

Minutes of the Thornham Parish Council Meeting held on Wednesday 14 July 2021 at 7.00pm at Thornham Village Hall

Present: Cllr C Venes (Chair) Cllr A Chesterman (Vice) Cllr A Needham
Cllr S Greef

Also present: Clerk, Cllr Lawton & 5 Members of the Public.

1. **To receive and consider apologies for absence:**
It was resolved to accept apologies from Cllr I Barrett & Cllr Gulliver.
2. **To receive Declarations of Interest**
Cllr Needham gave a personal interest in anything concerning Thornham United Charities and PCC. Cllr Greef gave a personal interest in anything concerning the Neighbourhood Plan and the PCC.
3. **Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**

Trees/Hedges

A Parishioner asked if the Clerk had written to the owners of the two properties. The Clerk advised that she had. Cllr Greef advised that one had been actioned.

Water Damage

A Parishioner advised that the side of her house was being damaged due to the non-drainage of water. The Parishioner asked if the drainage grid could be extended to include in front of her property so that after rainfall a puddle did not appear and every car going through sprayed up her wall. **It was resolved for the Clerk to advise Highways of this situation again.**

Fen Path

A Parishioner report that this was now not passable with the nettles. **It was resolved for the Clerk to report to Cllr Jamieson as he was in contact with the NCC Trial Team.**

Brancaster Parish Council

A Parishioner advised that they were currently still meeting virtually. Cllr Lawton advised that it was not an official meeting. The Clerk advised that if they have awarded delegated powers to the Clerk, they can have a virtual meeting and agree on items, which then the Clerk is legally allowed to take forward.

Dangerous Walking- Permissive Path

A Parishioner advised that she had tried to advise several young girls walking/jogging in the road regarding using the permissive path. This is just an accident waiting to happen. **It was resolved for Cllr Venes to take up with Cllr Jamieson, TUC, and TVH&PF Ltd about clearing around signage and is it necessary to put signage elsewhere.**

4. **To Receive Councillor Reports**

4.1 County Councillor – Cllr Jamieson

Cllr Venes advised that apologies had been received from Cllr Jamieson as he had a clash in meetings.

- 4.2 Borough Councillor – Cllr Lawton.
Cllr Lawton advised it was all change at the Borough Council with a new Leader and Deputy Leader and the direction is unclear currently and had nothing to report.

Electoral Roll – Second Homeowners

Cllr Venes asked Cllr Lawton if he knew anything regarding second homeowners and being able to vote at a local elections/referendum etc. Cllr Venes advised that he had been asked by a second homeowner if they could vote in the Neighbourhood Plan Referendum as they were currently not on the electoral roll. Cllr Venes rang the Electoral Registration Team at the Borough Council who were very helpful and said that they had adopted the guidance given in the High Court ruling. This suggests that an aggregated three month period of residency during the year was a reasonable requirement to make for being listed on the electoral roll. Cllr Lawton advised that he had not come across, but he knew that there had been problems with second homeowners obtaining car park passes even though they paid their council tax etc like everyone else.

Cllr Venes thanked Cllr Lawton for his ongoing help and support.

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

5. Minutes of Annual Parish Council Meeting held on 9 June 2021

- 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.**
- 5.2 Matters arising from the minutes:
Nothing to report everything on the agenda.

6. Finance:

To review and consider any action necessary.

- 6.1 Finance Chair's Report. - Cllr Chesterman advised that the bank accounts were currently healthy but to bear in mind that an invoice for legal fees would be arriving soon. The first quarter bank audit was now due. The Clerk advised that it was ready and would arrange to get the folder to Cllr Barrett or Cllr Chesterman within the coming week.
- 6.2 Village Grant TVH&PF Ltd and PCC - Cllr Venes advised that the Grant Forms had been checked and asked that these payments be made. **It was resolved for the Clerk to add to this month's payment list.**
- 6.3 Monthly Accounts for Payment. The Clerk had sent round a payment list with the agenda and read out all the payments. **It was resolved for these payments to be made.**
- 6.4 Money Received. The Clerk advised that monies had been received for the movement of the streetlight.
- 6.5 Bank Rec June 2021 Cllr Venes advised that this had been circulated with the agenda. **It was resolved that this balanced and everything in order.**
- 6.6 To sign off Clerk's hours for April – June. The Clerk had advised that she was happy for a flat week payment to be made. This was agreed by email protocol and the wages undertaken. **It was resolved to ratify the email protocol regarding the Clerk's wages.**
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7. Village Matters

