

Langley with Hardley Parish Council

Minutes No: 2022/5

Minutes of Parish Council Meeting held on Tuesday 12 July 2022 at 7.30pm in Langley with Hardley Village Hall

Parish Councillors (7) present	Nigel Sullivan (Chair), Mike Caston (Vice-Chair), Frances Kirkpatrick, Tibby Bunn, Garry Moore, Cheryl Frost, John Wheeler.
County Councillor	None
District Councillors	None
Also in attendance	Emma Webster (Clerk)
Members of the public	None

1. To receive and approve apologies for absence

None.

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

Members are invited to declare Disclosable interests and other interests in items on the agenda as required by the Langley with Hardley Parish Council Code of Conduct for Members and by the Localism Act 2011.

None.

3. To approve minutes of Council meeting held on 10 May 2022.

Minutes were approved.

4. Adjournment for Public Participation (15 minutes allowed for).

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda before the Council make decisions.

None.

5. To discuss the issue of speeding in Langley Green as a result of contact from a local resident.

Councillors were sympathetic to the concerns raised by the resident, which included the rise in the volume of traffic over recent years on what is a narrow country road, pedestrian and pet safety. It was agreed that the clerk should investigate moving the SAM2 speed awareness monitor to this part of the Parish and to investigate what is involved to lower the speed limit from the current 40 MPH.

6. To discuss the brown tourist signs directing people to the currently closed Langley Abbey.

A councillor explained that brown tourist signs directed people from the A146 to Langley Abbey which is currently closed to visitors and the signage at the Abbey reads 'No visitors at any time'. The Parish Council questioned the tone of the sign and the inconvenience of people following the signs and then the disappointment of not being able to visit. There was some discussion which included how people usually check online now to find out opening hours of places of interest and rarely arrive simply 'on spec', the grant conditions that may or may not apply and a general consensus that the wording of the sign could be more friendlier. The Chair reported that he had heard from a representative from Langley Abbey who wished to be positive and approachable to members of the local community. The representative understood the concerns around the signage and said that the signs may be removed at a later date, once a decision had been made whether or not to permanently close the Abbey to visitors. The Parish were told that grant conditions were being met by allowing the public to visit by prior appointment and that the current wording on the sign was the only sign to date that had kept visitors off the premises, which is a busy working farm with its inherent dangers. The Chair asked for his thanks to be recorded to the representative for engaging with the Parish Council on this issue. The discussion concluded with an action for the Chair to get back in touch with Langley Abbey and ask if the sign at the front of the property could be amended to say 'Visitors by

appointment only' and give times/and or contact details and ask if this information could be put on Langley Abbey website, and on the Parish Council website.

7. To discuss making an application for a grant to refurbish the community library telephone box.

At the last meeting there was discussion that the community library could do with a tidy-up and re-paint. The clerk noted that the District Councillor was asking for projects to be put forward to apply for funds from the annual Members grant. The clerk had contacted the District Councillor who said that, yes, if the Parish Council would like to put forward an application for this project it would be considered. There followed some discussion and all were in agreement that the community library does need a refresh, some of this could be tidying and cleaning by Parish Council volunteers, followed by a re-paint, but this would be costly (much more than the potential grant available) if a professional were to be employed. The grant was unlikely to cover materials totalling £355 (costed at £290 for undercoat, top coat and varnish and £65 for brushes, thinner, putty and wet paint signage) and labour, and it was suggested that a local volunteer could be asked to give their time to this project free of charge. The clerk was asked to confirm the grant application with the District Councillor and put an advert in the Chet Contact magazine for someone who would be willing to volunteer to paint.

8. To discuss the offer of a plaque from the Lord-Lieutenant Lady Dannatt to mark the way that the community has pulled together over COVID.

The Parish Council agreed that they would be honoured to receive such a plaque and suggested that it should be presented to the Village Hall organising committee who have been instrumental in bringing the community together, and for the plaque to be displayed in the village hall. There was discussion that a photo and and write up in the EDP would also help publicise the Village Hall. Clerk to follow up and invite the Lord-Lieutenant (or their representative) to the next meeting.

9. To discuss training requirements for the new councillors and parish clerk

Parish Councillors were offered a place on the next induction training from the Norfolk Association of Local Council's on 6 and 13 September entitled 'Being an effective Councillor'. This is an on-line course. Councillors to contact the clerk if they would like to be booked on. The clerk explained there were two Parish Clerk Induction courses with roughly the same content run locally for new clerks and agreed to book a place on the less expensive of the two.

