

HONINGHAM PARISH COUNCIL

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Draft Minutes of the Council meeting on Wednesday 9th December 2020, 7.00pm via Zoom Video Conferencing

Cllrs present:

David Bishop – Chair (DB), Linda Human (LH), Richard Kirkham (RK), Sam Steggles (SS), Michael Eales (ME), Roger Human (RH), Tony Roberts (TR)

Cllrs absent:

None

Other:

Jordana Wheeler (Clerk), Cllr Greg Peck (GP), Cllr Peter Bulman (PB), 3 members of the public were present.

This meeting took place via video conference due to the current Coronavirus pandemic and current government guidelines.

1. Apologies for Absence
 - 1.1. All Councillors were present.
2. To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
 - 2.1. There were no declarations of interest.
3. To consider the co-option of a new Councillor
 - 3.1. The Council **RESOLVED** to co-opt Tony Roberts (TR) to the Council. TR will fill the casual vacancy until May 2023.
4. To approve and sign the minutes of the Parish Council meeting on 11th November 2020
 - 4.1. The minutes of the meeting held on 11th November 2020 were received and read by Councillors prior to the meeting. The Council **RESOLVED** to approve the minutes. The Clerk will liaise with DB to sign the minutes after the meeting.
5. To report on progress of matters arising from previous meetings – Information only
 - 5.1. The insurance policy has been updated to remove the Bowls Club. The Clerk noted the land was still covered by the insurance and only the buildings and contents element had been removed.
6. Finance - To review and approve the bank reconciliation for November 2020 and approve payments for the following:

The Council reviewed the bank reconciliation; no questions were received. The Council **RESOLVED** to approve the payments.

	Description	Payment Type/Cheque Number	Amount
6.1	Jordana Wheeler – Salary & Expenses Nov 2020	BACS	£29.80

Draft minutes until approved at the Parish Council meeting on Wednesday 10th February 2021
 Chairman Signature: _____ Date: _____

7. To agree the retention of the donation to the Parish Pump
 - 7.1. The Clerk noted that the Parish Pump had not been produced since March 2020 and was not expected to be produced until the next financial year. No costs had been incurred in producing the Parish Pump during this time. The Council **RESOLVED** to retain the budgeted £200 donation to the Parish Pump.
8. To receive an update on the costs for removing the Bowls Club
 - 8.1. The Clerk summarized the updated costs. Electricity, water and insurance accounts have been updated and remaining budgets confirmed. There is currently £1361 to be covered. Some equipment is still to be sold. After deduction of the remaining Bowls Club budgets there is £708 to cover. A final update will be given at the end of the financial year.
9. To consider and approve the Reserves Policy
 - 9.1. The Clerk summarized the policy, noting the recommendation for General Reserves to be between a range of 10-12 months equivalent of the precept. A range was opted for as this was easier to manage. Reserve amounts will be reported regularly throughout the year. The purpose of holding a General Reserve was summarized, along with a summary of previous Reserves.
 - 9.2. RK queried what would happen if the amount was less than the agreed 10-12 months. The Clerk noted the policy should be reviewed every year and this could be addressed within this review. This should be considered in line with setting the precept. If the amount of General Reserve is expected to increase above the 10-12 month range then there will be an opportunity to spend the additional money or reserve it for a named project (e.g. new play equipment). The Council **RESOLVED** to approve and adopt the Reserves Policy.
10. To approve the budget and precept for 2021-22
 - 10.1. The Clerk noted the tax base had been confirmed at 153, an increase of 1 from the previous year. Some minor amendments have been made to individual budget categories but overall, the budget remains the same as the draft budget considered in November. The precept, based on the budget, is £8790, an overall increase of 1% but for a band D property this is a 0% increase.
 - 10.2. LH queried the costs for the hire of the village hall, per year it would be approx. £100. The clerk noted the budget was £200 to allow for extra meetings which may be needed for future consultations.
 - 10.3. The Council **RESOLVED** to approve the budget for 2021-22. The Council **RESOLVED** to approve the precept for 2021-22 of £8790.
11. To receive an update on a meeting with Norfolk County Council regarding rat running
 - 11.1. DB reported on a meeting he attended with representatives from local parish councils, Norfolk County Council and local MPs. It was reported that construction on the A47 is now expected to start in 2022 and the Norwich Western Link is currently estimated to be completed 9 months after the A47 is completed. This could increase further.
 - 11.2. Norfolk County Council are looking into options for a bus service in the village which would run to the city.
 - 11.3. Overall DB felt the meeting covered issues previously discussed at other meetings and did not address directly concerns about rat running or Taverham Road. Another meeting is planned for after Christmas.

