

**Keswick and Intwood Parish Council Meeting on the 29th of September 2021.
Minutes of the Meeting held at the Reading Room, Keswick at 19:00.**

Present: Sue Hendry (SH); David Vail (DV); Monica Warmerdam (MW); Marguerite Russell (MR); Jan Hill (JH) and Samantha Henry (Clerk).

Also Present: William Kemp (District Councillor) and 5 members of the public were also in attendance.

Apologies were received from: Kevin Hanner (KH); Tim Love (TL).

In the absence of KH, vice-chairman JH was the chairman of the meeting.

2021/44. To consider apologies for absence: it was resolved to accept apologies from Kevin Hanner (KH) and Tim Love (TL). David Bills (County Councillor) and Daniel Elmer (District Councillor) were not present.

2021/45. Declarations of Interest: a) in accordance with s.31 of the Localism Act 2011, Members to declare any Disclosable Pecuniary Interests in items on this Agenda; and b) the Clerk to report any written requests for dispensation in respect of items on this Agenda: there were none.

2021/46. Public Participation:

- *Resolution to adjourn the meeting for public participation and any County and District Councillor reports:* County Councillor David Bills had sent a written report for September 2021 which is attached to these minutes as Appendix 1. District Councillor William Kemp gave a verbal report which is summarised below:
 - District Councillor grant – Councillor Kemp had liaised with the Clerk regarding the proposed purchase of an additional bench (discussed under item 2021/50) and agreed to support the Parish with the cost of the bench.
 - Planning application 2021/1530 – it was noted that the planning application had been refused by South Norfolk.
 - Keswick Industrial estate – no progress to be noted.
 - Spending review – this would be conducted by South Norfolk District Council towards the end of the year.

JH enquired about the Road Safety Community fund that Councillor Bills had highlighted in his report. The lowering of the speed limit on Keswick Hall Road, which was currently the national speed limit, was discussed. The Clerk agreed to contact Councillor Bills to discuss this further.

A parishioner, who had previously spoken to Councillor Bills regarding the blind bend on low road (see minute 2021/36) highlighted the ongoing issue. DV explained that Councillor Bills had spoken to the Highways department, who had assessed the junction and decided that additional signage would be confusing for road users not familiar with the road. It was also



noted that an accident had not been recorded there for 33 years, the extent of their records.

2021/47. To confirm minutes of the Parish Council meeting held on the 30th of June 2021: it was resolved to accept the minutes as a true and accurate record. SH, who had been present at the meeting, signed the minutes.

2021/48. To report matters arising from minutes not on the agenda: for information only: Councillor Bills' completed actions had been reported back to the Parish Council.

2021/49. Finance:

- *To agree invoices for payment in accordance with the budget:* the following cheques were signed at the end of the meeting by JH: NALC £30.00¹ (Cheque 100614); HR Payment £569.50² (Cheque 100615); HR Payment £142.40³ (Cheque 100616). The Clerk would obtain the additional signature outside of the meeting, due to apologies being received by other signatories. A receipt and expenditure report (appendix 2) and a bank reconciliation (appendix 3) up to the latest bank statement received (29th June 2021) was circulated to Councillors prior to the meeting and is attached to these minutes.

2021/50. Parish Issues: To receive any updates relating to:

- *Broadband:* the ongoing issue with slow broadband speeds was discussed.
- *The Million Trees Project:* MW and MR had explored the possibility of receiving free trees from Norfolk County Council, and had secured 100 trees, which it was hoped would help environmentally, as well as aiding reduction of the noise levels from the A47. A meeting with an officer from NCC had taken place and the waste ground at Keswick Hall had been identified as a potentially suitable area. The Council agreed to progress with the project and MW/MR agreed to update the Council on further progress in due course. A parishioner had enquired about the project and the details would be forwarded on for information.
- *To agree purchase of additional bench⁴:* quotes had been received for the additional bench that had been previously discussed (see minute 2021/40). It was agreed to accept the quote of £502.80.
- *Additional dog bin:* the costings involved with purchasing dog bins and having them collected by South Norfolk District Council was discussed. The Clerk agreed to find out more information regarding the process and costs involved.

2021/51. Planning:

To consider outstanding planning applications:

¹ Local Government Act 1972, s. 175

² Local Government Act 1972, s. 112

³ Local Government Act 1972, s. 112

⁴ Parish Councils Act 1957, s.1

- *To ratify comments submitted to SNDC regarding planning application 2021/1530:* the comments were ratified by the Parish Council, and it was noted that the application had been refused by SNDC. The application was discussed with the applicants.
- *To discuss planning applications relating to 2017/2794:* no update available. A meeting would be organised between the Parish Council and the case officer at SNDC to discuss progress with the application.
- *To consider outstanding planning applications:* there were none.

