

Minutes of the Thornham Parish Council Meeting held on Wednesday 9 December 2020 at 7.00pm Via Zoom.

Present: Cllr C Venes (Chair) Cllr A Chesterman (Vice) Cllr A Needham  
Cllr S Greef Cllr B Gulliver Cllr I Barrett

Also present: Clerk, Cllr Jamieson, Cllr Lawton & 3 Members of the Public.

The Chair went through the rules regarding running a virtual meeting and everyone to stay muted until asked to speak, if you wish to speak please raise your hand. Members of the public only allowed to speak during Parishioners time. The meeting would be more formal than usual so that the business can be achieved as effectively as possible. Cllr Venes also advised Parishioners that the meeting was being recorded to assist with the minutes if necessary.

**1. To receive and consider apologies for absence;**

Everyone Present

**2 To receive Declarations of Interest**

Cllr Needham gave a personal interest in anything concerning Thornham United Charities and PCC. Cllr Barrett gave a personal interest in anything concerning Thornham United Charities. Cllr Greef gave a personal interest in anything concerning the Neighbourhood Plan and the PCC. Cllr Gulliver concerning Neighbourhood Plan.

Cllr Venes advised that he wished to take the TVH&PF report in Public Questions time. **It was resolved for this to be undertaken in this position.**

**3. Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**

St George's Development

A Parishioner asked if it was correct that 13 more properties are due to be built on this development. Cllr Venes advised that it was for two new properties noted as sites number 9 and number 12 on the plan.

TVH&PF Ltd

Mrs Mocatta advised that she did not have much to report. She had been successful in obtaining further money of £1333.00 for the Borough Council for Covid Relief and had applied for three small other grants but had not received a response as yet. Mrs Mocatta advised that she felt that the Bowls Club were entitled to the £1333.00 and should apply.

The Trustees were hoping to have a soft opening of the hall come January. 2020 had been a difficult year for the hall and would like to thank the Parish Council especially Cllr Barrett and Cllr Venes making sure that any grants that became available were known by the Trustees. Mrs Mocatta would also like to thank Sally Cotton, Emma Bett and Adrian Siddle for all their hours of work keeping the hall ticking over on reduced hours, saving money. Mrs Mocatta would like to thank her fellow Trustees for all their hard work and the Parishioners in general for donating and helping to keep the hall going this year. Let's hope that 2021 is a better year for everyone.

Cllr Venes thanked Mrs Mocatta for her report and for all the work she achieves. The Newsletter is an excellent piece of Social Media and effectively keeps people informed and has generated a positive response eg volunteers for Covid response

#### Trees In Memory

Cllr Chesterman advised that there was a piece going around Facebook at the moment regarding the TUC Field and how nice it would be to plant a tree for Parishioners lost in 2020. Cllr Barrett advised that it is a lovely idea, but Thornham Farms still have a lease until September 2022 and the Trustees will go into consultation with the Parishioners in good time. Cllr Needham felt that it was a good idea, and he would like to see something like Holme did and felt that with planting trees there needs to be a plan and he could see no reason why the grass could be cut into a shape before the end of the lease so that a plan for tree planting could be achieved. Mrs Mocatta advised that she would help with the tree planting and wished to advise that when all the whips were planted around the hall field and the TUC field there was going to be lots of support until it came to actually happen on a wet horrid day. Mrs Mocatta advised that she had no problem in obtaining trees from the Woodland Trust and helping with the planting. Cllr Gulliver advised that when it was suggested that the TUC was made into a wildflower meadow Natural England would not allow. Cllr Gulliver advised that a member of the Neighbourhood Plan Team would be willing to seek the correct person at Natural England to seek permission.

#### **4. To Receive Councillor Reports**

##### 4.1 County Councillor – Cllr Jamieson

Cllr Venes welcomed Cllr Jamieson. Cllr Jamieson gave the following report.

Trees Cllr Jamieson advised that NCC had pledged to plant one million trees for Climate Change. Cllr Jamieson advised that these could be whips or even larger trees what ever Parishes required and was pleased to hear re Governance of the TUC and the Community Approach being taken.

