

OUTWELL PARISH COUNCIL

The 328th Extra Ordinary Meeting of the Parish Council was dealt with via emails and telephone calls - due to Covid – 19, this has prevented a meeting of Councillors, public and press being held.

The Village Cleaner has contacted the Clerk to say he is doing one hour early each morning of the week- i.e. that's 5 hours per week and he is sterilising the seats in the village centre and the bins.

There are no police or speedwatch updates.

On a proposal by Councillor Mrs Tara Rust - the minutes of the meeting held 3rd March 2020 were approved, these were seconded by Councillor Mrs. Jane Sutton.

2 The Chairman would like to propose that the Council should record its thanks and appreciation of the efforts of all those still working to meet the needs of our parishioners. These include those working at the health centre and our local pharmacy and also all those still working in local businesses to help to provide the goods and services local people need to get through the crisis we are all facing. We would also like to record our appreciation of the efforts of all those volunteers who are helping by doing the shopping and a variety of other tasks to help the most vulnerable members of our society. This proposal was passed unanimously.

3). The Clerk reported that on behalf of the Council she has kept everyone on social media informed of local amenities delivering necessities and also the updates from Borough Council and Norfolk County Council. She has also filled in postcards and distributed them in the village with her number on, so that anyone who needs help or advice can ring her. She also reported that Councillors Mrs Jane Sutton and Mrs Tara Rust and Dale Boyce have made themselves available to help. Several telephone numbers are available for everyone to get the support they need at this time. This will be on the agenda for next time.

4). Procedures as to how the Council is contacted with issues from the Parish.

Votes are a). Councillors can bring issues to the table on the meeting night? or

b). The Council should have it in written form with a name and address but kept anonymous? VOTE a). or b).

It should be noted that Council did agree before the March meeting that all relevant information should be given to the Parish Clerk before the agenda is published. Only those matters on the agenda can be discussed at the meeting.

Only two Councillors have clearly voted for options a or b. Entirely predictably 1 vote for each!. Every other Councillor who responded to the agenda expressed a view on this matter without casting a clear vote for one option or the other. The feeling is that most councillors felt both options should remain available. This needs further consideration so it will be on the agenda for the next virtual meeting.

5. To report matters arising from the minutes from Meeting held 3rd March 2020 - information only.

a). Safer Crossings - Nothing going forward at this time.

b). VE DAY celebrations - Cancelled. We did receive an email from Outwell Village Hall Committee requesting a donation. This to be deferred until the event goes ahead.

c). Response from NCC- about S38 lights – it was agreed that Council will see if money can be obtained from the developer for this facility.

d). Response received from BC Enforcement department- still no support- they have no evidence to support our allegations yet will not come and meet at the site to discuss this.

6. Matters raised for Agenda.

a). BCKL&WN- have sent 1 Notification of New Property Address and address change - copy was sent to all Councillor's.

b). Many emails received from different associations informing Council how to work with them during the Covid 19 pandemic. All services still running at this time following government guidelines.

c). NALC subscription- It was proposed by Councillor Jill Gooch and seconded by Councillor Dale Boyce that we continue the subscription to Nalc- this was unanimously agreed by those that responded.

7. Neighbourhood Planning- no updates.

8. REPORTS-

- Beupre School was closed on Friday 20th March due to the government guidelines.
- No updates on the Cemetery. Councillor Sutton reported as follows: On my daily permitted exercise I have walked past the cemetery and have to say that CGM are doing a great job so far.
- No report from the Playing Field and Village Hall Committee.

- To receive the report from the Planning working party - report circulated before meeting. Applications are still coming through - responses are taking more time.
- To receive the report from the Allotment Working Party - Councillor Mr. Dale Boyce have you seen Mr. Clifton and have you anything to report on the situation and location of the allotment on the Common? *Councillor Boyce has replied as follows "I have not met with Mr Clifton under the circumstances but have spoken to him on the telephone and when we consider it is safe to do so I will collect and photocopy the relevant RPA maps."*

9). FINANCE -

- February's Accounts were checked by the Chairman. Acceptance of the accounts was proposed by Councillor Sutton and seconded by Councillor Gooch. The proposal was passed.
- Agree to sign cheques and approve payments - copy of payments were are attached to the agenda.
- Variance Update for February- copy sent to all Councillors.
- BulleyDavy are the accountants that ensure the Clerk's salary is accounted for.
- Council have transferred their electricity supplier to Haven- from Eon on 23rd March 2020.