2021/52. Correspondence received:

- *Transport for Norwich Strategy consultation:* Councillors would send any comments that they had to the Clerk, who would respond by the deadline, which was the 8th of October 2021.
- *South Norfolk Council's Gambling Policy review:* the review was noted.
- *Parish Partnership Scheme:* the scheme was discussed and it would be put on the next agenda for further discussion.

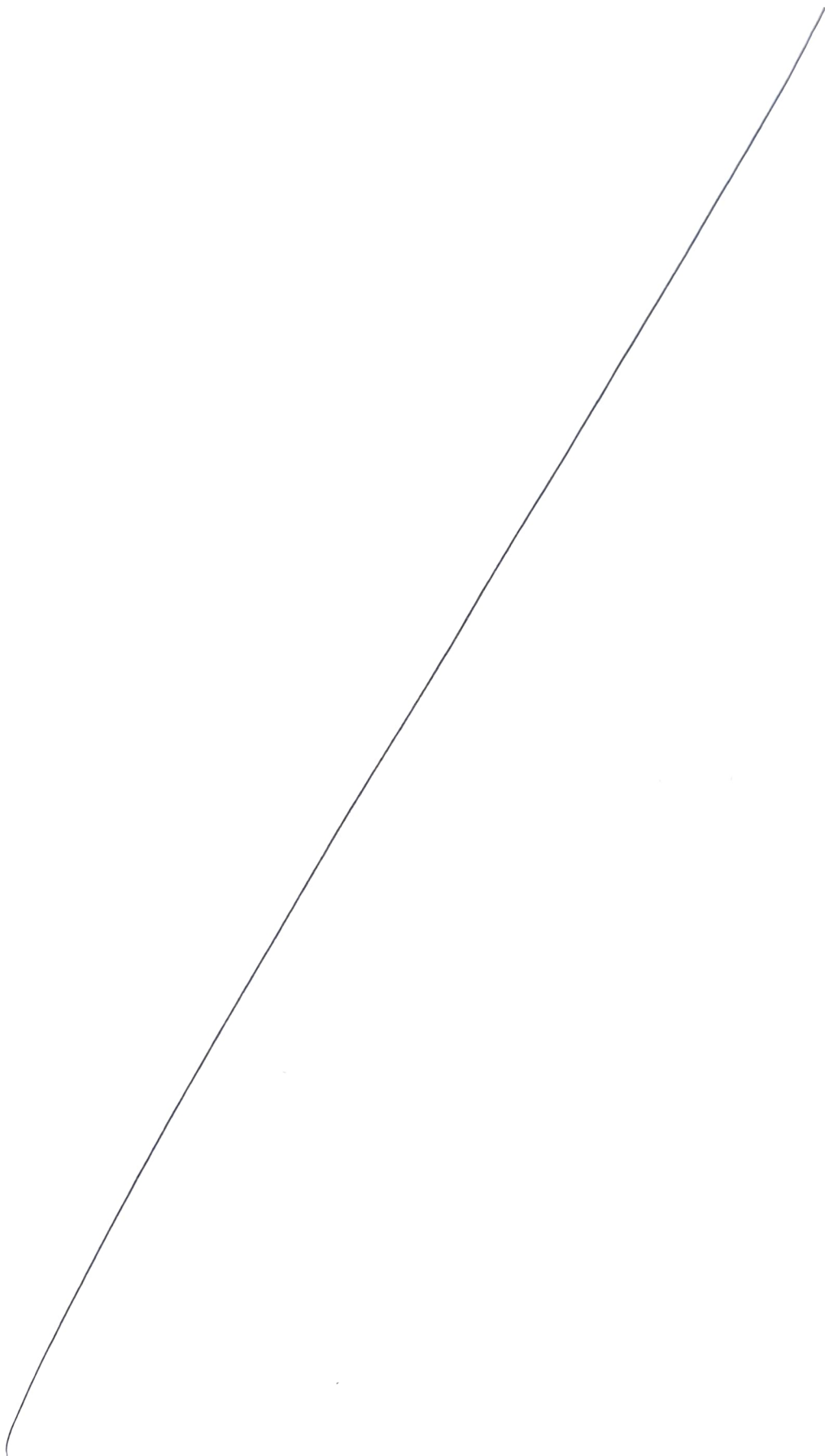
2021/53. Items for the next meeting:

- Parish Partnership Scheme
- Dog waste notices on Bridle Lane

The meeting closed at 20:00.

Signed: 





County Councillors Report – David Bills – September 2021

Humbleyard Division – Bawburgh; Colney; Cringleford; Hethersett; Little Melton; Keswick and Intwood

Email david.bills@norfolk.gov.uk

Highways and Road Works:

- **A11 Resurfacing** – I and other Cllrs attended a briefing with National Highways (formerly Highways England) on upcoming works to the A11 between Spooner Row and the Thickthorn Interchange.

