

DOCKING PARISH COUNCIL – NOVEMBER 2022

Clerk: Mrs Michelle Wroth

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1. Welcome by the Chair
2. Public Session – 3 members of the council
3. Present: Cllr Smith, Cllr, Meek, Cllr Wroth, Cllr Able, Cllr Harris, Cllr Crompton, Cllr Rout, Cllr Cooke, Cllr Bennison
Apologies: Cllr Waldie
4. To receive declaration of interests on agenda items: Cllr Meek item 9.1 Letter of Support
5. Confirmation of the minutes, General Meeting 20th October 2022, proposed KB, seconded Cllr Meek – decision carried
6. Matters arising
 - 6.1 - Solar speed signs – Highways and the Safety Team have assessed locations within the village and have responded to say none were suitable. No further action
 - 6.2 – Litter bins – no update
 - 6.3 – Ponds project – Bell Pond has been completed and planted up, Sedgeford Road has been cut back. The pond by the Ripper Hall is now to be cleared and planted up.
 - 6.4 – Allotment agreements 22/23 – these have been issued, a number have been paid and returned signed agreements. Clerk has sent 2 reminders to current agreement holders and also sent agreements to those that have paid but not signed an agreement as these are required on file.
 - 6.5 – CGM Services – Invoice received for leaf clearing on Church Place, this is on hold due to the job not being completed. CGM to come out and complete then invoice will be released for payment.
 - 6.6 - Cage and Pound update - Plaque has been received, Cllr Able and Cllr Meek will install on the door. No update from the Heritage Group on their display on Law and Order.
 - 6.7 – Stanhoe Road Junction – Highways have provided a quote for the new layout, this is £1.6k and this will be paid using Cllr Chenery's 21/22 budget which he had offered the Parish Council. Work has been pencilled in to start the end of January 2023, but this will be weather dependant.
 - 6.8 - Jubilee Tree Scheme – The school have confirmed that they would like a pack of 10 small trees. Cllr Crompton proposed these are purchased, Cllr Cooke seconded decision carried
 - 6.9 – Clearing the ORG – The job hasn't been fully completed, Clerk to contact contractor to ask to return and finish the job as per the quote – carry forward
 - 6.10 – Community Hot-Spot funding – No response received from the Ripper Hall Committee, so the Clerk had applied for the funding, currently awaiting a decision
7. Agenda items
 - 7.1 – Review, discuss and make decisions on the Grant Application received 2022 – Additional information received, Cllr Bennison proposed a grant of £300, Cllr Meek seconded – all in favour
 - 7.2 - Street Lighting discussion on whether to help reduce costs by turning them off at a set time each night – carried forward
 - 7.3 – Councillor vacancy – next steps, no applications were received for the current vacancy. Cllr Smith proposed that we re-advertise in the new year and look to co-opt at the February meeting, Cllr Harris seconded – decision carried
 - 7.4 – BT Phone Box – Discussion took place, and a suggestion was to see if BT would be willing to selling the kiosk if Council could find a suitable place for it to be relocated to.
 - 7.5 – Defibrillator training – Cllr Smith had seen that the East Anglian Air Ambulance provide defibrillator training, Cllr Smith proposed that council advertise training for residents, this would be held in the Ripper Hall as this is where the defibrillator is located. Cllr Bennison seconded – decision carried
 - 7.6 – Defibrillator management – discussion around no monthly information is provided for the checks carried out on the defibrillator by the Ripper Hall Committee, Cllr Harris proposed that the Parish Council donate the asset of

the Defibrillator to the Ripper Hall Committee and they can continue to maintain and take on the upkeep of the asset. Cllr Bennison seconded – decision carried

7.7 – King Charles III Coronation – Carried forward to next month with ideas to be included within 22/23 budget

7.8 – Council email addresses and public email address being used which is misleading – gov.uk addresses should make this clear. Clerk has registered with NALC as they are looking at providing gov.uk email addresses at a reduced price.