No Overnight Parking Signs. Cllr Jamieson advised that he had spoken with the Highway Engineer and the new signs will need to be approved by himself and the Parish Council before being placed.

NCC Budget Cllr Jamieson advised that he had been working very hard on the Budget. Central Government have now advised that the County can add another 4.5% in core spending. When asked where the money was coming from was advised that it meant that the County could put 5% on the Council Tax.

Millennium Bus Shelter Green Cllr Jamieson advised that he had passed on the email to the Clerk and had left with her to advise the Parish Council and agreed to help further if necessary but felt it was rather better to let sleeping dogs lie.

Village Newsletter Cllr Jamieson said that he had appreciated the newsletter sent round by Mrs Mocatta and it is a great piece of work and congratulated Mrs Mocatta on producing it.

Endure Project Cllr Jamieson advised that he welcomed any response over the consultation and advised that it has been well achieved by an experienced person, Kathy Owen.

Cllr Venes thanked Cllr Jamieson for his report.

#### 4.2 Borough Councillor – Cllr Lawton.

Cllr Lawton advised that he had very little to report but only that the QEH had been approved as a COVID 19 Vaccination Hub and was part of Tranche 2 and should be getting the vaccine next week

Cllr Lawton advised that it was excellent planting new trees for the Carbon Footprint but felt that there should be a mechanism to stop large trees being removed in planning applications and it take several years for a tree to take in as much carbon as an old tree.

**It was resolved for the meeting to return to closed session.**

### 5. Minutes of Parish Council Meeting held on 11 November 2020

5.1 To consider and approve the minutes. **It was resolved to approve the minutes and for the Chair to sign as a true and accurate record when physically possible.**

5.2 Matters arising from the minutes Nothing to report.

Cllr Venes advised that he wanted to update the Council regarding the Covid and the response he received from the newsletter etc. He had received calls from twenty-three people who wanted to volunteer to help but had only received one request for help. Cllr Venes asked all Councillors if they knew anyone who would be on their own over Christmas/Boxing Day if they could give the person a call to show that someone did care. He was glad to hear that the QEH was going to be a vaccination hub as it would be far easier to take people to King's Lynn rather than Norwich.

Cllr Venes advised that he had received a complaint that he hoped would be addressed by the Rangers and asked Cllr Jamieson if it was possible to know when they would be in the village etc. Cllr Jamieson said that there was a rota, but they were not keen on people trying to give them jobs whilst on the ground. The Clerk advised that she sends round the email saying that the Rangers would be in the area. The Engineer usually visits three weeks before and check out jobs and will then signpost to the Rangers perhaps it would be a good idea if the Council asked for a meeting with the Engineer when they were on-site, this was agreed as a helpful way forward .

### 6. Neighbourhood Plan

Cllr Gulliver advised that Richard High had received a couple of the maps promised from the Borough Council and still had one more to come. The Borough Council had approved all the Green Spaces going to referendum and the plan had joined the referendum queue. Cllr Venes advised that it was good that the Borough Council were so supportive with the public green spaces and it was help and fully appreciated.

### 7. Village Matters

7.1 To receive update on Mapping of the Village. Cllr Venes advised that he was not happy regarding the unhelpful reply from Simon Walters of NCC regarding the Millennium Bus Shelter Green. Cllr Needham advised that he

felt that it was not necessary to go into a dispute with the NCC and at the end of the day if anything is wrong, they would be responsible for putting it right. Cllr Jamieson advised that he was in agreement with leaving NCC at the helm to pick up any repairs etc.

Cllr Barrett felt that he felt that the Council now needed to look at this from the other angle and start to get the grass cut on these areas and build up the evidence so in future the Parish Council will be able to register. The areas are small and not in any great danger of being put up for housing etc. Cllr Barrett felt that work needed to commence on a schedule of works for each piece of land. The Council needed to decide if they were allowing trained Volunteers with all the training/PPE etc or getting a contractor to undertake the work.

Cllr Venes felt that it was a risk to the Parish Council even though he loved to be able for Parishioners to volunteer but was the risk too great. The Clerk advised that if the volunteers were correctly training and with the correct PPE they would be covered by the Council's Insurance.

