

DOCKING PARISH COUNCIL – NOVEMBER 2021

Clerk: Mrs Michelle Wroth

Tel: 07591 514580

Email: [docking.council@gmail.com](mailto:docking.council@gmail.com)

1. Welcome by the Chair

2. Public Session – 3 members of the public were in attendance; 1 member spoke regarding item 8.1 on the agenda

3. Present: Cllr Harris, Cllr Wroth, Cllr Meek, Cllr Waldie, Cllr Cooke, Cllr Crompton, Cllr Able, County Cllr Chenery  
Apologies: Cllr Smith (isolating due to COVID19), Cllr Andreae

4. To receive declaration of interests on agenda items. - None

5. Confirmation of the minutes, General Meeting 21<sup>st</sup> October 2021 – Proposed by Cllr Waldie, Seconded by Cllr Able - All in favour

6. Agenda items

- 6.1 – Co-option of new Councillors – Three applications had been received for the two vacancies. A vote was taken by show of hands, Anthony Rout was co-opted for vacancy one and Keith Bennison was co-opted for vacancy two. Declarations of acceptance were signed.
- 6.2 – Adopting Standing Order – Small changes are required, item moved to December meeting
- 6.3 – Adopting Financial Regulations – Small changes are required, item moved to December meeting
- 6.4 – Overgrown allotment – after discussing how to clear the overgrown allotment as it is the responsibility of the Council **Action – Clerk to contact the maintenance contractor to see if he can help to clear the area, Cllr Wroth to contact Andrew Masters to see if he could help in anyway with a small tractor.**
- 6.5 – Operation London Bridge – Cllr Waldie proposed that the amended policy should be adopted, Cllr Meek seconded – all in favour decision carried
- 6.6 – Queens Platinum Jubilee Gift and how the village can mark the occasion – Clerk had contacted the school regarding providing the children or school with a gift to commemorate the Queens Platinum Jubilee next year. The school felt that if a rooted Christmas Tree which can be planted in the Field of Dreams that would be a lovely gesture and could be enjoyed for years to come. **Action - enquiries to see if large, rooted fir trees are available in June.**
- 6.7 – Bulb planting for spring 2022 – Bulbs that had been offered earlier in the year are no longer available, item to be discussed spring 2022
- 6.8 – Review and update Parish Council Action Plan – moved to December meeting
- 6.9 – Adopt Complaints Procedure – Cllr Meek proposed that the circulated policy be adopted by Council, Cllr Wroth seconded – all in favour decision carried
- 6.10 – Pond Project – moved to December agenda

7. Clerk Update

- 7.1 – Update from speeding meeting, an informal meeting took place Wednesday 17<sup>th</sup> November and was attended by Clerk to council, three Parish Councillors, the Police Engagement Officer Paula Gilluley, Sally Bettinson Highways Engineer and seven members of Speed-Watch.  
As the main roads through the village are known as Primary Main Distributors, the NCC policy states that these need to be unobstructed so traffic calming measure like speed bumps and pinch points cannot be installed. Due to this Paula stated that we need to continue a joint approach for speeding including the SAM2, speed watch and the mobile safety camera which does visit the village monthly. In August and September, it visited 6 roads and October 4.  
Due to the village being street lit additional 30mph repeater signs will not be installed, if repeaters were installed it would make the speed limit unenforceable. Sally did state that she could arrange for 30MPH roundels to be painted on the road at entry points. Sally will also arrange for the 'high risk' sign on Ringstead Road moved to Bircham Road to warn drivers of the crossroads.
- 7.2 – Maintenance Contractor – Currently the contractor has only been cutting the village green, he has been on 2 occasions to trim the verges at the bottom of Bradmere Lane however these had been cut. The Contractor has

requested to have a walk around the village with Clerk/Cllrs to be clear on the tasks which need to be completed over the coming months.

7.3 – Christmas Tree – Cllr Crompton and David Wroth have installed the Christmas Tree on the field of dreams. The Hill Group have now taken over the Pound Lane development, they have agreed to donate £200 to purchase additional lights for the area. Hill have stated that they will not provide any additional contributions after this donation.

7.4 – Councillor Grant Scheme – Cllr Sandell has forwarded details that a new Grant Scheme started 1<sup>st</sup> November where Community Groups can apply for £50-£1000. Clerk will add details to website, social media and the Docking Exchange. The Parish Council is not able to apply for grants under the eligibility of the scheme.

Cllr Chenery reminded Council that the deadline for the Partnership Scheme is approaching, he also confirmed that he would look to contribute 25% of the Councils share if required. He mentioned that this could be used to purchase another SAM2 machine, additional village Gateways, Roundels on the entry points to the village or additional 'high risk' signs for the crossroad on Sedgford Road. He also spoke about additional funds he has available which relate to the environment, this could include covering costs for planting trees or bulbs for verges. The deadline for the Partnership Scheme is 10<sup>th</sup> December.

#### 8. Correspondences received where decision to be made

8.1 – Email received on Fly-tipping on allotment – The allotment tenant explained that items had been left on his allotment and damage caused to his greenhouse, cold frames, and sheds. The Freezer and contents are still on his allotment and need removing. **Action – Clerk to contact Borough Councillor Sandel to ask is BCKLWN would remove the items or whether is the Parish Councils responsibility.**

8.2 – Email received about Neighbourhood Plan/Skills – email noted, no further action

#### 9. Delegated Decisions made during the month – NONE

#### 10. Finance

10.1 To approve accounts for payment. Cllr Harris proposed, Cllr Wroth seconded – all in favour decision carried

Name	Business	Gross
K and M (DD)	Streetlights Maintenance	29.06
Eon (DD)	Elec - October Charges	66.37
CGM (DD)	Grounds Maintenance for Month	97.67
Clerk (BACS)	Salary and Expenses – November	743.84
Keegan's Garden Maintenance (BACS)	August – October Charges	108.00
TESCO MOBILE (DD)	Parish Council Mobile Charge	10.50
Norfolk Pensions (Bank Transfer)	Pension Contributions	212.72

10.2 – Bank Reconciliation at 31<sup>st</sup> October 2021 – Reserves at 4<sup>th</sup> November 2021 £20,098 – balance noted

#### 11. Planning matters

##### 11.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision
21/02126/F	Pound Lane, Docking	Variation of Condition 16	Unable to comment as documents not accessible on the planning portal

11.2 – Planning Applications received after agenda published - none

#### 12. Items to be added to the following months agenda – None

#### 13. Close at 20:14

Proposed date of next meeting Thursday 16<sup>th</sup> December 2021