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**Minutes of the West Acre Parish Council Meeting**

**held at 6:00pm on 26th September 2022 at West Acre Village Hall**

**Present**

**Parish Councillors:**

Cllr Eoghan Sheils (Chair),

Cllr Ralph Sliwa,

Cllr Jeremy Cameron

Cllr Lucy Birkbeck

Clerk David Williams

two residents

Item 1 **Apologies for absence**

* There were apologies from Cllr Ernest Heatley, Cllr Peter Wilson, and Cllr J Moriarty Norfolk County & KL&WN Borough Councils

Item 2 **Declarations of interest (under the West Norfolk Borough Council Code of Conduct) and any requests for dispensation**

* There were no declarations
* There were no requests for dispensation.
* The Clerk checked and only two forms were submitted up to date. The Chair and Vice Chair had sent in their Declaration of Interest forms to the Borough Council. The Clerk will email out a form and request those Councillors who haven’t completed the form do so.

It was at this point the Chair after seeking approval from those Councillors present moved Item 11 on the agenda forward.

Item 11 **To receive an update from Mr A Birkbeck and Mr T Woolford**

* Alec and Tom had placed several plans of the areas for discussion around the room. The Chair commented that it was disappointing not to see more of the residents present at the meeting. Yet it did afford the Councillors present time to scrutinise the plans and have the plans explained to them in terms of repurposing farm buildings. Longer term Taproom proposals were described to the Councillors. The Chair expressed the view that the potential additional buildings/structures, once completed, could act as a good noise buffer to the outdoor tap room terrace. There was a discussion around 150 vehicle movements. The Chair stated it was important to get clarity around number of vehicles attending the Brewery / Tap Room. There was some discussion as to how numbers could be controlled – in particular at special events such as around Octoberfest. There was also a conversation around how the Parish Council were acting as a conduit for residents’ concerns and this needed to be made understood in terms of the objection to the temporary planning application. The Chair in consultation with Councillors would be submitting a further response to the retrospective planning application for the brewery following the meeting with Brewery. The Clerk would forward round details of the applications and the date of the planning committee at which a final decision will be made. The Chair thanked Alec & Tom for their presentation.
* Item 3 **To confirm that the public will be invited to comment on any agenda items at the discretion of the Chairman. All comments regarding matters under discussion must be addressed to the Chairman and must be made politely, be as brief as possible and finish when requested by the Chairman.**
* The Chair informed the meeting that the Parish Council will listen to residents, and they can speak during the meeting.
* Only two residents present.
* The Chair informed the meeting that Mrs Lucy Birkbeck had taken up a vacant Councillor position. The Clerk to arrange new Councillor training for all Councillors. To be discussed at the next meeting regarding preferred times and dates.

Item 4 **Approval of the minutes of the Council meeting**

* The minutes, for the 23rd of May 2022 and 11th of July 2022 meetings were presented and approved as true record. Cllr Moriarty’s name was missed off.

**Proposed Cllr Sheils and Seconded Cllr Sliwa all agreed.**

Item 5 **Actions arising from the above meeting not covered in this agenda.**

* SAM2 speed sign to be discussed at next meeting. Councillor Sliwa reminded that Terry has been changing the battery and generally managing the sign – Clerk to contact Terry to get an update on how things stand from his point of view.

Item 6 **To receive an update from Borough / County Council matters (Cllr J Moriarty)**

Cllr Moriarty was not present and had submitted a written report which the Clerk read out.

Please accept my apologies and forward the following to councillors.

1. The borough council is holding a series of roadshows to help people make sure they don’t pay more than they need to stay warm.

The ‘Beat your Bills’ roadshows will be held in Hunstanton, Downham Market and King’s Lynn.

The three roadshow events are as follows:

• Hunstanton: Friday 30 September at The Spinney 9am-5pm

• Downham Market: Friday 7 October on the High Street next to Boots 9am-5pm

• King’s Lynn: Friday 14 October on the marketplace 9am-5pm

The council team have organised these events to give advice about managing energy usage and bills but can also give advice if people have questions about other bills.

I am told the council is also looking to bring forward an ongoing range of other initiatives to support west Norfolk communities who have been impacted by the rising cost of living. More information will follow.

2. Free food sessions to help King’s Lynn residents trying to make ends meet, due to increasing food costs, have returned. Lily, a service that is owned and managed by the Borough Council of King’s Lynn & West Norfolk, is organising the interactive sessions with partners Freebridge Housing Association and the College of West Anglia from external funding received from The East Coast Community Fund. ‘Food for thought’ sessions are held most Fridays between 9:30am and 11:30am at North Lynn’s Discovery Centre to help residents cook healthy and nutritious meals on a budget as well as tasting sessions and blind taste tests, comparing alternatives to some of the costly big brands. West Norfolk residents are able to take away skills that help them cook on a budget, find cheaper supermarket swaps, batch cook, make healthy “fake-away” meals and learn how to make meals go further. Free sessions take place on the following Fridays from 9.30am to 11.30am. There’s no need to book in advance, just turn up.

