

## KENNINGHALL PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 5<sup>th</sup> December 2023 at Kenninghall Village Hall

#### Present:

Mr Roy Arthurton	Mr Mark Barrington
Mr Marcus Halmshaw (Vice Chair)	Mr Simon Mitchell
Mr Brian Taylor	Mr Edward Wood

Mrs Alison Pena (Clerk)

In attendance – 2 members of the public (“MoPs”)

1. Apologies for absence: Mr Gary Bell, Mrs Mandy Berry, Miss Alison Holman (Chair), Mr Daniel Myhill, District Councillor Marion Chapman-Allen, County Councillor Steve Askew
  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:** The minutes of the Meeting of 7<sup>th</sup> November 2023 were proposed by Mr Mitchell seconded by Mr Edwards and all in agreement.
  4. **Matters Arising:**
    - (a) **Allotments** – Miss Holman had spoken to the agents and were chasing a draft lease from their solicitors.
    - (b) **White Horse Public House** – the Clerk recommended that having researched the Asset of Community Value (ACV) requirements that KPC do not proceed as it was unlikely that any community group would wish to purchase the public house in its current state. This was agreed by all councillors. It was agreed that the Clerk would explore registering the building as “at risk” with Historic England.
- ACTION: Clerk to action.**
- (c) **East Harling and Kenninghall Medical Practice** – The meeting with the Practice Manager had been postponed until mid December 2023.
  - (d) **Musical Keys** – Still awaiting discussion with Village Hall Committee and school.
5. **District and County Councillors Reports** – No reports.
  6. **Reports:**
    - (a) **SAM2** – No data was available this month. It was noted that the police mobile speed awareness unit had been in the village during the month.
    - (b) **Highways** – Miss Holman had met with the new NCC Highways Engineer and reviewed all the outstanding actions and awaiting his feedback.

- (c) **Playing Field and Village Hall Field** – NGF Play have visited to assess repairs required to the young children’s play area and will report back in due course.
- (d) **Kenninghall Flood Update** – Miss Holman continues to work with the Flood Management Team checking The Beck in conjunction with landowners. The work undertaken over past 3 years has been worthwhile and reduced the likelihood of flooding during the recent storms. A bid for Flood Prevention proposals for Kenninghall has now been submitted by NCC FMT and await the decision. It should be noted that as a village we need to follow the advice of NCC FMT in any action/work undertaken along The Beck; any work undertaken without their advice is strongly discouraged as it could prove an issue both upstream and downstream.

The proposed purchase of three three rain measures should be postponed as these may be part of the bid proposal.

Mr Arthurton said that the bid proposal should be circulated to KPC for review/information.

**ACTION: Clerk to add to January agenda.**

- (e) **Neighbourhood Development Plan (NDP)** – Nothing to report.
- (f) **Recycling** – Nothing to report as information not been provided for BDC for November.
- (g) **Biodiversity** – the Clerk advised that under the Environment Act 2021 there was a requirement for public bodies including Parish Councils to consider what they can do to conserve and enhance biodiversity. This includes implementing a biodiversity policy and specific objectives to be achieved over next 5 years. Mr Barrington had agreed to help the Clerk draft these actions and present them to KPC in the New Year.

**ACTION: Clerk and Mr Barrington to action; information to be circulated for information.**

- (h) **New Website** – the Clerk advised that the new website hosted by NALC was ready for launch and would circulate a link to councillors. She would ensure the existing website was shut down but archived and new website fully active from 1 January 2024.

**ACTION: Clerk to action.**

7. **Public Forum** – Following a discussion at the November meeting, the Clerk advised that the cost of village gateways was £2,731 + VAT for two. After discussion it was agreed that given the number of road into Kenninghall that these were too costly.

A MoP raised concerns that planning applications were not available for all residents to review/comment only near neighbours and KPC which does not allow engagement with the community as proposed by BDC. It was agreed that the Clerk would raise the concerns with our District Councillor and could potentially put a link to any planning applications for Kenninghall on the new website.

**ACTION: Clerk to action.**

8. **Planning Matters: none**

9. **Financial Matters to be approved:**

- (a) **Monthly Finance Report** – noted.

- (b) **Draft Budget 2024/25 and Precept** – noted that budget was being prepared for presentation at the January 2024 and needed to inform the precept. Various items to be considered were discussed for inclusion in the budget were:

- New aluminium noticeboard

- River measures
  - Tractor repairs
- (c) **Clerk's Monthly salary** - £700.40 including back pay to 1.4.23 as a result of LGA pay award – Proposed by Mr Mitchell, seconded by Mr Edwards, all in agreement.
- (d) **Village Hall hire for KPC meetings for July to September 2023** – £49 – proposed by Mr Taylor, seconded by Mr Wood, all in agreement.
- (e) **Village Hall hire for Luncheon Club for July to September 2023** – £168 – Proposed by Mr Taylor, seconded by Mr Edwards, all in agreement.
- (f) **Norfolk Agri Ltd** – £52.50 for propane gas for BBQ - proposed by Mr Edwards, seconded by Mr Taylor, all in agreement.
- (g) **Abacus Accountancy payroll services for March 2022 to September 2023** - £180 – proposed by Mr Mitchell, seconded by Arthurton, all in agreement.
- (h) **Abacus Accountancy payroll services for November 2023** - £18 – proposed by Mr Arthurton, seconded by Mr Taylor, all in agreement.
- (i) **JM Crearer for hedge cutting** - £250 – proposed by Mr Taylor, seconded by Mr Barrington, all in agreement.

**ACTION: Clerk to action payments.**

**10. Correspondence**

- (a) **Community Bus** – the Clerk had discussed with the resident and would write to the bus company to see if any progress could be made on stops in Diss.

**11. Any Other Business – none.**

**Date of next Meeting: Tuesday 9<sup>th</sup> January 2024 at 7.30pm in Kenninghall Village Hall.**

.....  
 Halmslow  
 Mr Marcus Holman, Vice Chair