

THE MINUTES OF LYNG PARISH COUNCIL MEETING HELD ON WEDNESDAY 9th OCTOBER 2024 STARTING AT 7.30PM IN THE VILLAGE HALL.

Present: Cllr Steve Davies (Chair), Cllr Jason King, Cllr Helen Young, Cllr Steve Wright and Cllr Tom Gittins.
Parish Clerk - Jo Boxall and 2 members of the public

1. APOLOGIES FOR ABSENCE

Cllr Drabble had tendered his resignation. Apologies for absence were received and noted from Cllr K. King.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

A declaration of interest was received from Cllr J. King on matters relating to the allotments for which a dispensation has already been granted.

3. MINUTES

Minutes of the Council Meeting held on 11th September 2024 were unanimously **AGREED** as a true record as proposed by Cllr Davies, seconded by Cllr Gittins. Minutes were duly signed.

4. INFORMATION ON MATTERS ARISING

The Clerk confirmed that an email had been sent to the MUSA committee and to date no response was received, Clerk to chase. As no response had yet been received from the Church, it was agreed that the Clerk should write to PCC to chase the enquiry and highlight that if no evidence was received to confirm that the Parish Council was responsible for maintenance of the churchyard then as the Council had a duty to residents to ensure that money was spent appropriately, grass maintenance in the churchyard would cease.

5. REPORTS COUNTY AND DISTRICT COUNCILLORS

Neither District Cllr Bambridge nor County Cllr Borrett were in attendance.

6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK ON AGENDA ITEMS

A resident queried the Council's responsibility re hedge cutting on the allotments. It was confirmed that the Council were responsible for the frontage from Plot 10 to the end of the allotments. It was confirmed that the Allotment association now have public liability insurance and are also covered by the National Allotment Association.

A resident queried the progress with flooding and was referred to the minutes from previous minutes. It was confirmed that there was still an issue with flooding with water coming off the farmland down Cadders Hill. Two trees on The Common were highlighted as potentially needing attention.

7. DEFIBRILLATOR –

To consider / approve further action regarding the defibrillator.

It was unanimously **AGREED** to instruct Seal Calibration to service the defibrillator, and purchase consumables (pads / battery) as necessary, subject to review with second quote (Primary Care Supplies), proposed by Cllr Gittins, seconded by Cllr Davies. It was unanimously **AGREED** to arrange for defibrillator training to coincide with the Parish Meeting as proposed by Cllr Gittins, seconded by Cllr Wright.

8. SAM2 / COMMUNITY SPEED WATCH

Cllr Davies confirmed that the Community Speed Watch Team had been unable to carry out sessions due to the recent road closure and inclement weather. Cllr J. King confirmed that the battery had charged so there was no current need to replace this.

9. Allotments

To receive allotment report – No report available – Cllr Davies confirmed that he would be carrying out an inspection and invited the Chair of the Allotment Association to walk round the allotments with him.

To consider / approve annual cutting of allotment paths / hedge trimming from 2025.

Thanks were extended to the resident for cutting the grass at the allotments. It was unanimously **AGREED** to seek a quote for cutting the grass twice yearly and hedge trimming on an annual basis as proposed by Cllr Davies, seconded by Cllr Wright.

10. HIGHWAYS

To receive update / approve further action as appropriate on highways matters

Cllr Davies agreed to contact Highways regarding water coming off farmland. It was noted that Anglian Water were coming to repair the leak on Pightle Way 24th October and it was hoped that the pavement would be repaired as it has started to deteriorate. Cllr Wright sent reports regarding pot holes to Highways and some have now been marked.

To consider / approve further action regarding weight limit on Lyng bridge

It was unanimously **AGREED** that Cllr Young, would reexamine the issue of the weight limit on the bridge, as proposed by Cllr Davies, seconded by Cllr Wright.

11. PLAY AREA & PLAYING FIELD - To receive any updates and matters affecting the play area.

Play area repairs are expected to start next week. Cllr Davies spoke to the rubber mulch company who were holding prices pending confirmation of date (once play equipment repairs have been completed) so an order could be placed.