Payments for APRIL 2020 to be Authorised

Payee	Goods	VAT	Total	Ref	Supplier/ Service
Debbie Newton	506.00	0.00	506.00	DD	Clerk Wages
Mr Ellington	224.10	0.00	224.10	Apr-01	Village cleaner - Mar 27 hrs
Plusnet	20.94	0.00	20.94	Apr-02	BT Telephone/broadband March
1and1	8.99	1.80	10.79	Apr-03	Web Site monthly subscription
K & M Lighting	91.35	18.27	109.62	Apr-04	Streetlight 1.3.20-31.3.20
Crown Lodge	16.67	3.33	20.00	Apr-05	March Meeting Room cost
Viking	42.48	8.50	50.98	Apr-06	Print Cartridges for new Printer
NALC	369.18	0.00	369.18	Apr-07	Subscription for 2020/21
BullyDavey	54.00	10.80	64.80	Apr-08	Maintenance of PAYE
Mrs Nicholas	1500.00	0.00	1500.00	Jun-80	1/2 yearly land rent- Common
Eon	197.43	39.49	236.92	DD	electricity uptil 21.3.2020
Haven	81.33	15.75	97.08	DD	electricity 21.3.20-31.03.20

3112.47 97.94 3210.41

10. To receive the report from the Village and Highways Working Party-

Councillor Boyce has reported that there is a very large cast iron grill, approx' 4' x 2', laying on the river bank Outwell side of Mullicourt Road, It appears to have been removed from an inspection point and not replaced.

11. Parish Partnership 2020- NCC have written to say decisions on Sam2 Cameras have been delayed but will inform Council as soon as a decision has been made.

12. To receive any updates on the Rights of Way in the Parish- Councillor Ms Sarah Arden – need to ensure adequate signage for all Public access and also ensure that they are all clear.

13. There is no report from County Councillor Mr. Harry Humphrey.

Borough Councillor Mr. Chris Croft's report-

All Borough council meetings have been cancelled until April 30th 2020 when the situation will be reviewed. Where it is possible staff are working from home. It will mean that planning applications will take longer for a decision. Borough Council are looking to holding meetings via video conferencing if it becomes necessary, but its early days and clearly some members might struggle with technology. Waste collections have been a concern. Council has received a copy of the letter about the latest situation from their manager.

14. Outwell Parish Council Web Site is updated monthly.

15. The next meeting of the Parish Council is scheduled for Tuesday 5th May 2020, at 7pm at The Crown Lodge Meeting Room. As things stand at present it is extremely unlikely that this meeting will be able to take place as normal. The Council will need to conduct its business as well as it is able using remote communication. To facilitate this it would be very helpful for the Parish Clerk to have as much information regarding potential means of communication as possible. Specifically we would like to know:

- a) Whether councillors have a "smart phone". Please ensure that the Clerk has your current mobile phone number.
- b) Whether councillors have access to a computer and/or a tablet. Please make sure that the Clerk has your current email address.
- c) What software do you have and how comfortable are you in using it? Specifically which if any of the following do you have and are you happy to use it as a means of communication.
 - i. Whatsapp
 - ii. Facetime
 - iii. Zoom

d) Do you have any other suggestions as to how we can communicate with each other?

Councillors who have responded to the agenda are happy to continue trying to conduct the Council's business using email and telephone. Since no other suggestions have been forthcoming we will continue to do this for the May virtual meeting.

16. To consider agenda items for the next meeting – 05.05.2020.

Please remember we cannot discuss items that are not on the agenda. Councillors wishing to put items on the agenda must notify Debbie by Wednesday 30th April.

At the AGM we need to elect Council officers. To simplify the process we would like to assume that all Councillors are willing to carry on with their existing responsibilities if they are nominated and elected. If you are not willing to do this or would like to be considered for a different role please notify the Clerk as soon as possible. It is particularly important that if you want to be considered as a possible chair or vice-chair you should advise the Clerk ASAP.

All Councillors responding to the agenda have indicated that they are willing to continue with their existing duties. Councillor Fred Keer is prepared to carry on as Chairman if there are no other candidates and Councillor Boyce has said he is willing to continue as vice-chair.

Councillor Sutton also reported "I have also noticed that the private Robyn's Nest sign and post box have still not been removed and replaced with a highways road sign for Baldwins Drove. (I realise this may be due to the restrictions but just want it noted so we can get back onto it once we are out of lockdown)"
The continuing saga of Robyns Nest on the agenda for next meeting.

The responses from the agenda sent were put into minutes on 28th April 2020.

Signed as a true Record by the Chairman on a proposer and seconder at the next remote meeting.

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Date:.....