Phase 1, Thickthorn to Tuttle Ln, will take place from Mid-October to the end of the year, and will consist of life extension works to the concrete surface, extending its life by a further 5 to 10 years. As part of this there will be some night time road closures from 8pm to 6am, with a diversion along the B1172 via Hethersett.

Phase 2, Tuttle Ln to Spooner Row, will take place from January to mid-2022, and will involve the replacement of the current concrete surface with asphalt, which will provide better noise cancellation for residents. This section will include some daytime roadworks which will include a contraflow system for traffic management. I have asked for further information on the likelihood of the Phase 1 section also being replaced by asphalt after the current life extension expires.

Both phases will also include an HGV dispersal diversion, to encourage heavy traffic along the A1066 and A140 during the works, which may result in higher traffic levels in Newton Flotman and Swainsthorpe.

- **Road Safety Community Fund and Pothole Repairs** – September Cabinet will be discussing two new money allocations for highways funds. The £1m Road Safety Community Fund would provide up to £10,000 each for smaller road safety schemes, such as lowering speed limits or making changes to road signs and markings, to help address local issues and concerns. The cash would be spent on improvements right across Norfolk over the next four years, with work focused on one area of the county each year to help maximise efficiencies and allow as many schemes as possible to be funded. The focus would initially be West Norfolk, then North and East Norfolk, South Norfolk and finally Norwich. The first safety improvements could be in place about a year from now.

A new £10m Highways Maintenance Pothole Fund would see an extra £2,500,000 spent each year for the next four years on resurfacing, surface dressing, drainage improvements, bridge maintenance and pothole repairs.

Schools:

• **A-Level and GCSE Results** - Norfolk's A-Level and GCSE results were announced with the County Council praising the county's young people and adult learners for their commitment and determination shown after two years of disrupted education due to coronavirus. Norfolk County Council's award-winning **Adult Learning** service has once again celebrated excellent GCSE results: The service has seen its great success continued across both English and maths GCSEs this year. 84% of its maths GCSE students achieved Grade 4 or above and 73% of English GCSE students achieved Grade 4 or above.

The Help You Choose website offers young people information and advice on different options if they are uncertain about their next steps or receive results below their expectation. Advice and support available ranges from CV writing, apprenticeship vacancies, and information about different careers. It also has space for parents to help them understand the different options for their child.

• **Ministerial Visit** - Vicky Ford MP was hosted by Norfolk County Council this month, where she heard about the work the council is doing to support its children and young people. The Minister visited St William's Primary School, in Norwich, to see children taking part in a range of holiday club activities, including Forest Schools, crafts and sports. Some of the places on the activities are funded as part of the Big Norfolk Holiday Fun Scheme, known nationally as the Holiday Activities and Food (HAF) programme. Minister Ford also visited a holiday scheme at Little Plumstead Village Hall.

Other:

• **Resettling Afghan Refugees** - As part of the Government's scheme to welcome up to 5,000 vulnerable Afghans to the UK in its first year with up to a total of 20,000 in the long-term; Norfolk County Council will work closely with the Government and partners to ensure that Norfolk accommodates a share of these refugees.

The council will be ensuring new arrivals get the support they need to settle into their new communities as well as taking into account pressures from other existing schemes. Details of the Afghan resettlement scheme are now available.

Norfolk has a proud record of offering support to refugees. Along with our supporting city, district and borough councils, Norfolk was among the first localities to offer to support the resettlement of Afghan nationals under the government's Afghan Relocations and Assistance Policy (ARAP), launched on 1 April this year, and a number of Afghan nationals are already receiving support right here in the county.

The council has already assisted over 150 Syrian refugees to successfully settle in Norfolk since 2017 and will use the skills and experience this provided to make the transition for arriving Afghan nationals as smooth as possible.

Appendix 2

Receipts and Expenditure to 29.06.21

Balance brought forward £ 12,889.95

Receipts: £
Precept 30.04.21 3,000.00
VAT repayment 30.10

Total: £3,030.10

Balance: £15,920.05

Expenditure: £
ICO (DD) 35.00
NALC Subscription (CHQ 608) 166.72
Internal Audit Fee (CHQ 609) 66.00
Total: £267.72
Balance: £15,652.33

Budgeted and other expenditure for remainder of year: £

Training 200.00
Insurance 665.00
HR Payments 2,850.00
Clerk's Expenses 220.00
Payroll Services 45.00
Legal Expenses 500.00
VAT (recoverable) 30.00
Bus Shelter Cleaning 170.00
Computer Service Agreement 550.00
Sundry Expenses 150.00
Contingency for asset replacement 150.00
Total: £5530.00
Balance: £10,122.30