- 7.1 Possible movement of Streetlight. Cllr Needham advised that he had meet with the two households affected and a representative of UK Powernetwork. The representative had agreed that there was no need for a new pole, but the light could be fixed to the telegraph pole near where the new pole was due to be placed. Some vegetation needed removing but due to power cuts in the area that was necessary anyway. Cllr Needham advised that he had also spoken with the landowner, and he was happy with this suggestion. The Clerk advised that UK Powernetwork had always advised that any light that was on a telegraphs pole if needing replacing must be placed on a new steel column. The Clerk advised that she felt it was necessary to obtain agreement from UK Powernetwork in writing before agreement given. Were the Council happy to have their asset placed on a pole that they did not have owned or had control of. What if the pole had to be replaced and they refused to place the lantern back? The Council would then have to provide the pole and connection. Also, would UK Powernetwork undertake the fitting of the Lantern or would they wish our Contractor to undertake. The Clerk advised that she had also placed the order but did not know if the Contractor had a column in stock or had needed to purchase. Cllr Venes advised surely the 28 days rule applies. **It was resolved for the Clerk to write and ask UK Powernetwork to put in writing that they were happy to have the lantern on the Telegraph pole and what work would the Parish have to provide and to advise the Contractor that the new pole may not be necessary and would advise regarding any work that was needed.**
- 7.2 Statement on Shore Road. The Chair read out the following report:
I can confirm that all submissions from both parties on the Costs Appeal re the First Tier Tribunal have now been submitted, with the final paper from our Barrister being submitted on Friday 9th July. Judge Cook of the Upper Tier Tribunal will deal with this issue as a paper case and give a judgement. Our legal team are unable to advise on the timescale for this.
While I am hopeful that we are now approaching the end-game of this lengthy process I cannot guarantee that as there are other parties involved. I checked with our solicitors on 9th July, and this is the latest information to hand.
- 7.3 Bus Shelter Cllr Needham and Cllr Chesterman advised that they had looked at several bus shelters and wished to put forward the following: A bus shelter called Rettendon. A picture was circulated. Cllr Venes advised that there was talk about a light and digital display informing when the next bus would arrive etc. These need to be checked along with any groundwork etc Cllr Venes advised that he was prepared to undertake the Parish Partnership Scheme Application, but this information would be required. Councillors Needham and Chesterman to undertake a survey of residents in the immediate area of possible shelter to seek their views as required by Parish partnership grant requirements also. The Clerk advised that this should be in writing and covering any properties in 15 metres. **It was resolved for the Clerk to obtain price and installation information and for Cllr Needham and Chesterman to undertake the necessary consultation.**
- 7.4 Possible Parish Partnership Scheme. See previous item.
- 7.5 By Election for Casual vacancy on PC Cllr Venes advised that an election was called after the resignation of Cllr Bett. Twice the Borough Council have called for nominations and twice no one has put their name forward to stand. The

Parish Council are in need of another member and all this time the bill is increasing. Cllr Venes hopes that someone will stand the next time the Borough Council calls for nominations. If more than one person puts themselves forward, then a physical election will take place.

8. Planning Applications and Determinations:

Applications:

21/01181/F Application for Single Storey rear extension and alterations to dwelling at Megget Ploughman's Piece, Thornham. **It was resolved to recommend approval.**

21/01109/F Application for an Extension and alterations to dwelling Fulmar 6 Shepherds Pightle Thornham **It was resolved to recommend approval.**

21/01333/F Application Following approval of reference no. 04/01501/F, we require fenestration alterations to plot 11. at Street Record St Georges Court Thornham. **It was resolved to recommend approval**

Determinations:

21/01063/F Retrospective Application for rebuilding of Boathouse, Marsh House, The Green, Thornham - **Granted**

Cllr Venes advised that he had written after the last meeting to Alan Gomm, Director of Planning at the Borough Council and he had set up a meeting with Stuart Ashworth and Hannah Wood-Handy to go through our concerns. This was held via Teams and was very useful and explained regarding retrospective and non-material amendments and the restraints that the Borough Council have to work to.

