley/Southrepps Road and Trunch Road. Two options would be sought - one for a second hand unit and a new one similar to other Parishes. The Clerk would clarify with NCC if the utilisation of a second hand unit was feasible for the 50/50 scheme. EP

15. To review, consider and appoint Parish Council's insurance provider and raise cheque payment

The Clerk had sought 3 quotations for the Council's insurance as elements of the asset list had altered. The Council discussed this at length and it was resolved that the insurance be placed with Zurich for a 3 year period at a cost of £937.79p. The Clerk would liaise with Zurich on this and the cheque was signed. EP

- 16. To review the provision of grass cutting on playing field**
16.1 To consider and agree specification and tender process for 2024-2025 season together with cutting regime and ancillary areas
 The Council resolved to source 3 quotations for the provision of grass cutting. The specification was to be redrafted to cover the front part of the playing field to be cut every 10 days with a route around the top section with diagonal paths across. The reason for not cutting the top half of the playing field was to allow it to become a sustainable area for habitat and wildlife. This enabled more funds to be available to contribute for the area which is utilised by the public to keep it maintained to a higher standard.
- The Clerk would source contractors and send out the specification. EP
- 17. To consider projects to be included for the 2024-2025 Precept request**
 Bus shelter for the NCC 50/50 scheme
 Village sign
 Play area - seesaw
- 18. To Receive Reports from Councillors and items for the next Agenda**
 Additional bank signatures to include Dan Gotts and Jocelyn Pike. Agenda
- 19. To confirm date of the next Meeting**
Gimingham Ordinary Parish Council Meeting - Monday 9th October 2023 - Gimingham Village Hall @ 7.30pm

There being no further business the meeting concluded at 9pm.