

Draft Minutes of a Virtual Meeting of Bergh Apton Parish Council Tuesday 9th June 2020 at 7.00 pm via Zoom

Members Present

Parish Council Members Present: David Skedge (chair), Janet Skedge, Steve Whitby, Ian Ratcliffe, Sheridan Winn, Joe Horton

In Attendance: Clerk Angela Tregear, Cllr John Fuller (for item 6)

Apologies: Hugh Porter, Cllr Barry Stone

1. To receive apologies for absence & declarations of interest
Apologies as above and no declarations of interest
2. To approve the minutes of Parish Council meeting held on 18th February 2020
Minutes approved by all and signed by chairman on 10/6/20
3. To report progress on items not on the Agenda arising from last meeting
Clerk wrote an update on the GNLPC consultation document for the April edition of BA newsletter.
We haven't as yet received any further ideas for consideration for the use of CIL money.
The amended planning application 2019/2340 for 4 starter commercial units off Church Loke was passed by SNC
4. Open forum for Public Participation: an opportunity to hear from members of the public
None present
5. Presentation of District Councillor's Report – John Fuller
John Fuller gave a detailed update on South Norfolk Council's response to the Covid-19 pandemic. This was a 7 day a week operation and they have received more than 15,000 calls for help. They redeployed 150 people from leisure centres to help vulnerable people in the community whilst at the same time ensuring that essential services, such as rubbish collection, were maintained. SNC have lost a large amount of their income with the leisure centres being closed but despite this, they are launching a programme of investment in market towns to get the economy moving again. This will involve deep cleaning, road closures, avenues of trees, as well as help for small businesses that have missed out on funding. There is a very low rate of infection in Norfolk now which means that any local outbreak will be able to be easily contained.
6. To report on progress of playpark refurbishment
Repair work on the playpark is almost finished and should be completed in the next week or so. The playpark working party will check on the progress.
The ROSPA inspection is booked for some time in June.
The VH committee are working on getting the container moved by Graver from Brooke in preparation for the delivery of the outdoor table tennis table. They will

also organise the removal of a tree stump, if necessary. The suppliers of the table tennis table are ready to supply this as soon as the site is ready.

7. To report on maintenance of the Bergh Apton village website
Steve has been working on improving the website and has removed some out of date or unused content and carried out some upgrades. He requested the sum of £11.40 to fund a one month copy of the website hosted separately, so that he can test the remedial updates and removal of the redundant elements without any unintended consequences! He has also organised a 6 day rolling back up.
Steve will also look into ensuring that the website complies with the new accessibility legislation coming into force in September.
8. To consider speeding issues in village and request from Thurton PC re: position of SAM2
We are still waiting to hear from Barry Stone about whether there is a basic data requirement to trigger a police speed check.
Speeding is still a problem in the village with speeds of up to 70mph being recorded, even with reduced traffic during lockdown. We are grateful to Mike Rimmer and his team of volunteers who have kept the SAM2 speed awareness monitor going throughout lockdown.
We received a request from Thurton Parish Council to discuss whether it would be possible to use the SAM2 to monitor traffic speed on Hall Road and perhaps share the costs? Our SAM2 monitor is currently being used to raise awareness and monitor speed in 6 different locations in the village and so is already being used to its maximum effective capacity. The councillors therefore felt that it would be best for Thurton to purchase their own SAM2 which could then be used to monitor traffic speed in a variety of locations around the village.
9. Finance
 - 9.1 Clerk reported that the internal audit has been completed and the report circulated to Councillors prior to the meeting, along with the AGAR and the year-end accounts. The AGAR certificate of exemption, annual governance statement and accounting statements were all approved and signed by the Clerk and Chair. Clerk to upload all required accounts documentation to the website in accordance with the Transparency Code.
 - 9.2 Cheque raised and approved for clerk's salary for March and April - £179.23 per month
 - 9.3 Cheque raised and approved to clerk for reimbursement for stamps - £11.52
 - 9.4 Cheque raised and approved to Norfolk Parish Training and Support for annual subscription - £42.42
 - 9.5 Cheque raised and approved to Autela for payroll services Q4 - £57.18
 - 9.6 Cheque raised and approved to Information Commissioner for Annual Data Protection fee - £40.00
 - 9.7 Cheque raised and approved to Kevin Parfitt for materials for playpark repairs - £340.00
 - 9.8 Cheque raised and approved to Zurich Municipal for insurance renewal - £501.67
 - 9.9 Cheque raised and approved to Bergh Apton Conservation Trust for land purchase - £5,900.00
 - 9.10 Cheque raised and approved for clerk's salary (May) - £179.23
 - 9.11 Cheque raised and approved to clerk for black ink – £19.79

- 9.12 Cheque raised and approved to clerk for mileage (Oct 19 – June 20) £81.90
 - 9.13 Cheque raised and approved to internal auditor - £40.00
 - 9.14 Receipt of Precept payment of £2,121.00 from SNC confirmed
 - 9.15 To consider how to pay IONOS website provider in the future – Clerk to contact Barclays bank to enquire about debit payments.
10. To agree items for next meeting
- To review and update the Standing Orders
 - To review the Council's risk assessments
 - To review the Data Protection Policy
 - To consider Broadband issues in some areas of the village

Future Dates for Meetings: 14th July 2020 (probably virtual)
8th September 2020