

DOCKING PARISH COUNCIL – OCTOBER 2020

Clerk: Mrs Michelle Wroth

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1. Welcome by the Chair

2. Public Session – 5 members of the public attended the meeting

Sandra Howard stated that the Parish Council asked for volunteers to help construct a Neighbourhood Plan over a year ago, then support was asked again in the village survey whilst those that offered to help prior had not been contacted. Also, it was noted that the Neighbourhood Working Group did not have any members and no update on the agenda in September. Sandra asked if this would return.

Cllr Smith stated that the neighbourhood plan would be discussed further later in the meeting as it is included on the action plan.

Stuart Webb asked when the gully on the High Street would be cleared, he mentioned that the Parish Council had placed a note in the Docking Exchange about residents keeping hedges tidy and not over pavements/roads, where the gully is overgrown and encroaches the road.

The Clerk responded noting that this is NCC's responsibility and that they have been asked to clear, Clerk will chase Highways for an update.

3. Present: Cllr Smith, Cllr Meek, Cllr Andreae, Cllr Crompton, Cllr Harris, Cllr Waldie, Cllr Able, Cllr Wroth, Cllr Cooke
Apologies: N/A

4. To receive declaration of interests on agenda items – Cllr Andreae declared an interest on the planning application for Seefeld, Cllr Meek declared an interest in item 6.1 Docking Playing Field Pavilion.

5. Confirmation of the minutes, General Meeting 16th September 2021 – Cllr Meek made a statement regarding the accusations made against him during the public session. The correspondences he made were not made as a Cllr but made as Chairman of the Playing Field Committee with the backing of the committee. Minutes approved unanimously (Cllr Harris Proposed, Cllr Crompton seconded)

6. Agenda items

- 6.1 – Docking Playing Field Pavilion – The Parish Council had requested further details from Docking Rangers Football Club regarding the Business Plan which they had published in order for a decision to be made, these questions were responded to. Cllr Harris proposed that a letter of support be issued to the Football Club however the Football Club would need to continue the negotiations for this project with the Playing Field Committee Charity being the owners. Cllr Waldie seconded the proposal. Vote taken 8 in favour, 1 abstained from the vote. **Action – Clerk to issue letter of support and copy to the Playing Field Committee Charity, post on Facebook and arrange for it to be noted in the Docking Exchange.**
- 6.2 – Litter Bins around the village – Cllr Meek checks the litter bins weekly to ensure that they are locked and in a good condition. The bin located on Village Green 45 is likely to need replacing, Cllr Crompton asked why we have litter bins as it only encourages people to use them. He stated that Brancaster removed litter bins years ago and they do not have issues with litter. **Action – Clerk to contact Brancaster Parish Council to enquire about them not having litter bins and to report back to Council**
- 6.3 – Posts to be installed on Village Green Well Street to stop parking – Clerk had provided 3 quotes for different styles of posts which would stop Village Green 45 being parked on as cars are eroding the grass on Well Street. **Action – Clerk to look at if there are any restrictions with it being within the conservation area.**
- 6.4 – Dog Bin location – Clerk updated Council that Borough Council will not allow the bin to be located on Well Street as they do not feel it is safe for operatives to empty. Borough Council have stated that they feel the best place for the bin to be situated would be its original position on Pound Lane beside the wall within the area which has been created as a retaining wall. Clerk has contacted Fleur to ask if they can arrange for this to be included when they complete the roadworks. Fleur have stated that they are not sure there will be enough room and will come

back to Clerk once they have measured the area. **Action – Clerk to update Council once response received from Fleur.**