GP left the meeting at 7.30pm.

12. To discuss the latest A47 scheme map

- 12.1. Highways England issued their Winter Update on the dualling of the A47 including a revised plan for the new road. The deadline to submit comments is 6th January.
- 12.2. The closure of Berrys Lane was discussed. Councillors were concerned that with the closure of Berrys Lane vehicles will use Colton Road as a short cut to access the new Wood Lane junction. The Council wanted further clarity of the type of traffic calming measures which will be implemented. The Council's preference would be for Dereham Road to be shut off at the junction with the current A47 so there is no access to the Wood Lane junction via the village centre. Traffic calming measure ideas were considered, including chicanes, village gateways and timed access for residents only. The Clerk noted that the Council will need to continue to liaise with Norfolk County Council regarding mitigations as well. The potential for additional traffic from the proposed new garden village was also a concern.
- 12.3. The Council queried the type of security gate which would be installed by the church, but details were not known. It was assumed that it would not be height restrictive and that both the local farmer and the church would always have access. The Council requested further information on the gate from Highways England. Requests had also been made by the Council for an extension of the footpath from Richmond Close along Norwich Road to the Honingham roundabout, but this has not been included in the design.
- 12.4. Councillors want to see the footpath to the church via the underpass under the A47 be expanded to a single carriageway road. This would improve connectivity north-south of the A47 for local traffic and prevent the road to the church becoming a site for illegal encampments and fly tipping. This would also provide possible access to the church for disabled residents who may need to drive directly up to the church. DB noted the risk that this may increase rat running but Councillors felt if managed correctly, e.g. one way road or timed access for residents, that this would be avoided.
- 12.5. Concerns were expressed that there was no noise fence near St Andrews church.
- 12.6. The Council noted positives in the design including the inclusion of an underpass to the church and improvements for pedestrians and cyclists. The removal of the drainage pond by Merrywood House was also welcomed.

PB & 1 member of public left the meeting at 8.15pm.

- 12.7. Councillors were concerned about the location and impact of the construction areas. It was noted that construction traffic wouldn't go through the village and it was understood service roads would be constructed. The Clerk noted the route chosen was meant to allow for offline construction, therefore it shouldn't impact on local roads. It was felt the construction areas should be further from the village. The loss of vegetation and trees was also a concern. The construction areas are temporary and therefore it was hoped the impact on the environment would be minimal.
- 12.8. Some of the current shelter belts around Merrywood and the current A47 were discussed and whether they would be lost. It was noted that some of this was in poor condition and might benefit from some replanting.

- 12.9. Expected rat running on Taverham Road was discussed. There is frustration that neither Highways England nor Norfolk County Council have been able to come up with a workable solution. Options for closing Taverham Road were discussed, including further closures close to Merryhill, making the road one way or closing it to all traffic except residents. Concerns about Taverham Road have been dismissed by Norfolk County Council, noting the Norwich Western Link will solve any issues. However, traffic modelling indicates the opposite.
- 12.10. DB welcomed comments from a parishioner. They supported the ideas around timed access. They were disappointed at the limited time given to respond to the updated plan and that local residents who are directly impacted were not being directly consulted. Traffic modelling showing increases of traffic on Taverham Road also appeared to not be taken into consideration. Other concerns included the long-term impacts on the farmland from the construction areas. The resident thanked the Council for representing the village and its residents.
- 12.11. **ACTION** – Clerk to draft letter based on discussion and share with Councillors for final approval. Clerk to include concerns raised by residents.

13. Correspondance

- 13.1. Norfolk County Council's Covid Winter Support Scheme
The scheme offers support to residents who may need additional support as they are suffering hardship (such as with finances or food) during the pandemic. Further information is available on the Council website.

14. Opportunity for public participation

- 14.1. There were no comments from the public.
- 14.2. DB wished everyone a merry Christmas.

15. To confirm details of the next meeting

- 15.1. The next Parish Council meeting will take place via Zoom video conference on Wednesday 10th February 2021, 7.00pm. The press and public are welcome to attend. Please note there is currently no meeting scheduled for January. This is subject to change, please check the Council website for updates.

The meeting closed at 8.25pm.