- 7.2 Possible movement of Streetlight – Update. Cllr Needham advised that himself and Cllr Chesterman had been and visited the site and there was only one place that was really suitable and that was outside a Parishioners house, but it would cover the pond area and should not be seen by the house. The owner was in agreement if unable to see and it would not affect the property. The Clerk advised that she would have to write to the householder in question and get the no objection in writing then get permission from Highways, and then obtain quote from the Streetlight Contractor for a new light column and light and then obtain a quote from UK Pownetwork to undertake the disconnection and reconnection of the new light once in place. The Clerk advised that she would require payment upfront from the household wanting the light removed from in front of their property. The Clerk advised that she would need a map with the proposed new location. **It was resolved for the Clerk to obtain a map either via it being sent and the Clerk plotting on Parish-on-line or visiting and then plotting. Obtain the necessary permission and quotes and raise an invoice.**
- 7.3 Asset Management – Update. Cllr Venes advised that this was just to log Cllr Greef latest report. Cllr Greef advised that the only item was that the Buddleia on Stocks Hill needed cutting back as it was blocking visibility coming out of Hall Lane.
- 7.4 Poppy Wreath. Cllr Greef advised that Thornham was the only Parish Council that did not lay a wreath on Remembrance Sunday and could the Parish Council purchase and lay one next year. **It was resolved for the Clerk to purchase a wreath for 2021.**
- 7.5 Village Noticeboard – Maintenance and Repair. Cllr Venes advised that the noticeboard in the centre of the village was in need of some repair. The backboard would no longer take pins and the stays are broken on the doors meaning that most of the time it is a two-person job to get anything on to the board. **It was resolved for Cllr Needham to speak with Mr J Needham**

**who made the board to see if he was prepared to provide a quote for the board repair.**

7.6 Speed Paper – Cllr Venes. Cllr Venes has written an update regarding the speed paper that he had previously written. Cllr Venes advised that his mind had been changed regarding the village being a 20mph zone and felt that it was not now correct for the village on a number of grounds one being the cost at £7,000 minimum and would be more because it would be challenged and would not be through in time for next summer and by the following summer Covid should be under control and the visitor numbers may have fallen. Cllr Venes did advise that he still believe that there was something to be achieved regarding the back roads. He was waiting a meeting with Ms Bettinson regarding soft engineering and what NCC could achieve how affective it would be and what the cost involved would be. Cllr Venes agreed to update once the meeting etc had taken place. The Clerk asked if any of the soft engineering might be covered by the Parish Partnership Scheme. Cllr Venes agreed to bear in mind when having the meeting.

## **8. Finance:**

### 8.1 Finance Chair's Report

Cllr Barrett advised that the Clerk had sent round a report which was not meant to go out to you yet but that nothing was intended to change. Currently the bank accounts stands at £42,754. At the end of the year Cllr Barrett anticipates that the balance will be around £35,000 but there are still legal fees etc to come out of this money. Cllr Barrett asked about the quotes for the Defibrillator and the repairs to the telephone box. The Clerk advised that she has quotes for the Defibrillator but one of the persons on the list to quote has refused as too busy, and two have not got back to her and she had asked someone else not on the list and they had given her a price. Cllr Needham advised that he was unable to quote at this current time but had a person in mind who might be willing to quote and he would pass the details to the Clerk.

### 8.2 Monthly Accounts for Payment.

The Clerk advised that there was only one payment which was made by Direct Debit and that was the bill for the streetlight energy from E-On Energy for £48.59. **It was resolved for this payment to be made.**

### 8.3 Money Received. The Clerk advised that no money has been received.

### 8.4 Bank Reconciliation End of November 2020. The Clerk had achieved and sent round prior to the meeting. Everything in order.

### 8.5 Bank Mandate. The Clerk advised that this had been returned as apparently Cllr Venes had changed his signature. Cllr Venes said that to his knowledge his signature had not changed but had been into the bank and had had his signature witnessed by the Nina one of the banking staff and he asked that the Clerk sent him some headed notepaper as they had requested, he sends off his new signature and advises by letter. **It was resolved for the Clerk to get some headed paper to Cllr Venes.**

### 8.6 Parish Council Records. Cllr Venes advised that nothing further can happen currently.

### 8.7 Budget Setting. This covered in the Finance Chair's report.

## 9. Governance:

To review and consider any action necessary

9.1 Training. Cllr Venes advised that he had attended the Chair's Network session and had found it useful as usual. The Clerk advised that she had attended a couple of Clerk's networking sessions and was due to attend the SLCC Christmas Training event on Friday.

