

INGWORTH PARISH COUNCIL

Clerk to the Council: Colin Studholme, Hall Farm Barns, Aylsham Road, Saxthorpe, NR11 7DD
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Minutes of the Meeting of Ingworth Parish Council held on Thursday 22nd February 2024 at 7:00pm, in the Reading Room, Ingworth

Present: Gill Chambers, Belinda Northey, Ian Sims, Tracey Yardley

0 members of the public

In attendance: Colin Studholme (Clerk)

24/01. Apologies for absence – apologies were received from Annmarie Gibbons and John Toye.

24/02. Declarations of Interest – None.

24/03. To agree the minutes of the Parish Council meeting held on Thursday 16th November 2023 – The minutes of the meeting on Thursday 16th November 2023 were approved and signed.

24/04. Matters arising, not covered on the agenda.

(a) Blickling Half Marathon

The event had taken place on 4th February without any disruption to access to and from the village. The arrangements agreed with the organiser had been implemented. It was thought that a further event was planned for October and the same arrangements would need to be implemented,

24/05. To consider reports from District and County Councillors
None.

24/06. Open Forum for public participation
None present.

24/07. To consider items referred from previous meeting.
None.

24/08. Updates and discussion on Standing Items

- (a) Reading Room – the NT had arranged an asbestos survey of the Reading Room and no issues of concern were identified.
- (b) Playground – Mrs Chambers had obtained quotes for a new “springy rabbit” for the playground and was to arrange a site visit with the supplier. It was agreed in principle to purchase the item, along with a single goal post if one was available. The Parish Council has sufficient funds to purchase the new equipment. However, it was decided to apply for a grant in the first instance and, if successful with the grant application, purchase the items using grant funding.

- (c) Village Green – nothing to report.
- (d) Highway Issues/SAM2 – it had been noted that there had been an increase in traffic through the village during the period when temporary traffic lights were present on the A140. Since the temporary lights have been removed a reduced speed limit has been put in place on the A140 as it passes the new Vattenfall compound. This has led to the unexpected slowing of traffic which was considered a potential accident risk. Speeding is still an issue in the village. Mr Sims and Mrs Northey were to download the data from the SAM 2. It would be possible to compare traffic volume and speed with previous years to identify trends in use and speed.
A recent funeral service at the church had been very well attended but had resulted in many cars parked in the village, some blocking entrances to properties. It was noted, however, that this was a rare event.
Flooding on the Banningham Road just before its junction with the A140 was a regular problem. The Clerk was to contact the farmer to see if anything could be done to reduce run-off from the adjoining fields.
- (e) Windfarm Projects – the previously postponed Vattenfall public “drop in” meeting had taken place on 15th February. Both Mrs Yardley and the Clerk had attended and learnt about current work in progress and the proposed timescale. The parish council will be kept informed about activity through a regular Vattenfall newsletter. A Community Fund was to open soon to which parish councils would be able to apply for funding for community projects.
- (f) Mr Sims advised the meeting that at the Christmas Carol Service that was held in St Lawrence Church, he had been given the opportunity to address the congregation to raise awareness of the work that the Friends of St Lawrence Church was doing and that he recruited a number of new helpers. The overwhelming response feeling of the congregation was that they wanted to see the church preserved for the future. He also advised the meeting that two grant applications had been made on behalf of the Friends of St Lawrence Church, one to the Norwich Churches Trust and one to the Round Tower Church Society, and that a meeting was held at the church, attended by the Secretary of the Norfolk Churches Trust, Mrs Northey and himself, to discuss the grant application, the result of which would be made known on 14 March 2024. A meeting was also held between Mr Sims and the Diocese of Norwich Historic Building Support Officer to seek assistance to have the church included in the Historic Buildings At Risk Register. He was later advised that in the opinion of the diocese, the church was not yet "at risk" but that it was looking "vulnerable".
- (g) Website – the Clerk had received some training on how to update the website and some changes had been made. The out-of-date policies will be replaced on the website as they are updated. It was agreed that some photos of the village would enhance the website and members were to look out for photo opportunities around the village.
- (h) No direct liaison since the last meeting but NT had been carrying out a lot of tree planting.

24/09. Correspondence, Reports and External Meetings – The Clerk had received correspondence from the National Valuation Office (who are responsible for valuing properties for business rates) requesting information about the nature of the agreement and rent which the parish council has with the National Trust. Councillors were not aware of any formal agreement and rent is not paid. The Clerk had contacted the National Trust to ask if they can shed any light on the matter. Mrs Northey thought that a condition of the estate

being given to the National Trust by the previous owner was that the Reading Room was made available to the local community. The Clerk would await a response from the National Trust and then reply to the Valuation Office.

24/10. Policies – Freedom of Information Publication Scheme/Complaints Procedure

The Clerk advised that the Freedom of Information Policy and the Complaints Procedure had been updated. Both documents were approved. It was agreed that the Chairman and Clerk would jointly review and update all of the documents that are included in the Parish Council "Policies and Documents" section on the website.

24/11. Finance Report

- (a) Cashbook and Bank Reconciliation – The Clerk had inadvertently circulated an out-of-date version of the cashbook prior to the meeting but did bring the correct document to the meeting which was noted and signed. The Clerk was to circulate the correct version by email. It was agreed that the current layout of the accounts was becoming difficult to read when printed and a different format was to be used for the next financial year.
- (b) Schedule of Payments for Authorisation - The schedules of payments for authorisation for December to February were approved and signed. These only included the Clerk's salary as there was no other expenditure since the last meeting.
- (c) Update on the Appeal to HMRC _ The refund had not yet been received and the Clerk had posted a message via the HMRC website requesting the refund.

24/12. Planning Applications – none. The Chairman thanked Mrs Yardley for attending the NNDC planning meeting.

24/13. Date of Next Meeting – **Next Parish Council meeting: THURSDAY 23rd MAY 2024** at 7.00 pm in the Reading Room.

The ANNUAL PARISH MEETING was to be held on FRIDAY 24th MAY at 6.30pm in the Church. Refreshments would be provided and a theme was to be agreed.

24/14. There being no other business the meeting closed at 8.30pm

Signed by:

(Chair)

Date:

*Colin Studholme
Clerk to the Council
23rd February 2024*