9. Neighbourhood Plan

The Chair advised that the date of the 22 July 2021 had been set for the Neighbourhood Plan referendum.

10. Governance:

The Clerk reported that there were several training webinars jointly achieved between Suffolk Association of Local Council and Norfolk which were good value covering all subjects, planning, introductions, mental health etc.

11 Outside Agencies

11.1 To receive report from TVH&PF Ltd

Cllr Venes advised that no one was present this evening and to remind everyone that their AGM will take place in the hall tomorrow 15 July at 1.30pm start.

11.2 Big Tent

Cllr Venes advised that this was due to take place on Saturday.

12. Health and Safety and GDPR Updates – if any

The Health and Safety Policy are due for renewal later in the year. The Clerk advised that Cllr Barrett would look to have a meeting with the Safety Consultant in September/October.

- 12.1 Village Asset Check Cllr Venes advised that Cllr Greef had sent round thorough checks of all the Parish Council's assets. There were some items to report that needed action. A streetlight was not working. The Clerk advised that she had already reported. Cllr Greef to check when this has been achieved. The vegetation around the Bus Stop needed cutting back. Cllr Greef advised that this had now been achieved. Broken windows in the telephone box at the top of Green Lane. **It was resolved for the Clerk to formally write to the Community Heartbeat Trust and ask that they undertake.** The last item is the Defibrillator battery is out of date, it is still functional. **It was resolved for the Clerk to order a new battery.**

13 Highways

- 13.1 To Note Traffic Order from NCC Legal officer re Staithe Lane. Cllr Venes advised that he was still having problem getting the message out that it was nothing to do with the Parish Council and the Parish Council did not ask for the road to be closed. The NCC Highways officer has now met with a contractor and is hopeful that the work will be undertaken in the autumn. **It was resolved for the Clerk to place the legal notice on the website.**

Cllr Needham advised that the Harbour had no feeling lately and it was a shame it would be closed for the Summer Holidays but appreciated that it was out of Parish control. Cllr Needham advised that he was concerned that the bollards to stop campervan using the carpark which were put in place by the Norfolk Wildlife Trust were so narrow most cars could not easily fit through the gap. **It was resolved for Cllr Needham to measure the distance and check.**

Cllr Venes advised that the road markings by the Orange Tree and the Bus Stop should be undertaken in the next three months. Cllr Venes advised that NCC Highways had advised that the work in Ploughman's Piece had been achieved. Cllr Greef advised that there were still over hanging branches and the moss still on the pavement. **It was resolved for the Clerk to inform Highway Engineer that it had not been achieved.**

14. Queen Elizabeth Hospital

- 14.1 To debate draft resolution supporting new build. Cllr Venes had worked on the following motion which had been sent round to everyone for comment.

Thornham Parish Council fully supports the action and policy of King's Lynn & West Norfolk Borough Council in seeking to persuade the Secretary of State for Health and the government to recognise the critical state of the physical accommodation at QEH, our local hospital, and to find full funding for a new build replacement hospital in the shortest possible time-scale.

The community of Thornham recognises the value and importance to both its own community and the wider area of West Norfolk that QEH has served for forty years. This is a largely rural, often sparse rural area. Its catchment area is some 1500 square kilometres and has a population of 331,000 people and rising.

Access to other Norfolk or Lincolnshire/Cambridgeshire hospitals is extremely difficult and without private transport often impossible. The demography of the area also demonstrates the need for a full range of hospital services locally provided.

We urge the various elements of government to accept the urgency of the current situation at QEH and bring re-assurance to the people of West Norfolk that their future healthcare is indeed in safe hands.

It was resolved for the motion to be carried and for the Clerk to put on headed paper and and copied to the Secretary of State for Health, the Prime Minister, the constituency MP and Cllr Dark Borough Council Leader.’. Cllr Lawton asked if the King’s Lynn Trades Council could also receive a copy as they were working hard on this issue. This was unanimously agreed. **It was resolved for King’s Lynn Trades Council to receive also.**

15. Adoption of Defibrillator. It was resolved for the Parish Council to formally take over the maintenance of the defibrillator and for the Clerk to add to the asset register.

