

## Minutes of Parish Council Meeting held on Tuesday 2 November 2021 at 7.00pm in Oulton Community Centre

<b>Parish Councillors (8) present</b>	Jenny Hinton (Chairperson), Peter Collecott, Robin Hinton, Tony Knights, John Sarbutt, Paul Keyte, Peter Bryant, Graham Youlden
<b>County Councillors</b>	Keith Robinson
<b>District Councillors</b>	Keith Robinson, Andree Gee
<b>Also in attendance</b>	Carla Petersen (Clerk)
<b>Members of the public</b>	1

### 1. To receive and approve apologies for absence

Apologies were received from Cllr Back (another meeting).

### 2. To receive any declarations of interest from Members & consider requests for dispensations

Cllr Jenny Hinton and Cllr Robin Hinton: Oulton Community Centre Executive Committee & Trustees.

Cllr Knights: Oulton Community Centre Executive Committee.

### 3. To approve minutes of the Parish Council meeting held on 29 October 2021.

The minutes of the meeting held on 29 October 2021 were agreed after a proposal by Cllr Collecott and second by Cllr Robin Hinton. The minutes were signed by the Chairperson.

### 4. To welcome any newly co-opted Councillor/s and sign the Declaration of Acceptance of Office.

Cllrs Peter Bryant and Graham Youlden were officially welcomed onto Oulton Parish Council. Declaration of Acceptance of Office forms were signed.

### 5. To consider booking any newly co-opted Councillor/s onto Councillor Training. Agree upon a course of action.

The Clerk had investigated the next available councillor training sessions and there were options with Norfolk Parish Training & Support of daytime or evening sessions. Details were given to the new councillors. Clerk to action.

### 6. Adjournment for Public Participation (15 minutes allowed for)

None.

### 7. Reports from:

- **Parish Clerk:** Due to work commitments there had not been time to prepare a Clerk Report. There will be a double issue next month. The Clerk reported on receiving an email from NALC regarding the Local Council Awards Scheme. The application had gone astray. Clerk to action.
- **County Councillor Keith Robinson:** Circulated monthly newsletter before the meeting and a copy is available on the parish website. Reported on being busy due to it being budget season.
- **County Councillor Edward Back:** None.
- **District Councillor Keith Robinson:** None.
- **District Councillor Edward Back:** None.

- **District Councillor Andree Gee:** Reported on attending a Scrutiny Meeting one or two weeks ago and the situation with dentists was discussed. Will be attending training on Monday about Freeport at Felixstowe.

**Neighbourhood Plan Working Group:** The Chairperson reported the “open event” had been held at Oulton Community Centre on Saturday 16 October 11.00am to 5.00pm. There was a big exhibition and views of Oulton had been displayed virtually. The Police had also attended on the day and carried out bike marking outside in the carpark.

- **Oulton Community Centre:** The Chairperson reported not being able to attend their last meeting due to ill health.
- **St Michael’s Church:** The Chairperson reported their last meeting had been cancelled and is rescheduled for November 2021.

## 8. Highways:

- **To receive a report on outstanding highways issues**

There has again been heavy flooding in Camps Heath. The flooding has been reported using the online tool. Cllr Robin Hinton and Cllr Knights will follow this up with Persimmon. County Cllr Robinson offered to help with this ongoing problem.

Cllr Sarbutt reported Jenkins Green has flooded again with all the recent heavy rain. County Cllr Robinson offered to help with this ongoing problem.

County Cllr Robinson reported the speed limit and parking has now been authorised and was thanked for processing the request to change the speed limit and parking restrictions.

- **To receive Speed Indicator Device (SID) results**

Cllr Knights and Cllr Robin Hinton were thanked for looking after the SID. Cllr Knights had prepared a report showing the SID statistics for the last month. Oulton Street is a major concern for speeding traffic. Cllr Knights to forward monthly the statistics to the Police.

## 9. Planning

- **To receive new planning applications and make comment**

**DC/21/4436/FUL** Laurel Farm, Hall Lane, Oulton, NR32 5DL

Barn conversion from derelict footprint, demolition of external walls and erection of cart lodge.

The planning application was considered by Councillors, and all agreed it was an improvement to the existing structure and were all in favour of the application.

- **To receive results and updates on outstanding applications**

None.

## 10. Finance:

- **To receive the income and expenditure figures as at 31 October 2021** – It was noted.
- **To note the bank balance as at 31 October 2021** – £66332.57
- **To note receipts** – None
- **To consider any grant applications** – None.
- **To approve payments.** All expenditure approved. Proposed by Cllr Robin Hinton and seconded by Cllr Collecott.

Payee	Value	Description
HMRC	£18.35	Income Tax & NIC
Mrs C Petersen	£863.60	Salary, administrative expenses & mileage
Mrs C Petersen	£47.59	Neighbourhood Plan reimbursed expenses
Oulton Community Council	£28.00	Room/hall hire
Mr B Hunter	£18.50	Reimbursed expenses. Remembrance Day wreath, s137
Oulton Community Council	£6.00	Neighbourhood Plan room/hall hire
Nest Pensions	£22.12	Contributions
<b>Total</b>	<b>£1004.16</b>	

**11. To receive an update on the purchase of assets using CIL money.**

The purchase of assets using CIL money is making progress. Waveney Norse have not sent through their invoice for the benches, and it is hoped it will be through in time for the next meeting. The three noticeboards have been made and now need to be sign written. The bench at Fisher Row has been ordered.

**12. To receive an update on the telephone box at Camps Heath.**

The defibrillator was installed last week and is now in the process of being registered with the Ambulance Service. The residents near to the telephone box have agreed to take care of looking after the defibrillator and carrying out the weekly checks. Clerk to action. Thanks were given to District Cllr Gee for her help with funding the defibrillator using her Locality budget.

**13. To receive a report on goal nets. Agree upon a course of action.**

Cllr Keyte had contacted net suppliers and the quotes were read out. The playing field is the responsibility of Oulton Community Council and it was recommended Cllr Keyte should approach Mr Brian Hunter and discuss the quotes with him.

Cllr Youlden left at 8.40 pm.

**14. To consider installing a bin on Meadow Road towards Stirling Close. Agree upon a course of action.**

The rubbish problem has improved. It was agreed to not go ahead with installing a bin at present.

**15. To receive an update on a discussion with Persimmon. Agree upon a course of action.**

Discussed already at item 8.

**16. To consider the gardener quotes. Agree upon a course of action.**

The Chairperson reported she had not had any luck getting gardener quotes. An advert will be placed in the next Oulton Messenger Newsletter.

**17. To discuss items/projects for inclusion in next financial years budget.**

A fence around the gym equipment on the playing field.

**18. To receive updates from individual Council Members (for information only)**

Cllr Collecott reported the Parish Council will be laying a wreath on Remembrance Day at 10.45 am.

The Chairperson had made enquiries about having a Christmas Meal at Parkhill Hotel. They had confirmed they do not have any group size restrictions when having a meal. Attendance at the meal would be for Councillors, Clerk, and their partners. This will be paid for by the individuals. The suggested date was Saturday 11 December 2021 at 7.00 pm. Attendance to be confirmed by notifying the Chairperson.

**19. To receive any items for inclusion on the next agenda (for information only)**

Budget, gardener, Persimmon.

**20. To confirm date of the next Parish Council Meeting as Tuesday 07 December 2021 @ 7.00 pm in Oulton Community Centre.**

Confirmed.

The meeting closed at 9.10 pm.

Everyone was thanked for attending.