



WALPOLE CROSS KEYS PARISH COUNCIL



Clerk: Mrs Caroline Boyden

Chair: Nick Dyble

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MINUTES OF AN ORDINARY MEETING OF WALPOLE CROSS KEYS PARISH COUNCIL HELD ON WEDNESDAY 18th NOVEMBER 2020 FROM 7.30PM ONLINE

PRESENT: Cllr Nick Dyble (ND) Chair), Cllr Trevor Roberts (TR), Cllr G. Coates, Cllr Peter Brown (PB), Cllr Mark Day (MD), Cllr Rosie Dyble (RD), and Caroline Boyden (CB) Clerk. Cllr Sandra Squire.

One member of the public was in attendance.

Open Session for Parishioners Questions – None

1. **Welcome** – a formal welcome was given by the Chair, Cllr N Dyble.

2. **APOLOGIES FOR ABSENCE**

Cllr. G. Roberts due to IT issues and Cllr H Dobson due to illness. These were accepted and approved by the council.

3. **COUNCILLORS DECLARATIONS OF INTEREST** – Cllr R Dyble on the Planning Application at 12 Hankinsons Estate.

4. **MINUTES**

The minutes of the Ordinary Meeting on Wednesday 21st October 2020, having been previously distributed to all members, they were accepted as correct and signed. Proposed Cllr T Roberts, Seconded Cllr Brown. Unanimously accepted.

5. **MATTERS ARISING**

- a. **Village Sign update** – All agreed that the sign looked great and the price gave a saving of over £500. A big thank you was given to Cllr N Dyble for all his work and effort to get this completed.
- b. **Website Review** – All councillors were very happy with the new layout and Cllr T Roberts thought it was much more user friendly and easy to access. Clerk to advise on go live date. **ACTION CB** Cllr R Dyble was thanked for her recent photos and Cllr N Dyble advised that Walkers Garage had several old images that could be used on the website. Cllr R Dyble now has these and will scan and send to the Clerk. **ACTION RD**
- c. **School Crossing/Speed restriction** - Cllr Coates asked why the 20mph speed limit was available to other villages in the area but not to us and it should be compulsory ? Cllr Squires to make enquiries. **ACTION SS**
The manager of the school crossing contact details to be obtained and Cllr N Dyble to contact. **ACTION ND**
Cllr Squires advised that a zebra crossing would be very expensive and Cllr N Dyble thought the existing lights could be make more prominent.
- d. **50:50 Partnership** – in light of the above, there was nothing to apply for.
- e. **Market Lane Survey update** – nothing since earlier this month and Clerk and Cllr Squires to press for an urgent update with times, costs, etc. **ACTION CB/SS**

6. PLANNING MATTERS

- a. Reserved Matters – land between Bimbos Ark and 15 Station Road /2 dwellings: the drainage issues, going back over 2 previous applications, were discussed by all councillors and it was agreed to oppose this again and include the previous issues. Proposed by Cllr N Dyble and seconded by Cllr T Roberts. Unanimously accepted. Cllr N Dyble to send the Clerk the previous objection details. ACTION ND/CB
It was also raised by Cllr T Roberts and Cllr N Dyble as to what actually constitutes a non-material change/ Cllr Squire will obtain this information, but it should be on the planning portal.
- b. Single Storey extension at 12 Hankinsons Estate – it was decided that this application was within the permitted development and therefore no comment to be made.
- c. Barn Conversion to 2 homes, SE of Pochester, Bustards Lane: Discussions were held over the Screening Assessment form dated 5.11.20 as it did not mention the possible asbestos in the cladding. It was proposed that the application is supported on the understanding that this was amended on the assessment. Proposed Cllr Brown, seconded Cllr Coates, unanimously accepted.
- d. Proposed 2 storey extension at The Cottage, Station Road, Walpole St. Andrew. After consideration, it was decided to support this application.
- d. Applications still awaiting decisions are West Holm Nursery storage unit extension.
- e. Applications refused are the agricultural access at Old Farm and Pitchers Transport.

