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**DRAFT**

**MINUTES OF MEETING OF BACONSTHORPE PARISH COUNCIL**

**Held on Monday 18th January 2021 at 7.30pm via Zoom**

Present: Cllr. J. Cooper [Chairman] Cllr. M. Day [Vice Chairman] Cllr. T. Benton-Worboys, Cllr. A. Galpin, Cllr. R. Youngs

In attendance: Clerk Mrs. S. Hayden

 County Councillor S. Aquarone

 District Cllr. P. Butikofer

 Mr. Callum Ringer

Due to the Chairman experiencing difficulties connecting, the Vice-Chairman chaired the meeting and opened it at 7.38pm

1. Apologies for Absence

 None

2. To receive declarations of interest in agenda items

 None

3. Minutes - To approve the minutes of the previous meeting held on 16th November 2020

 Approved – to be signed after the meeting

4. Matters Arising

 It was confirmed that the Gazebo had been repaired and the clothes bank emptied.

5. Open Session for members of the public to speak

 *(on matters connected with this Agenda – limited to two minutes per person and ten minutes at the discretion of the Chairman)*

 Mr. Callum Ringer spoke on behalf of the Bodham & Beckham Community Shop Project Committee. Bodham had lost their shop in 2014 and last September had sent out a survey to gauge support for a proposed community shop and Post Office. The results showed overwhelming support and they had also received on-line comments from Baconsthorpe in support. There had then been a meeting in the car park of the Red Hart (due to Covid restrictions) and this had resulted in the formation of a steering committee. They had met again in December. The Post Office had agreed to carry out a viability study, because the old Post Office had not been closed by Royal Mail, it was closed because the shop closed. The steering committee were asking for letters of support in an effort to get a full time Post Office opened. There was now a lockdown shop open in the Red Hart for essentials, although this was not permanent and as soon as pubs are allowed to open, it will be run solely as a pub. It was hoped to continue the shop with volunteers in that event as a temporary project. There have been ongoing discussions for a site for the shop within the garages in the centre of Bodham, which looked promising.

 A question was raised about how this would affect the mobile Post Office already operating in Baconsthorpe. Mr. Ringer replied that he had heard that the High Kelling Post Office may be changing hands and he was not sure what would happen in the future, but the steering committee would try and run an outreach service if High Kelling did not. The two Post Offices did co-exist for a number of years and with the new development in Bodham, there would be more customers in the village. The Parish Council felt they would support the proposal and the Clerk would draft a letter and circulate it for the councillor to approve.

Cllr. Cooper joined the meeting and asked Cllr. Day to continue to chair the meeting.

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6. To receive any reports from County or District Councillors

 District Councillor Butikofer reported that NNDC were getting ready to set their Budget, which would be balanced, with no cuts or loss of services. Council Tax would increase by a maximum of 3%. NNDC only receive 9.5 pence in the £1 of Council Tax and the balance goes to Norfolk County Council and the Police. At the offices, face to face appointments were being offered to those who needed them. NNDC car parks and toilets would remain open and there were still visitors, including fishermen at Weybourne and a couple who had been fined £200 for travelling and sent home. A colleague had spoken with Vattenfall and work was projected to start in 2023. Regarding Covid 19, in N. Norfolk last week there were 390/100,000. In Norfolk 529/100,000. Wells & Blakeney were 1,000/100,000 and Mundesley/Bacton/Trunch were 713/100,000. There had been a decrease in N. Walsham and Fakenham.

 Cllr. Butikofer reported that personally, Sarah had visited her parents (with permission). Her mother had contracted Covid 19 and two days later her father had also tested positive. They had both been taken into Hospital and Sarah and some members of the family had contracted Covid. Her mother had died and her father was receiving end of life care. Sarah had taken a turn for the worse but as the Hospital had no spare oxygen she had stayed at home and was now improving. She felt she wanted to speak openly about this in the hope that by doing so she may save a life.

 The Chairman offered the Parish Council’s condolences and good wishes and thanked him for taking part in the meeting at such a difficult time.

 County Councillor Aquarone had circulated a report which is annexed to these minutes. He reported that in connection with Holt Hall he was working with a group to secure outdoor learning for that site. The availability of vaccines in his circulated report is the latest positon. The last result on figures was that 29% of over 80’s had been vaccinated. The Castle Quarter Food Hall is the vaccination hub in Norwich, so it was getting here. Consideration had been given to Holt Surgery and Kelling Hospital, but they had not been large enough. However the Oxford/AstraZenica vaccine may be started very shortly. He hoped everyone would seize the opportunity to be vaccinated, but to contact him if we knew anyone who needed transport.

County Cllr Aquarone and District Cllr. Butikofer then made their apologies and left the meeting and the meeting adjourned at the Zoom 40 minutes time limit. All parish councillors re-joined the meeting. Cllr. Cooper joined at item 12.

7. Finance

7.1 To approve List of Payments. To receive Balance Sheet and report re bank reconciliation

 The List of Payments was approved and will be signed after this meeting. The balance sheet was received and Cllr. Benton-Worboys reported that he was happy with the bank reconciliation.

7.2 To appoint internal auditor for 2020-21 accounts

 The Clerk reported that Mr. J. Stibbons was willing to audit the accounts again this year. Proposed and resolved that he be appointed

8. Planning

8.1 To make observations on any applications received after the date of this Agenda

 None

8.2 To consider and make observations on *PF/20/2617 Dormer roof over front entrance and alterations to rear dormers – 65 Castle Road, Baconsthorpe, NR26 6LL –* Agreed to make no objection and no comments.

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8.3 Update on application *PF/20/1722 Single storey rear extension Meadow View, The Street*

 Approved. No condition re. paint colour.

9. Allotments – update on allotment matters

 There was still a waiting list. One tenant had been asked if they wished to give up their plot as they had considered doing so, but they had declined. Lack of vacant plots to be put on next meeting Agenda for discussion.

10 Parish Council Maintenance

 Update on bus shelter maintenance and sign

 Cllr. Youngs had dealt with the re-roofing of the bus shelter using materials he had in his yard. He was thanked for getting the work done and thereby lengthening the life of the shelter. Cllr. Cooper had fixed the sign to the bus shelter that evening. Cllr. Day would coat the bus shelter with wood preserver when the weather allowed. The bin in the shelter needed emptying and Cllr. Cooper would try and deal with that when time allowed.

11. Highways/Footpaths

 To consider any highway matters needing attention

 None

12. Correspondence

12.1 Request for letter of support from Bodham & Beckham Community Shop Project Committee

Cllr. Cooper was updated on the letter of support to be drafted and agreed that he was also in support.

12.2 Any Other Correspondence

 Correspondence had been received in connection with the proposed dog waste bin at the Castle. Cllr. Benton-Worboys suggested a site for the bin, which would be proposed to English Heritage for their approval. Photos were needed to send for site approval. Discussed.

13. Matters for Information Only or Next Agenda

 Cllr. Day to liaise with Cllr. Youngs to agree site for speed signs.

 Water pressure discussed – it was noted that the mains had been flushed, so this should not be a problem now.

 Village Hall windows – grant application being prepared

 The Play Area Safety Report would be carried out in March by David Bracey.

There being no further business the meeting closed at 8.32pm

The next meeting is on 15th March 2021