

KENNINGHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 3rd October 2023 at Kenninghall Village Hall

Present:

Mr Roy Arthurton
Mr Marcus Halmshaw (Vice Chair)
Mr Simon Mitchell
Mr Edward Wood

Mr Kevin Edwards
Miss Alison Holman (Chair)
Mr Daniel Myhill

Mrs Alison Pena (Clerk)

In attendance – 2 members of the public (“MoPs”) and District Councillor, Marion Chapman-Allen (MCA).

1. Apologies for absence: Mr Mark Barrington, Mr Gary Bell, Mrs Mandy Berry and Mr Brian Taylor.
2. **Declarations** by Councillors of any disclosable pecuniary or personal interests in any Agenda items. In the interests of transparency, Councillors may also wish to declare any other interests they have in relation to an Agenda item, which support the principles detailed within the KPC Code of Conduct. **None.**
3. **Minutes of the Meeting:** Subject to a small change the minutes of the Meeting of 4th September 2023 were proposed by Mr Mitchell seconded by Mr Myhill and all in agreement.
4. **Matters Arising:**
 - (a) **Allotments** – Cozen Hardy LLP have been appointed to represent KPC as agreed at the last meeting and subject to ID checks are now reviewing the draft lease from the agent’s solicitors.
 - (b) **White Horse Public House** – The Clerk had referred to this in the PC article in the Newsletter. It was proposed by Mr Myhill, seconded by Mr Mitchell that the PC should set up their own Facebook page.

ACTION: Facebook page to be set up

- (c) **East Harling and Kenninghall Medical Practice** – It was noted that the Practice Manager had resigned and was due to leave end of December 2023. It was agreed that there was no merit in inviting him to attend another KPC meeting.

ACTION: Clerk to action

- (d) **Parish Partnership Bid Scheme 2023/24** – It was noted that fixed VAR signs were not eligible for this scheme. To defer to November meeting.

ACTION: Deferred to November meeting for full discussion.

- (e) **Asset and Risk registers** – These were discussed, and it was proposed by Mr Wood, seconded by Mr Halmshaw and all in agreement that these be adopted as KPC documents.

ACTION: Clerk to action on website.

- (f) **Land behind Church** – The Clerk had advised that KPC could not fund the planning application; the PCC were applying for a variation of use. MCA said that the Planning Department could give advice on applications for a small fee.

- (g) **Website** – The Clerk advised she was working on the new website hosted by NALC and hoped to be able to launch it by end of October 2023. This would be primarily dedicated to KPC rather than the village but additional information has a page/posts.

ACTION: Clerk to action.

5. **District and County Councillors Reports** – MCA reported that new match funding pot is still to be agreed. The Breckland Food Bus was a success and nearest stop was East Harling (as Kenninghall had The Pantry). The Inspiring Communities project was also a success and there were good resources for residents to access if needed via BDC website. Mr Arthurton questioned the decisions by Planning to approve applications without taking into account local facilities (surgeries, schools etc.). MCA said that neither were statutory consultees so not part of the planning process; additionally, these were private concerns and not under the remit of BDC. There needed to be a strong legal reason to reject planning applications as every appeal lost cost the council c£30K.

6. **Reports:**

- (a) **SAM2** – The results for September for Banham Road were:

- 85th %ile – 38.6mph
- Average speed – 31.6mph
- 61.9% of vehicles were speeding with an average of 35.9mph
- Maximum speed recorded was 90mph

It was noted that Norfolk Police were operating mobile speed checks in some villages.

ACTION: Clerk to ask Police if a mobile unit could visit Kenninghall.

