

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 29th August 2024 at 7:00pm, in the Reading Room, Ingworth

Present: Belinda Northey, Ian Sims, Tracey Yardley, Annmarie Gibbons

In attendance: Colin Studholme (Clerk)

24/32. Apologies for absence – None.

24/33. Declarations of Interest – Ian Sims, Belinda Northey: Friends of Ingworth Church.

24/34. To agree the minutes of the Parish Council meeting held on Thursday 23rd May 2024 –
The minutes of the meeting on Thursday 23rd May 2024 were approved and signed.

24/35. Matters arising, not covered on the agenda.

- (a) Replacement Councillors – A few local residents had been approached to see if they wanted to stand as a councillor. No one had agreed to date although there had been some interest which would be followed up. The Clerk was to clarify the procedure regarding the need for an election to be called.
- (b) Report on Annual Parish Meeting – the event held on 24th May had been well attended and well received by those present. The Chairman and the Clerk had reported on the work of the Parish Council over the preceding year and the Chairman also updated those present on funding raising for the church repairs. After the formal business had finished parishioners stayed for an informal social event. There had been a suggestion that more such social events should be held in the village. After discussion, it was agreed that an event should be held at Christmas and a tree (donated by Mrs Sims) should be set up on the village green. He was to investigate the cost of solar-powered Christmas tree lights.
- (c) Garden waste bin for the Church – the scheme run by NNDC was over-subscribed and no new bins were currently being issued. NNDC's website was to be checked periodically to see when new bins would be available.

24/36. To consider reports from District and County Councillors

None. The Clerk was to inform the Councillors of the date of the next meeting.

24/37. Open Forum for public participation

None present.

24/38. To consider items referred from previous meeting.

- a) Ingworth Road Bridge safety – the Chairman had contacted Norfolk County Council regarding the frequency of inspections of the bridge and had received the following response: *The structure is monitored every 6 months. The last General Inspection was carried out on 14 September 2023 and it's due a Principal Inspection next year in 2025/26, ideally 2 years after the General Inspection, which would be in September*

2025.

24/39. Updates and discussion on Standing Items

- (a) Reading Room – the NT had asked if they could occasionally use the Reading Room, and this was agreed. The Chairman was to pass on details of keyholders.
- (b) Playground – Mrs Gibbons had obtained quotes for a replacement “Sit-In Springer” and a goalpost for the playground. Total cost ex Vat would be £2817. Mrs Northey proposed that the Council should go ahead with the purchase and this was seconded by Mr Sims. The Clerk was to place the order and Mrs Gibbons was to be the on-site contact for when the equipment was ready for installation.
- (c) Village Green – In response to an enquiry from Mrs Gibbons, the Clerk confirmed that there were sufficient funds available for any additional grass cutting required this year. It was agreed that the Council should purchase some spring bulbs for planting this autumn on the Village Green. Mrs Northey had circulated an RHS leaflet which gave examples. The mix was also to include some summer flowering bulbs if they did not get in the way of the summer grass cutting. The Clerk was to draw up a planting proposal and circulate it to Councillors. The Clerk was also to contact the owners of The Mill to see if they would be agreeable to the Council planting bulbs in their verge opposite the Village Green.
- (d) Highway Issues/SAM – speeding and overweight lorries was an on-going problem and it was agreed that the ideal solution would be a 20-mph speed limit through the village. The Clerk was to contact Norfolk County Council to ascertain the criteria for introducing speed restrictions. The Chairman and Mrs Northey were also to try to download data from the SAM which would likely be needed as evidence.
- (e) Windfarm Projects – Vattenfall had now been taken over by a new company – RWE. They were proposing another round of drop-in meetings to update residents on progress and to allow residents to ask questions. The Clerk was to circulate the latest update from RWE. The Chairman was to contact Murphys to get an update on the road crossing.
- (f) Friends of Ingworth Church – The Chairman updated Councillors on the proposal to replace the ladder in the church leading to the organ with a new set of stairs. He presented the plan to the meeting. Fund raising for the project (which was separate from the roof repairs funding) was to start soon. The Clerk reported that RWE were to open a community fund by the end of the year which might be a source of funding for the project.
- (g) Website – The Clerk had attended a training course with NALC and was now able to update the website fully. A new photo of the church had been added to the Home Page and all the documents on the website were to be checked and updated.
- (h) Liaison with National Trust – The Chairman had attended a Blickling Stakeholder meeting recently but had no specific issues to report back on.

24/40. Correspondence, Reports and External Meetings – None.

24/41. Policy Updates

The Clerk had updated the following policy papers which had been circulated to Councillors: 1. Freedom of Information Publication Scheme. 2. Co-opton Policy, 3. Complaints Procedure, 4.Data Protection Policy, 5. Privacy Statement and 6. Asset Register. The Clerk

explained that, as a very small authority, some of the content of the policies was not currently relevant to Ingworth Parish Council, but they were in place to guide action if the need arose.

24/42. Finance Report

- (a) Cashbook and Bank Reconciliation – The quarterly bank reconciliation to 30th June, along with an up-to-date copy of the cashbook (as at 16th August 2024) had been circulated and were approved and signed by the Chairman.
- (b) Schedule of Payments for Authorisation - The schedules of payments for authorisation for August were approved and signed. This covered the Clerk's salary and a reimbursement to Mrs Northey (£9.99) for the purchase of a dustpan and brush for the Reading Room.
- (c) Initial discussion of budget for 2025-26 – the Clerk reported that the Council's reserves were currently high, owing to the government grant received during covid lockdown, and that ideally some of this money should be spent. The cost of the new play equipment would be funded from reserves as would the bulb planting, and there were other suggestions including designated parking spaces for the village, new chairs for the Reading Room and outside lighting for the Reading Room/defibrillator. After discussion it was agreed that a questionnaire should be sent to all residents asking what they might like to see the money spent on. This was to be drafted and circulated to residents.

24/43. Planning Applications – none.

24/43. Items for the next meeting's agenda – Defibrillator training, budget, policies, Christmas event.

24/44. Date of Next Meeting – **Next Parish Council meeting: THURSDAY 28th November 2024** at 7.00 pm in the Reading Room.

24/45. There being no other business the meeting closed at 8.45pm

Signed by:

(Chair)

Date:

*Colin Studholme
Clerk to the Council
30th August 2024*