Cllr Gittins confirmed that the BMX Track committee were holding three fundraising events which it was hoped would raise funds so that the project can proceed.

12. CEMETERY/CHURCHYARD

To receive any updates and matters arising affecting the cemetery / churchyard.

An email was received from The Fox expressing concern over the oak tree overhanging the boundary. Cllr Gittins to contact the tree officer at Breckland for advice as the tree is in a conservation area.

13. TO CONSIDER PLANNING ISSUES

a) TO CONSIDER PLANNING APPLICATIONS RECEIVED:

No planning applications were received.

b) TO CONSIDER LATE PLANNING APPLICATIONS

No late planning applications were received.

c) TO RECEIVE DECISIONS FROM BRECKLAND DISTRICT COUNCIL

No decisions were received from Breckland District Council.

14. FINANCE

a) To receive financial update & income / expenditure

The balance of accounts at 30th September 2024 were confirmed as follows; Community account £21706.49, Business Premium accounts £8909.70, £302.05 Play area reserve and £0.12. bank reconciliations / budget comparisons were carried out by the Clerk and circulated. The balance of the Community Car Scheme fund was confirmed as £1294.93 after drivers September returns paid and after the second instalment of the Community Car Scheme grant (£375) was received.

As Cllr Drabble tendered his resignation, an internal control check could not be carried out. It was agreed that the appointment of the new officer would go on November's agenda.

b) To approve payments made and to be made & record receipts

All payments made since the last meeting to date in accordance with the schedule below were unanimously **AGREED**, and receipts noted as proposed by Cllr Wright, seconded by Cllr Davies

PAYMENTS				
10th Sept 2024		Mr Alan Cooke - Community Car Scheme August		£51.00
10th Sept 2024		Christopher Black - Community Car Scheme August		£47.00
10th Sept 2024		Pete Clough - Community Car Scheme August		£12.25
12th Sept 2024		TTSR - Grounds Maintenance inv 9409		£1,281.48
12th Sept 2024		Finding Fitness Clamber wall		£7,800.00
18th Sept 2024		Playdale Playgrounds 50% deposit for repairs		£1,942.38
30th Sept 2024		Mrs Jo Boxall - September salary & exps		£542.67
30th Sept 2024		HMRC PAYE September		£5.94
RECEIPTS				
27th Sept 2024		Breckland District Council 2nd instalment precept	£11,000.00	
30th Sept 2024		Allotment rent plot 8B (cash received July - unbanked)	£20.00	

15. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

An email was received from Breckland regarding the progression of the Local Plan. Breckland has resolved to pause the development of the Local Plan in response to the Labour Government's recent consultation on proposed revisions to the National Planning Policy Framework (NPPF) and increase in Housing Target, published on 30th July 2024.

Future agenda items to include an update on the Defibrillator, appointment of new internal control officer and draft budget for precept setting in January.

16. TO CONFIRM DATE OF NEXT MEETING/S NOVEMBER / DECEMBER

The dates of the next meetings were confirmed as 6th November with a further meeting on 15th January 2025.

17. TO APPROVE EXCLUSION OF THE PRESS AND PUBLIC UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DURING DISCUSSION OF AGENDA ITEM 18.

It was unanimously **AGREED** to approve the exclusion of the press and public during discussion of agenda item 18 as proposed by Cllr Davies, seconded by Cllr J. King.

18. TO REVIEW PERFORMANCE, REVIEW / APPROVE CLERKS SALARY FOR PERIOD 1ST APRIL 2024-31ST MARCH 2026.

As it formed part of the Clerks contract for her salary to replicate her salary at Bawdeswell Parish Council subject to satisfactory performance, and as a pay rise had been awarded, it was unanimously **AGREED** to award a 5% pay rise with effect from 1st April 2025 as proposed by Cllr Davies and seconded by Cllr Gittins.

19. TO CLOSE THE MEETING

There being no further business, the meeting closed at 8.32pm