7. FINANCIAL MATTERS

To accept accounts:

- a. Financial Review for October including payments/receipts, Bank Reconciliation acceptance proposed by Cllr. N Dyble, seconded by Cllr P Brown and unanimously accepted.
- b. Draft Budget for 21/22 to be prepared prior to the December meeting and replacement bins and additional dog waste bin to be considered.
- c. The November payments for approval:

Clerk Oct Salary	£252.56
Clerk Oct expenses	£ 25.00
HMRC	£ 63.00
TA Blackamore	£561.60 (memorial garden)
Opus Energy	£ 28.17
Dyble Engineering	£324.80 (village sign)
M Day	£ 12.82 (cement for new bin)
R. Dyble	£ 16.50 (keys for noticeboards)

These were proposed for acceptance by Cllr N Dyble, seconded by Cllr M Day and unanimously accepted.

8. COUNTY AND BOROUGH COUNCILLORS REPORTS:

Cllr Sandra Squires reported as follows:

Still time to have your say on the Council budget proposals - You still have time to have your say on Norfolk County Council's budget proposals for next year. Consultation on the Council's proposed share of Council Tax and its savings proposals will take place up until 14 December 2020, at www.norfolk.gov.uk/budget.

Recruitment drive begins for Covid-19 rapid response volunteers - A recruitment drive has been launched to boost the number of volunteers who can help support Covid-related needs in their community. The Community Resilience Delivery Group, which was set up by the Norfolk Resilience Forum as part of the local response to Covid-19, is looking to recruit 200 Covid-19 Rapid Response Volunteers to further support the volunteer response across Norfolk at a local level. The three main tasks a Covid-19 Rapid Response Volunteer will carry out are:

Raising awareness - volunteers will visit local communities with key public health messages and advice on how to stay safe and how to self-isolate. This could include leaflet drops or being available and visible in a location to be asked questions.

Community contact tracing and welfare checks- volunteers will visit residents with

advice and support to those who have tested positive but who have not engaged with the contact tracing system. This will not require visits within homes and would be non-contact door step activity. Visits such as this are crucial to offer people personal and

financial support because some vulnerable people might not be aware that such help is available.

Community testing - A Covid-19 Response Volunteer will support public health colleagues to deliver tests to people's homes (non-contact) to explain how to do the test and how to register the test results. Collection of test samples and collation for onward transit will also be part of the testing activity

For more information email covid19responseteam@voluntarynorfolk.org.uk or read the full job description and sign up on the website, where other volunteering roles are also listed.

The gritters are out – On Tuesday 3 November we saw temperatures drop below zero and the county's gritting fleet set out on the first gritting run of the season. This year Norfolk's 48 strong fleet of gritting trucks features seven brand-new vehicles which are on their inaugural grit run. The winners of a competition for Norfolk schoolchildren to choose names for the seven new gritters are set to be announced next week. Each full gritting run in Norfolk sees 2,200 miles of road treated. All A and B-class roads and some C-class roads are treated with a focus on commuter and major bus routes and as far as is possible one route into all villages.

People can check which roads are on the council's gritting routes for the 2020/21 season on the map at www.norfolk.gov.uk/gritting. On the same map people can find the locations of around 1,900 grit bins in the county that are filled by the County Council and which people can use on public pavements, cycle paths and roads.

I went on one of the 1am gritting runs a couple of years ago, it was interesting to learn about the challenges they face, especially as the gritting teams also have a day job in the Highways Department. So, during cold weather are working many hours, day, and night.

Avian Influenza - Last week an Avian Influenza Prevention Zone was applied to everyone who keeps poultry or captive birds in England. The prevention zone means bird keepers across the country must follow biosecurity measures including:

Ensure the areas where birds are kept are unattractive to wild birds, for example by netting ponds, and by removing wild bird food sources;

Feed and water your birds in enclosed areas to discourage wild birds;

Minimise movement in and out of bird enclosures;

Clean and disinfect footwear and keep areas where birds live clean and tidy;

Reduce any existing contamination by cleansing and disinfecting concrete areas and fencing off wet or boggy areas; and,

Keep a close watch on birds for any signs of disease and report any very sick birds or unexplained deaths

(additional biosecurity measures apply for keepers who have more than 500 birds)

The measures have been introduced because of the recent number of confirmed cases of Avian Influenza in England. Avian Influenza is also present in Europe, and wild bird migration brings birds to the UK from areas where highly pathogenic Avian Influenza is present. Please note as of 17 November there have been no reported cases in Norfolk. Information regarding the latest situation on Avian Influenza, including full details of the Prevention Zone requirements can be found [here](#).