## 10. Outside Agencies

10.1 To receive report from TVH&PF Ltd  
Please see public comments.

10.2 To receive report from Saxon Shore  
Cllr Venes advised that Cllr Greef, the Clerk and Himself had hosted the Saxon Shore meeting this month. Cllr Venes advised that the Chair at Brancaster was taking up regarding second homes/rented accommodation and business rates etc. Cllr Venes asked that this be put on the next agenda.

## 11. Planning Applications and Determinations:

Applications:

04/01501/NMA\_1 | NON-MATERIAL AMENDMENT TO PLANNING PERMISSION  
04/01501/F: Construction of 13 houses | Street Record St Georges Court Thornham

The Clerk advised that the Parish Council do not usually get to consult on Non-Material Amendments. **It was resolved for the Clerk to advise the Borough Council regarding a Highway Traffic Management Plan would be needed for any work to be undertaken and it would be advisable to use Staithe Lane as opposed to Ship Lane.**

20/01875/F Application for Rear two storey and single storey extension addition of dormers at Tucks Close, High Street, Thornham **It was resolved to recommend approval but a note to be added that it would be necessary for a Traffic Management Plan to be put in place due to parking near the bend and lights would be needed.**

Determinations:

20/00871/F Demolition of existing dwelling and construction of 3 replacement dwellings Quavers, High Street Thornham - **Granted**

## 12 Highways

12.1 Cllr Chesterman advised that the verge regarding the extension work in Castle Cottages had caused the grass verge to be driven over and destroyed. **It was resolved for the Clerk to advised NCC.**

Cllr Chesterman advised that the Grit Box may need more sand and salt by now. **It was resolved for the Clerk to advised NCC.**

The Clerk asked if someone could get a photograph of the trees overhanging the pavements in Ploughman's Piece as the Highway Engineer could not find.

Cllr Needham asked when the Church Street pavements would be achieved. The Clerk advised that this was down to the Borough Council. Cllr Lawton agreed to report to the Borough Council and ask when this would be achieved.

**13. GDPR**

The Clerk had sent round previous, but Cllr Venes felt that another piece should be included regarding a working party being formed to help regarding annual review. **It was resolved for the Clerk to add and to re-circulate.**

**14. Speed Limit**

This was covered until 7.6

**15. Health and Safety**

18.1 Grasscutting. This item was covered under 7.1

**16. Correspondence:**

None Received

**17. Items For Next Agenda**

Budget for 21/22

Precept for 21/22

**18. Date, and Place of next meeting.**

Parish Council Meeting Wednesday 13 January 2021 Virtually via Zoom.

Cllr Venes advised that the Exclusion of Press and Public was not necessary and gave the following report.

**19 Shore Road**

I can confirm that both Judges have published their findings and initial award of costs. It would seem that TPC have received a successful outcome but we feel that this has not been properly reflected in the costs awarded to us. After consulting with our solicitors and barrister, we have been advised to, and have therefore, decided to ask both Judges to review the cost awards so as to more accurately reflect TPC's position. This process is now underway, and we expect a final outcome during next year.

With no further business the meeting closed at 21.03pm

## **Action List**

### **Cllr Greef**

- Obtain a photograph of Ploughman's Piece tree overgrowth for the Clerk.

### **Cllr Needham/Chesterman**

- Speak with Mr J Needham re Noticeboard repairs
- Get contact details re telephone box repair to the Clerk

### **Clerk**

- Obtain quotes to repair telephone box for defibrillator.
- Process regarding re-placement of Streetlight
- Amend GDPR Policy and re-circulate
- Make Payments
- Planning Comments
- Get headed paper to Cllr Venes re mandate
- Report Castle Cottage Verge and Grit Bin to NCC Highways
- Make sure items for the next agenda go on the agenda.