- (b) **Highways** – Miss Holman reported that a new NCC Highways Engineer had been appointed.
- (c) **Playing Field and Village Hall Field** – Mr Edwards reported that the playing field had been recently cut; it was agreed that the current contractors should be retained going forward. Miss Holman said that the new walking group had raised concerns about dog mess at the Village Hall.
- (d) **Kenninghall Flood Update** – Miss Holman that meetings had now been completed between FMT and landowners were happy to assist. The information would be fed into the survey; it was hoped to give an update in the Newsletter before the end of the year.
- (e) **Neighbourhood Development Plan (NDP)** – Mr Myhill and Mr Mitchell attended a meeting regards the updated Local Plan where views were being sought for inclusion in the local plan review.

A draft NDP had been prepared taking into account BDC needs, changes in the parish since the previous draft and other aspects e.g., self-build etc. The team were reviewing prior to submission to BDC hopefully by end of the year. This may need to be further updated once the call for sites is determined as part of the BDC Local Plan consultation process which will determine the housing requirements to 2046. It was noted that there was likely to be more pressure for houses in Kenninghall in the next few years to meet the Local Plan requirements.

- (f) **Recycling** – Miss Holman noted that Mr Barrington was investigating can recycling; BDC were now sending monthly recycling figures to the PC so we can analyse the data more closely.
7. **Public Forum** – A MoP said he felt it would be beneficial to the parish if KPC could take advantage of the Parish Partnership Scheme.

8. **Planning Matters: none**

9. Financial Matters to be approved:

- (a) **Clerk's Monthly salary** - £438.40 – proposed by Mr Mitchell, seconded by Mr Halmshaw, all in agreement.
- (b) **NPTS Autumn Seminar** - £108 – proposed by Mr Mitchell, seconded by Mr Myhill, all in agreement.
- (c) **Blue Sky Plumbing** - £948.73 for electric for plumbing for Luncheon Club – proposed by Mr Mitchell, seconded by Mr Myhill, all in agreement. It was noted this was paid outside of the meeting and agreed via email.
- (d) **Royal British Legion** – it was proposed by Mr Halmshaw, seconded by Mr Edwards, all in agreement to increase the donation to £75.
- (e) **PKF Littlejohn LLP** - £252 – external audit fees – proposed by Mr Myhill, seconded by Mr Edwards, all in agreement.

It was suggested that a monthly finance report be prepared and presented to KPC from November meeting onwards.

ACTION: Clerk to action payments and monthly finance report.

10. Correspondence

- (a) **BDC Local Plan Partial Update** - noted.
- (b) **Councillor email addresses** – the Clerk advised that auditors had advised nationally that all PCs should have access to a dedicated email address, and it was recommended that all councillors should use a dedicated email, separate from their personal emails, for PC business. These email addresses should preferably be a gov.uk email; at this stage it was a recommendation and not a mandatory requirement. To await further updates.
- (c) **Friends of Kenninghall School Fireworks** – It was noted that KPC had financially supported the fireworks in past 2 years due to Covid etc. but was unanimously agreed that this should be run and funded by the Friends of the School going forward (as in the past).

ACTION: Miss Holman to advise.

- (d) **Community Bus** – a Mop had raised concerns about the new service and route which had taken over from the Borderhoppa service.

ACTION: Clerk to contact the company to determine route and any variations possible for elderly/those with mobility issues.

- (e) **Musical Keys** – a MoP had requested that KPC support this service coming to Kenninghall, this provided support to those with special needs and/or well-being needs.

ACTION: Miss Holman to review and discuss with VHC.

11. Any Other Business

- (a) **Footpath and hedge near Bottle bank, School Close** – Mr Edwards noted the hedge was overgrown.

ACTION: Clerk to advise the Footpath officer.

- (b) **Footpath between Lopham Road and Heath Road** – the footpath was missing/neglected.

ACTION: Miss Holman to contact the landowner.

(c) **WWI Memorial Tree** – The tree was vandalised and needing replacement.

ACTION: Clerk to contact Chair of Lands Trust/VHC to determine when this would be replaced. (KPC would source & pay)

Date of next Meeting: Tuesday 7th November 2023 at 7.30pm in Kenninghall Village Hall.



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Miss Alison Holman, Chair