7.9 – Notice Board – one of the panes of glass needs to be replaced, Action – quotes to be obtained to replace

7.10 – Christmas Tree 2022 – Cllr Smith proposed to order a Christmas Tree the same size as last year, Cllr Crompton seconded, decision carried ask school for a date

7.11 – 23/24 Budget planning – items to be consider:

- the cost to remove the litter bins
- desilting of the parish ponds
- removal of the toilet/septic tank at the ORG
- additional costs for more upkeep of open spaces

7.12 – S.137 Donation to The Royal British Legion for the 2022 wreath – Cllr Wroth proposed a S.137 donation be made for £50, Cllr Crompton seconded – decision carried

7.13 – Birds left at ORG by previous licence holder – Clerk to write to the member of the public feeding the cockerels asking them to move the feeder onto their land and ensure the birds are kept shut away due to the current restrictions within 5 days. If this is not completed the Council will contact NCC to ask for the cockerels to be removed.

8. Borough and County Councillor updates

8.1 – Borough Councillor update - None

8.2 – County Councillor update – None

9. Correspondences received where decision to be made

9.1 – Request received from The Playing Field Management Committee for a letter of support to renovate the current pavilion – Cllr Bennison proposed, Cllr Harris seconded – decision carried. Clerk to send letter of support

9.2 – Letter from Speed Watch requesting SAM2 data and rota of location for the machine – Cllr Harris proposed that the Parish Council should ask Speed Watch if they would like to take over the responsibility of the SAM2 with the one condition it is not placed on a rota and the location is still placed randomly like it has been since it was purchased. Cllr Smith seconded – decision carried. Clerk to write to Speed Watch

9.3 – Email received asking if the BT Phone box could be restored (painted/windows fixed) covered in item 7.4

10. Delegated Decisions made during the month – NONE

11. Finance

11.1 To approve accounts for payment. Cllr Harris proposed to approve all payment other than G & M Fencing, Cllr Meek seconded – decision carried

NAME	BUSINESS	GROSS
K AND M (DD)	Streetlights Maintenance	29.06
NPOWER(DD)	Elec - Charges	80.49
CGM (DD)	Grounds Maintenance for Month	104.99
PAYROLL(BACS)	Salary, Expenses & PAYE – Nov	863.32
TESCO MOBILE (DD)	Parish Council Mobile Charge	10.50
NORFOLK PENSIONS (BANK TRANSFER)	Pension Contributions	245.97
COMMUNITY HEARTBEAT (BACS)	New Defibrillator battery	240.00
N.SMITH (BACS)	Jubilee Sign for the Pound	91.00
G & M FENCING (BACS)	Clearing land at the ORG	3450.00

11.2 – Bank Reconciliation at 31st October – Reserves of £24,102 - Noted

12. Planning matters

12.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision
22/01852/F	10 Bradmere Lane, Docking	Annex to main house for family (Link)	Approve

22/01247/F	Chalfont House, High Street, Docking	Rear single storey extension, new double garage (Link)	Approve
22/01868/LB	Gate Lodge, high Street, Docking	Listed Building consent to replace windows (Link)	Approve
22/01871/LB	Gardeners Cottage, Chequers Street, Docking	Listed Building consent to replace windows (Link)	Approve

12.2 – Planning Applications received after agenda published

Ref. No	Address	Planning details	Parish Council Decision
22/01951/F	Hazeldene, Stanhoe Road, Docking	Creation of new side extension	Approve
22/01988/F	New House, High Street, Docking	Single storey side and two storey rear extension	Approve

13. Items to be added to the following months agenda – (NOT FOR DISCUSSION DURING THIS AGENDA ITEM)

- Consider retender of maintaining open space contract

Having regard to the confidential nature of the business to be transacted, the meeting is now not open to the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960

14. Intimidating behaviour toward The Clerk – the matter was discussed, and it was agreed that a letter would be sent to the individual stating that this is not tolerated and not to visit the Clerks home

15. Allotment renewal – it was agreed that the allotment holder was required to move back to original allotment, return a signed agreement and remove all geese as these are not permitted as detailed in the agreement by 30th November.

16. Close at 20.15

Proposed date of next meeting Thursday 15th December 2022

The agenda is issued Thursday 10th November 2022

Michelle Wroth – Parish Clerk

This agenda conforms to the Transparency Code 2015.