Please share this important message with anybody you know that keeps poultry and encourage them to register the Animal and Plant Health Agency (APHA) poultry register.

Launch of Innovation Grant Mentoring Project - A new programme is launching in Norfolk and Suffolk to help owners of small to medium sized businesses to apply for innovation grants to support their business.

On Thursday 26 November at 6pm, leaders from both county councils will launch a new grant mentoring and bid writing support scheme to help businesses in Norfolk and

Suffolk develop skills in writing stronger bids to access money from a variety of innovation grant funding and related schemes. East of England businesses have been awarded £638m of Innovate UK funding in the last 15 years. But of this total, Norfolk

and Suffolk businesses have received just £45.9m, which equates to 7.2%. These startling stats have led Norfolk & Suffolk County Councils to join forces and devise a programme to help local businesses access a significantly higher percentage of the available funding. Further information is available here.

Trusted Trader - Norfolk residents can search for local traders with more confidence as Norfolk County Council Trading Standards strengthens and expands its Norfolk Trusted Trader scheme.

A £168,898 grant has been awarded by the Norfolk Strategic Fund (NSF) in recognition of projects that support the county's economic recovery during and after Covid-19.

The new initiatives planned for members include additional advice, training and skills development to support and develop their business. This will include quarterly webinars covering topics to aid business recovery, greener business working and customer feedback.

The scheme is also developing a member panel to build member led improvement of the scheme and all Norfolk Trusted Traders members will be receiving additional advice to ensure they are using Covid-19 Secure working practices and have appropriate risk assessments in place. The funding has enabled Trading Standards to kick start the recruitment drive with a special offer for existing members and new members. Existing members have been given a six-month free additional membership to support them during Covid-19 which has been added to their current term. Whilst the first 300 new members to successfully pass the application process will receive a 50% discount on their first-year membership fees. To find a Trusted Trader or to join the scheme visit www.norfolk.gov.uk/trustedtrader

Covid-19 Weekly Update

The situation changes so rapidly, it is probably not worth putting in the current figures as by the time I have typed them, they will be out of date. Generally, what we have seen is a steep upward trend of cases in West Norfolk. None of them are major outbreaks, such as a food factory, they all seem to involve educational establishments and community transmission. Cases seem to be levelling off locally for the last few days, but they can rise very quickly, so vigilance must be maintained and to protect everyone, we all need to abide by the rules and follow guidance. Our aim is to come out of lockdown and go back in the lowest tier of restrictions, but that is conditional on what each of us does now.

The Covid Marshalls are out and about checking that businesses and shops are complying, but also outside schools where groups of parents and students congregate.

You can also report any breaches of the Covid safety rules by businesses here:
https://www.west-norfolk.gov.uk/info/20231/coronavirus/853/report_a_breach_of_covid-19_safety_rules
NCC Services: The following will continue as face-to-face services throughout the lockdown:

Social care visits and support for vulnerable people - children, families, and adults
Home care.

Schools

School crossing patrols

Household waste and recycling centres

Registration of births (registration of deaths will continue by phone)

Bus and park and ride services for key workers and school pupils

Fire and rescue services

The following will cease face-to-face services and, where appropriate, will offer some elements online: Museums, Libraries, Weddings and Adult learning.

Covid-19 in schools - Back to School - Data as of yesterday indicates that, currently, the number of schools open stands at 99.2% with the attendance rate falling to 88.3%. The lower rate of attendance reflects the rising number of education settings reporting positive Covid cases and the number of pupils and/or staff self-isolating. The number of education settings that have reported a positive Covid case is 146 (115 situations, 18 outbreaks and 13 clusters).

Norfolk Assistance Scheme: With residents who are extremely clinically vulnerable being told to stay at home unless they have a medical emergency and many people being impacted by the month-long lockdown, the NRF are working together to offer support, emergency food and other supplies in the coming weeks to those who need it. As well as the support available in accessing food, medicine, and befriending services, there is also help available for people who may be struggling financially, due to the effects of Covid-19 or otherwise.

This is through the Norfolk Assistance Scheme (NAS)

which aims to support people through difficulty by awarding funding, which can be a cash donation or used to make specific purchases. People should apply directly to the scheme online, or by calling 01603 223392 (option 5).