Other budgeted income for remainder of year: £
Precept 3,000.00

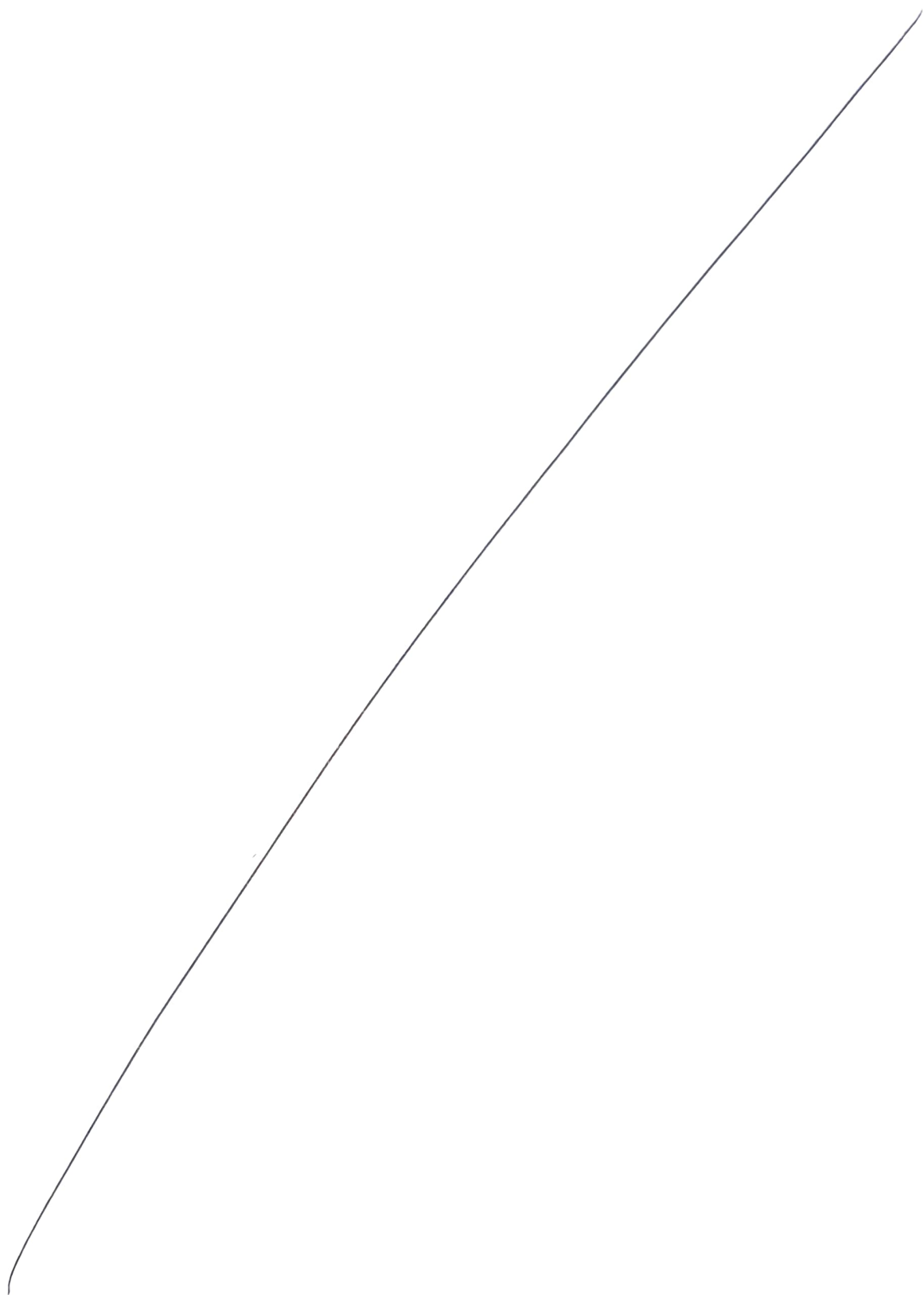
Balance: £13,122.33

End of Year Balance: £13,122.33

Notes:

1. All amounts include VAT as appropriate.
2. £24.00 of the total amount is held in the business savings account

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Appendix 3

Keswick and Intwood Parish Council Bank Reconciliation

Financial year ending 31 March 2022

Prepared by: Samantha Henry, Responsible Financial Officer 25th August 2021

Balance per bank statements as of 29.06.21

Current Account	£	15,628.33	
Business Account	£	24.00	
		<u> </u>	£ 15,652.33

Less: Unpresented Payments at 29.06.21

CHQ	£	-	
		<u> </u>	£ -

Net balances at 29.06.21

£ 15,652.33

Cashbook

Opening balance at 1 April 2021	£	12,889.95
Add: Receipts	£	3,030.10
Less: Payments	£	267.72

Balance at 29.06.21 £ 15,652.33

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