

Minutes of Rackheath Community Council (RCC)

Meeting held on 15th January 2024 at 7pm at The Pavilion

Councillors in attendance: Pippa Nurse (Chairman), Fran Whymark (Minute Taker), Steve Nurse, Brian Gardner, Nicola Kerr, Julie Hunt and Sharon McKim

Staff: Gareth Duffin, Projects and Events Officer

Public: No members of public were in attendance.

1. **To consider and approve any apologies for absence.** No apologies.
2. **To receive declarations of interest and consider dispensations for items on the agenda.**
No declarations of interest.

3. **To adjourn the meeting for public participation and receive reports from the District & County Councillors.**

Fran gave an update from Norfolk County Council (NCC). All residents can now dispose of small amounts of DIY waste at Recycling Centres. You can bring a maximum 100 litres (must fit into 2 x 50l bags) for free or one single item (maximum size of 200cm x 70cm x 75cm). Each household is allowed four free visits with DIY waste every four weeks. Anything beyond this will still be charged at normal rates. From 1 February 2024 all Norfolk residents who hold a disabled concessionary travel pass will be eligible for free bus travel 24 hours a day, seven days a week when travelling within the county.

4. **To agree and approve minutes of extraordinary meeting of 11 December 2023 & Council meeting of 18 December 2023**

The minutes of the RCC Meeting held on 18th December 2024 were agreed as a true record (subject to update of Wymark to Whymark) and signed by the Chairman.

5. **To report progress on items not on the agenda from the last meeting (Clerk's Report)**

- a. The payment for the defibrillators from Fran's Broadland District Council (BDC) grant is still awaited. Fran to chase BDC to see if payment has been made.
- b. Wave 4B, Nicola will attend to represent RCC. Fran will attend as County and District Councillor.

6. **Pavilion / Stracey Park**

- a. Review and agree hedge management at Stracey Sports Park - Agreed to leave newly planted trees in situ and top/trim existing hedge from the roadside. Any further works will be preceded by liaison with James (Salhouse Nursery) as to the best way forward to protect new and existing trees on Stracey Sports Park.

7. **Update on Neighbourhood Plan Review**

There had been a workshop today for the Neighbourhood Plan Review. There had been a good attendance and we walked the village with the consultants, Rachel Leggett and Andrea Long. Disappointment was voiced that some policies in the existing plan (i.e. no three storey buildings) had not been adhered to. It will be difficult to turn the review around quickly but this is the aim. Discussions will take place with AECOM and further meetings were agreed with Andrea. It was agreed that further funding requests from BDC would be held in abeyance until 2024/25.

8. **Update on Existing Projects.** Gareth gave an update on projects.
- a. **Newman Road Woods & The Liberator Strip.** Agreed that Gareth will seek further clarification about what should be within the red line area which will be passed to RCC. Questions raised about the visibility splay at corner of Long's Crescent and Newman Road. Also, if the boundaries at the rear of the industrial units is correct. Gareth to check Land Registry.
 - b. **Chipping removed hedge at Jubilee Park – review and agree quote.** Recommended quote for £500 +VAT was unanimously agreed.
 - c. **Footpath / Tree issue at Jubilee Park.** It was considered whether we should repair the path and remove silver birches along path and possibly the cherry tree on school side, to ensure no further damage to the path. Gareth will look at options for mature replacement trees if we agree to remove existing. It was agreed that the silver birch (by the school gate in the tree belt) would be removed in line with quote of £350 +VAT.
 - d. **Tree works by Village Sign.** Gareth to contact Darleen and go ahead with trimming trees outside the church – quoted £325 +VAT. **All agreed.** Gareth will also discuss planting a permanent Christmas tree in the grounds (£500 in budget for 2024/25).
 - e. **Pavilion Hall Flooring Upgrade.** Awaiting another quote.
 - f. **Lighting at Jubilee Park.** No update
 - g. **Pavilion Upgrades.** It was agreed to prioritise internal works at the Pavilion.
 - h. **Pride in Place - Grant Application.** The grant application will help finance fireworks, Rackheath Live, Pathfinders and encouraging volunteering.
 - i. **Pavilion Car Park & Drainage.** Gareth will get another quote and investigate if we need a different type of gravel.

9. **Planning Matters (Planning Applications).** There were no planning applications.

10. Accounts

- a. **To approve the payments for January 2024.** Payments approved unanimously.
- b. **To note the monthly bank reconciliation to 29 December 2023.** Noted.
- c. **To note the receipts for December 2023.** Noted
- d. **Review of Form of Delegation Policy.** No changes made to review.
- e. **Review Bad Debt Policy.** Agreed.
- f. **To review and approve subscription to NALC services at £160 +VAT.** Subscription agreed, to be reviewed in 12 months.

11. **To receive correspondence and agree on response.** Correspondence noted.

Exclusion of press and public.

12. **Clerk & Responsible Financial Officer appointment** - Offer to be made to successful candidate.

The meeting ended at 20.40