Please share details of the Norfolk Assistance Scheme as much as you can. It is important for people to know that help is available if needed. The scheme can help with cash, mobile phones, food, even provision of white goods.

Highways – still as ever, I have major concerns about the state of the roads and the poor state of some of the repairs. This is an ongoing battle with Highways if you have any outstanding issues, please let me know.

General – Most of the council are working at home still and will be for the foreseeable future. Generally, this is working very well but it can mean some delays in getting responses as some staff are being once again being re-deployed to Covid response. The council leader recently wrote to the Chancellor requesting that he does not forget about Norfolk and that the council needs more investment to be able to maintain services in the long term. The Independent Group at NCC have submitted a motion to the next council meeting calling for care workers to be paid the real living wage and for a better deal for travel pay and overnight care work. If Covid has taught us anything, it is that care workers are undervalued, yet have been on the front line providing continuing services and they deserve a fair deal.

Finally – I received a commendation last week from the LGA (Local Government Association) Independent Group at our AGM last week, for services to local government and the community. They only give a few of these out each year so I feel quite honoured and humbled to receive a nomination from my peers in the group. I have also been shortlisted in the Annual Councillor Achievement Awards, the awards ceremony is being held online this year on the 26th November.

9. Correspondence/Communications

a. SNN update – found to be confusing and Cllr Brown stated that this would make no difference to the home owners re house numbering application at 80 Station Road , Walpole St Andrew.

b. Census information to go on the website. ACTION CB

10. Update on SAM Cllr N Dyble will send out up to date data next week and suggested that another site should be considered on the bend of Sutton Road opposite the old pub. Highways would have to approve and Cllr N Dyble will take some photos and make available a location map to the Clerk to send to Highways. Funding from the CIL monies. ACTION ND/CB

11. CRIME AND POLICE – nothing to report

12. HIGHWAYS: Pot holes on Station Road North to the school are in bad condition and Cllr R Dyble has reported this to Highways. Clerk to also report this. ACTION CB

Cllr N Dyble advised that the markings placed by Highways for repairs had now worn away. Cllr Squire advised that once the markings were in place, repairs should take place within 2 weeks. Cllr Coates mentioned the recent road closures on the A17 had caused large lorries to use our lanes. Cllr N Dyble thought that the traffic was diverting itself via sat nav before the diversions were in place. Cllr T Roberts raised the issue with the builders vehicles on the site next to the school being dangerous and causing problems including dirty roads, lack of visibility with other traffic and delivery vehicles unloading directly over the footpath. Cllr Day advised that there are restrictions on deliveries at school times. Cllr Coates stated that they were also working on Sundays. Cllr G Roberts (via the Clerk) voiced concern on the state of the pavements where the new houses had been built on Sutton Road.

Cllr Brown advised that large lorries were causing verge issues on the road as they delivered or collected from the bed factory. Cllr Day thought that placing bollards could be helpful. The clerk advised that Images are required to send to Highways.

13. ENVIRONMENTAL ISSUES: Fly tipping has been reported by Cllr Brown. Cllr N Dyble actually witnessed the tipping and took down the vehicle registration but did think that this could be hardcore for access.

Cllr Brown advised that the ditch alongside Station Road North, close to the junction with Little Holme Road was full of polystyrene and overgrown. Cllr Coates stated that there was a 35-year contract for a Mr Carter to clear the dyke once a year and clear any drain blockages. Cllr T Roberts suggested the minutes were checked for this. ACTION CB

Cllr Day advised that more dog waste signs were required as the problem is on the increase. It was agreed to look at signage asap.

Cllr R Dyble reported that 3 white pheasants had been sighted.

14. GARDENS MAINTENANCE: All councillors were very impressed with the work completed by TA Blackamore and work had taken place on the remembrance garden.

15. REPRESENTATIVE REPORTS – nothing to report. Clerk gave website view updates for October which were down on September by almost 100 views. 97 – Home page / 91 – Welcome / 54 Agendas & Minutes / 17 – Meeting Dates / 14 – Old Photographs.

16. ITEMS FOR THE NEXT AGENDA

- Budget for 2021/22
- Replacement bins and additional dog waste bin
- Environmental issue on Little Holme Road
- School footpath / building site parking

17. DATE OF NEXT MEETING – Wednesday 16th December 2020

The meeting closed at 9.22pm