- 6.5 – NALC Representative – **Action – no information received prior to meeting carried to November**
- 6.6 – Parish Council Surgeries – 2 members of the public had asked on separate occasions about Cllrs holding surgeries where members of the public could meet to ask questions. Cllr Andreae stated that as no decisions can be made by individual Cllrs then this would create more work. Cllr Smith felt that this could put Cllrs in vulnerable positions and that what is said could be misinterpreted. Cllr Cooke said that the Parish Meetings are advertised, and members of the public are welcome to attend the meetings and ask questions. As Council acts as a Council not individual no further discussions on this matter will be made.
- 6.7 – Operation London Bridge – The policy had been updated as recommended by NALC **Action – small changes to be made and carried to November for approval**
- 6.8 – Donation to Docking Exchange for monthly space – As Council are using the Docking Exchange more frequently now to communicate with the Parish it was felt that they should contribute to the costs. Cllr Smith proposed that £50 is paid to cover the costs of articles to date. Cllr Harris seconded – all in favour.
- 6.9 – Tommy Figure for Village Green, Well Street – The figure has been received due to it being made of aluminium composite that the figure would only be placed out to celebrate remembrance Sunday rather than a permanent fixture. Cllr Meek and Cllr Able will look to install the figure on the Village Green 1st November and it will be taken down 22nd November.
- 6.10 – Christmas Tree and Lights for 2021 – Clerk to contact Salle and Fleur regarding Christmas Trees for 2021, Cllr Andreae proposed that the Parish Council purchase more lights for the trees within the Field of Dreams and an additional Christmas Tree, Cllr Smith seconded – all in favour
- 6.11 – Queens Platinum Jubilee Plans 2022 – Cllr Smith and Cllr Wroth organised a meeting for volunteers to come forward to create a village committee to organise plans to celebrate the Queens Platinum Jubilee. The Parish Council felt that this committee needed to lead by a member of the public. At the meeting Hugh Williams was voted to become Co-ordinator. Hugh attended the Parish Council meeting and the Chair invited him to provide Council with an update and maybe areas where he feels Council will be able to contribute. Hugh started by confirming that the festival will be held Sunday 5th June 2022 and there are different sites within the village which can be used. The playing field, village hall and the Church to name a few, Hugh felt that he saw the playing field as the central location and that the Playing Field Management Committee have offered the site and pavilion for free for the day. He mentioned that the newly formed committee have lots of ideas and will be meeting again in a few weeks to move forward. Financial support would be required however until the committee has met again at this stage it is not known. Hugh will provide Council with further updated in due course.
- 6.12 – Queens Platinum Jubilee Gift and how the village can mark the occasion – Cllr Smith started a discussion regarding whether the Council could provide the children of the Parish with a gift to celebrate the jubilee and the idea of ways that the village could have a permanent reminder. Cllr Smith suggested that Council should ask the school if they feel there would be any gift suitable for the children or maybe a piece of equipment which could be purchased to mark the occasion. Cllrs felt planting a tree would also be good to have a permanent reminder however a location for this needs further debate. **Actions – Clerk to contact the school and planting of tree moved to November meeting**
- 6.13 – Bulb planting for spring 2022 – Cllr Andreae started the discussion to mention that if Council were going to plant bulbs for next year, then they need to be planted in the coming weeks. In the past Rita has offered bulbs and Docking Angling Club had offered to contribute to flowers being planted around the village. Cllr Andreae proposed that Rita and Anglian Club be approached for bulbs, and these be planted on the verges along Sedgford Road, Cllr Smith seconded – all in favour **Action – Clerk to contact Rita and Angling Club**
- 6.14 – Review and update Parish Council Action Plan – Cllr Smith lead the review of the Action Plan with Village Survey results needing to be added **Action – carried to November**
- 6.15 – Adopt Complaints Procedure – NALC had recommended that Councils have a Complaint Procedure. Cllr Harris felt that it needed to be slightly clearer **Action – Cllr Smith to amend and carried to November for approval**
- 6.16 – Pond Project – CIL funding has been approved, Clerk contacted the contractor that provided a quote earlier in the year. Unfortunately, due to illness they are no longer able to carry out this work. **Action – Cllr Andreae has details of 2 contractors that she will approach for quotes and report back to Council.**

7. Clerk Update

- 7.1 - Paving slabs by wall Pound Lane; Fleur have confirmed that they have re-submitted plans since meeting with highways and the Conservation Office. Once approved the slabs will be removed and the retained area will be cobbled.
- 7.2 - Cage/Pound Restoration; the contractor has been contacted, Clerk and contractor to meet in February to discuss when this will begin which is likely to be Spring as the weather improves
- 7.3 – Progress on speeding meeting; a meeting has been arranged between the Parish Council, County Councillor Chenery, The Community Engagement Officer, Highways and Speed watch to discuss the ongoing problems the

village has with speeding and if additional measures can be put in place. This will take place Wednesday 17th November at 10am in the Pavilion.

8. Correspondences received where decision to be made

- 8.1 – Extending an allotment plot – The tenant of allotment 1 has asked whether they can have part of a grass area on the allotments for fruit cages. Cllr Smith proposed the extension, Cllr Wroth seconded – all in favour. **Action – Clerk to contact Allotment holder and ask for them to peg out the additional area and Cllr Able and Cllr Wroth will check and additional payment requested**

9. Delegated Decisions made during the month – via the agreed Delegated Decision protocol

9.1 – Planning applications

21/01849/F Variation of Condition, Pound Lane - APPROVE (5 in favour, 1 object, 3 responses not received)

21/00742/F Hazeldene – OBJECTION (1 in favour, 6 object, 2 responses not received)

21/01871/F Chalfont House - OBJECTION (1 in favour, 6 object, 2 responses not received)

10. Finance

- 10.1 To approve accounts for payment – all in favour (proposed Cllr Smith, Cllr Waldie seconded)

Name	Business	Gross
K and M (DD)	Streetlights Maintenance	29.06
Eon (DD)	Elec - September Charges	64.23
CGM (DD)	Grounds Maintenance for Month	97.67
Clerk (cheque)	Salary and Expenses – October	753.54
CGM (cheque)	Verge Cutting 2/9	49.20
NALC (cheque)	Charitable Trusts and Parish Councils course	97.20
TESCO MOBILE (DD)	Parish Council Mobile Charge	10.50
Norfolk Pensions (Bank Transfer)	Pension Contributions	157.18

- 10.2 – Bank Reconciliation at 30th September 2021 – Reserves at 14th October 2021 £20,044

11. Planning matters

- 11.1 – Planning Applications received – No applications received before agenda published

- 11.2 – Planning Applications received after agenda published

Ref. No	Address	Planning details	Parish Council Decision
21/02000/F	Seefeld, Station Road, Docking	Extension and alterations	Approve
21/02002/F	Oaklin, Little Lane, Docking	Two storey extensions to east and single storey extension to south and internal alterations	Approve

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

- Action Plan for Village Survey
- Maintenance Person update

13. Close at 20:50