10. Reports from:

- **County and District Councillor, Kay Mason Billig** – Circulated by e-mail
- **District Councillor Jeremy Rowe** – Circulated by e-mail
- **Police** – None
- **Tree Warden** – Cllr John Wheeler spoke about the Jubilee Trees for Norfolk scheme and the various options available for subsidised tree packs. All agreed that this was worth looking into and that there was money available for a pack if appropriate planting sites could be found. John to report back at next meeting. Langley Churchyard was mentioned as a site for mixed native hedging, however it was noted there was no access to water on site. John said that he is looking to 'pass the baton' on trees and agreed to write up the Tree Warden roles and responsibilities so that the position can be advertised in Chet contact. The council thanked John for his balanced and practical approach to the role.

11. Planning

Weekly planning applications and decisions made from both the Broads Authority and Broadland and South Norfolk Council are checked each week by the clerk for applications or decisions made within the Langley with Hardley Parish boundary. Results, including nil returns, are sent by e-mail to Parish Councillors on a weekly basis.

The Langley Cars application was discussed and Councillor Wheeler said that there was cause for concern in terms of safety in the way the vision splays* for the entrance driveway had been measured. It was agreed

the clerk would send an e-mail, drafted by Councillor Wheeler, asking further questions on how the vision splays were measured. Clerk to action.

**the word 'splays' refers to a drawn plan that visualises the angle and distance from which drivers emerging from an access road can see and be seen by drivers driving along the priority road.*

12. Highways

The Parish Council had received an e-mail from highways regarding reducing the height and thickness of the hedge at the bottom of Gentleman's Walk opposite the playground area so that cars entering/leaving Gentleman's Walk can see other cars turning in/driving along the road. Highways advice is that it is the responsibility of the landowner at they have offered to write to the landowner requesting this action. Clerk to ask highways to action on behalf of the Parish Council.

13. Finance

- To consider any grant applications received in accordance with Langley with Hardley PC Grant Awarding Policy – None.
- To receive the income and expenditure figure – Not available as Chair and Vice-Chair unable to access on-line banking at present.
- To agree payment of invoices and other expenses – None, all bought up to date in the Annual Parish Council meeting held immediately prior to this meeting.
- To note any monies received – Parish Precept half payment £4,225 on 27 April 2022.
- To consider the Internal Audit Report prepared by the Auditor – agree on course of action. Not available as bank statements needed to balance the cash book were unavailable.
- To note the Internal Audit Report 21/22 – will be brought forward to the next meeting on 13 September
- To consider and approve Section 1 (Annual Governance Statement 2021/22) of the Annual Return – The Annual return (AGAR) cannot be signed off until the Parish Council has been audited. An extension is available and Councillors agreed that an extension should be sought from PKF Littlejohn. Clerk to action.
- To consider and approve Section 2 (Accounting statements 2021/22) of the Annual Return - The Annual return (AGAR) cannot be signed off until the Parish Council has been audited. An extension is available and Councillors agreed that an extension should be sought from PKF Littlejohn. Clerk to action.
- To consider and approve certificate of exemption (Annual Governance Statement 2021/22) Part 2 – This cannot be agreed until the Parish Council has been audited. An extension is available and Councillors agreed that an extension should be sought from PKF Littlejohn. Clerk to action.

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

Cllr Kirkpatrick promoted Bee-Line and was reminded that the Parish Council have agreed to ask the grass cutting contractors not to mow in May, supporting the Norfolk County Council initiative of "No Mow May" to promote Bee-Line. It was agreed the clerk should procure some signs for the grass cutting contractors to put up in May along the lines of 'excuse the weeds we are helping the bees' to promote the strategy.

Cllr Kirkpatrick said that the bird hide is in need of repair.

Cllr Wheeler asked if the RoSPA Play area inspection had been booked for this year. The clerk said that it wasn't. The Chair asked the clerk to action, and at a reduced rate if possible. Clerk to action.

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

The clerk said that some of the Council's policies and procedures need a review and will be scheduled onto the next meeting. John Wheeler will update about the Jubilee Tree Scheme.

- 16. To consider the exclusion of the press and public under Local Government Act 1972, schedule 12A for exempt items containing confidential information.**

Agreed.

- 17. To agree the contract of employment for the new Parish Clerk**

The Parish Clerk stepped out of the room for this discussion. The contract was agreed and signed by the Clerk and the Chair.

- 18. To confirm date of the next Parish Council Meeting as Tuesday 13 September 2022 in Langley with Hardley Village Hall at 7.30 pm.**

Confirmed.

The meeting closed at 8.40pm.