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o 23/9/22 - Lunches

o 30/9/22 - Dinners

o 7/10/22 - Homemade snacks

o 14/10/22 - Nutritional content

o 4/11/22 - Supermarket swaps

o 11/11/22 - Batch cooking

o 18/11/22 - Dietary alternatives

o 25/11/22 - Low calorie cooking

o 2/12/22 - Low-cost desserts

o 9/12/22 - Fake-away meals

o 16/12/22 - Seasonal savings

For more information please either email asklily@west-norfolk.gov.uk or telephone Lily on 01553 616200.

3. Food Waste. Thought I should share the following. A few weeks ago I happened to open my black bin just before it was emptied and was rather angry to find my food waste had been emptied into the top of it. What is the point of residents taking the time and effort to collect their food waste separately, just to see it go in the black bin after all? After more than two weeks of waiting for an apology and remedy I have been told that Serco emptied the food into the top of my black bin, then moved the black bin 10 yards to the edge of the road and then took the food waste out again! Of course, that is absolute rubbish, easier to carry the food caddy those 10 yards. Remembering this is the SERCO who have yet to fulfil some of the terms of their contract such as battery collections and are seeking to renegotiate as they want more money even though the contract is barely two years old. If anyone finds their food waste going into their black bin, please let me know. They take us for mugs, and I am not letting up on this one.

Regards and thanks Cllr Moriarty.

Item 7 **Finance –** To approve payments as per schedule presented**.**

**Payments for 16 June 2022 to 30 September 2022**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Date | Payee | Description | Transaction | Net £ | VAT £ | Gross £ | Receipt £ |
| 29.09.2022 | David Williams | Op London items | BACS | 71.1 | 17.77 | 88.87 | 0 |
| 29.09.2022 | Clerks’ wages | Jan 22 to Sept 22 | BACS | 0 | 0 | 1043.2 | 0 |
| 03.10.2022 | Making Marks Ltd | Invoice MM C163A | BACS | 248 | 62 | 310 | 0 |
| 16.06.2022 | Village Hall | Hire for meeting | Cheque | 0 | 0 | 5.25 | 0 |
| Total payments for June 22 to September 2022 | | | | **319.1** | **79.77** | **1447.32** | **0** |

**Proposes Councillor Sliwa Seconded Councillor Birkbeck**

* The Parish Council monies held in the **Community Account** £2150.80 and in the **Business Premium Account** £2503.15 **a Total of** £4653.95
* Online bank was up and running.
* The end of year Annual Governance Audit Return (AGAR) had been submitted.

Item 8 **Highway matters-to receive update**

* The Chair had no update for the Parish Council.

Item 9 **Discussion on Cost-of-Living Crisis.**

* The Chair stated the Parish Council produced a newsletter focusing on the cost of living some months ago, which was well received. There could other information which might follow on from Cllr Moriarty’s report. There was further help in the pipeline from Norfolk County Council.

Item 10 **Discussion on village hotspot during extreme weather in winter**

* The village hall could be used as a hotspot. Councillor Birkbeck thought the Theatre might be an alternative. Councillor Sliwa stated he had approached the Theatre but not heard back. Informing the Parish Council. The Village Hall Committee had met, and it was accepted in principle if there was a need further planning would be required. Councillor Cameron stated it was difficult to plan given the unknowns. It was agreed the Parish Council should wait and maybe to announce the intensions of the village amenities looking to be hot spots. The next newsletter could confirm this and have a short survey, to evaluate the need. The Chair thought if there was a need then the Parish Council should decide to add some financial support. What form that takes is hard to determine now.

Item 12 **Planning Matters to receive any update or clarification regarding current planning applications in the village**.

* There were no new applications at this meeting.

Item 13. **To invite requests from the public to propose items for the next Parish Council meeting. [These may be addressed to any Parish Councillor or the Clerk at any time before the agenda of the next meeting is published].**

* Mrs Sally Bailey raised the issue of effluent being discharged into the Nar. The Chair and Mrs Bailey discussed the issue and there seemed no enforcement action had taken place by the EA, and this was very disappointing.

14. **To receive Councillors’ issues and or village matters**

* There were no matters to be discussed.
* The clerk informed the meeting that all matters had to be sent to the Clerk by seven days prior to the meeting if they wanted them included in the agenda.

Item 13 **Date and Time of the next meeting.**

* The next meeting will be **Monday 21st November 2022** at 6pm in West Acre Village Hall.

The Chair thanked everyone for attending. The meeting closed 7:49 pm