16. Correspondence:

Bus Service

Cllr Venes advised that he had been spoken to at the Village Cinema event by a Parishioner regarding getting support for Lynx to put on a greater service in the area and would the Parish Council support. An e-mail from the director of Lynx confirmed that their current priority was to ensure that bus stops along the A149 route were kept clear of parked vehicles which inhibit the service. Work on additional bus stops along the route might follow later. Cllr Venes thought Council would be likely to take a supportive view of improved service provision.

Burnham Market Car Scheme

Cllr Venes read out their latest update. **It was resolved to pay them their £300 grant and for it to be added to tonight’s payment list.**

Independent Remuneration Panel Members’ Allowances Questionnaire 2021

Cllr Venes advised that this had been received via email yesterday. Cllr Venes asked the Council the necessary questions and noted the response. **It was resolved for Cllr Venes to fill in on the form and return.**

17 Items For Next Agenda

Bus Shelter
Flooding Emergency Plan
De-Fib
Queen Platinum Jubilee
1st Quarter accounts

16. Date, and Place of next meeting.

Parish Council Meeting **Wednesday 8 September 2021** at 7.00pm At the Village Hall.

With no further business the meeting closed at 21.02pm

Action List

Cllr Venes

- Speak with Cllr Jamieson, TVH and TUC re permissive path signage.
- Fill in the Independent Remuneration Panel Members' Allowance Questionnaire and return to the Borough Council.

Cllr Chesterman

- Undertake consultation regarding the Bus Shelter.

Cllr Needham

- Undertake consultation regarding the Bus Shelter.

Clerk

- Advise NCC Highway re Trees Cottage/Ploughman's Piece
- Advise Cllr Jamieson re Fen Path
- Add all three grants to the payment list
- Make Payments
- Write to UK Powernetwork re Streetlight move
- Speak with Streetlight Contractor re Streetlight move.
- Obtain price for bus shelter
- Write to Community Heartbeat Trust re Telephone Box
- Put Staithe Lane Legal Notice on the Website
- Send QEH Motion out
- Order Defibrillator Battery
- Put Defibrillator on Asset Register.
- Make Payments
- Planning Comments
- Make sure items for the next agenda go on the agenda.

Thornham Parish Council

Expenditure transactions - payments approval list

Start of

year 01/04/21.

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque
12	B/T 14.07.21- 12	£197.80	£0.00	£197.80	30/06/21	Glynis Allen - Locum Clerking	£197.80
15	B/T 14.07.21- 15	£269.70	£44.95	£224.75	01/07/21	K & M Lighting Services - Annual Streetlight Maintenance Contract	£269.70
22	DD 12.07.21- 22	£48.59	£2.31	£46.28	02/07/21	E-OnEnergy - Electricity for Streetlights	£48.59
13	B/T 14.07.21- 13	£224.60	£0.00	£224.60	05/07/21	HMRC - PAYE - April to June	£224.60
16	B/T 14.07.21- 16	£220.00	£0.00	£220.00	06/07/21	L A English Contractors - To cut the grass on the following areas within the village 17 times a year: Parish Signs at both ends of the village, Corner of Church Street and the Green, Ship Lane and Church Street Junction, Hall Land and High Street Junction and the Millennium Bus Shelter Green. There will be additional works. e.g., pruning bushes and trees. and these will be agreed with the Clerk. This is on an annual renewal. by agreement of both parties	£220.00
14	B/T 14.07.21- 14	£899.36	£0.00	£899.36	14/07/21	Sarah Bristow - Wages April to June	£899.36
17	B/T 14.07.21- 17	£300.00	£0.00	£300.00	14/07/21	Burnham Market Community Car Scheme - Donation	£300.00
18	B/T 14.07.21- 18	£2,750.00	£0.00	£2,750.00	14/07/21	TVH&PF Ltd - Grant	£2,750.00
19	B/T 14.07.21- 19	£2,750.00	£0.00	£2,750.00	14/07/21	Thornham PCC - Grasscutting Grant	£2,750.00
21	B/T 16.07.21- 21	£276.00	£46.00	£230.00	16/07/21	Defib Outlet - G3 Battery for De-Fib	£276.00
Total		£7,936.05	£93.26	£7,842.79			

Signature
Date

Signature