

BIRCHAM PARISH COUNCIL

Minutes of the meeting of Full Council on Wednesday 12th January 2022. The Meeting was held at 7.30 in Bircham Social Club.

Present: Cllrs G Daniels (Chairman), T Clark, D Howell, R Hutchinson, B Mele, C Morley, M Sargent.

Also present, Simon Bower (Clerk) and one Member of the Public.

Meeting started at 7.32pm

1. Declarations of Interest (22/001)

- a) There were no declarations of interest.

2. Apologies for Absence (22/002)

- a) There was an apology for absence from Cllr Royall¹.

3. Co-option of Councillor (22/003)

- a) One applicant had asked to be considered for co-option to Council. Mr Hugh Rayner spoke of his desire to "do his bit" as he was enjoying life in the Village more and more. Council agreed to co-opt Hugh Rayner to fill one of the remaining two seats.

Prop: Cllr Howell; 2nd: Cllr Sargent; unanimous

Cllr Rayner read and signed the Acceptance of Office, and duly took his seat.

4. Chairman's welcome and announcements (22/004)

- a) The Chair having welcomed those present and wished all a Happy New Year at the start of the meeting, there were no further matters raised.

5. Minutes (22/005)

- a) The minutes of the Ordinary meeting held on 10th November 2021, having been previously circulated, were accepted as a true record and duly signed.
- b) The minutes of the Extraordinary meeting held on 15th December 2021, having been previously circulated, were accepted as a true record and duly signed.
- c) There were no matters arising from the above minutes.

6. Public Participation (22/006)

- a) There were no questions or comments from the Public.

¹ Apologies were received from Cllr French, but were not seen prior to the meeting.

Signed:

(Chairman) Date: 9/2/22

7. Reports (22/007)

- a) Bircham in Bloom – A meeting taking place on 13th January at which areas would be agreed. Chairman Chris Fellowes to report to Council in due course. Cllr Morley reminded the Team of the funding available.
- b) County Councillor – No report
- c) Borough Councillor – Cllr Morley noted there was not much to report from Borough.
- d) Clerk – No report

8. Planning (22/008)

- a) No planning applications had been received.

9. Finance (22/009)

- a) Financial Report – The Clerk noted that expenditure to the end of 2021 appeared in the minutes of the December meeting in the budgeting item.
- b) Expenditure, as listed in the public pack, was agreed, this being the Eon Direct Debit and collated salary payments of £410.28.
Prop: Cllr Mele; 2nd: Cllr Clark; unanimous
- c) The draft budget for 2022/23 considered in December was formally agreed by consensus, with a £500 reduction from the Playing Field Maintenance heading². This totalled £20,420. There was at this point an extensive discussion on street lighting – this was referred to the Project Group.
- d) There was a lengthy discussion of the precept, with each Cllr having chance to present their preferred option, with the financial implications being immediately available. Points raised included the lack of a rise last year, percentages not always being an effective measure when dealing with relatively small sums, concern over affordability for those on low incomes, the need for increased spending to cover increased activity, the decline in reserves in previous years due to spending exceeding income and the requirements and ideal level of reserves. It was also noted that CIL income, and a payment relating to 2021/22 Parish Partnership Scheme may be forthcoming, but as these were not certain, they could not realistically be regarded as income until confirmed.

A proposal for an increase of 50p pw³ was made.

Prop: Cllr Morley; 2nd: Cllr Daniels; 3-4 failed

A further proposal for an increase of 40p pw was similarly defeated.

Prop: Cllr Sargent; 2nd: Cllr Howell; 3-4 failed

A proposal for an increase of 45p pw in the precept for 2022/23 was agreed by Council⁴, rounded to £16,800.

Prop: Cllr Daniels; 2nd: Cllr Morley; 6-1 agreed

² See details below.

³ All figures based on a Band D property.

⁴ See detailed figures below.

Signed:

(Chairman) Date: 9/2/22

10. Highways (22/010)

- a) There were no reports on Highways matters

11. Delegated decisions (22/011)

- a) There had been no delegated decisions.

12. Other items for consideration (22/012)

- a) The purchase of two dog bins for the Pond and Crow Lane was confirmed without objection.
- b) The purchase of pads for the defibrillator, and other necessary ancillary supplies was agreed without objection. Training was discussed.

13. Other items for discussion (22/013)

- a) There was discussion around the celebration of HM The Queen's Platinum Jubilee. Social Club were to consider this; Church holding a Service. There was consensus that the Clerk should write to Groups (with Cllrs providing contact details) suggesting a co-ordinated response, possibly a rolling programme on one day.

14. Correspondence (22/014)

- a) Two items of correspondence from residents were read. One referred to the gradient of the new entrance to the Playing Field – it was noted that this has been commented on at the December meeting as being an improvement, which may not fully meet disability criteria, there being an alternative access. The second related to car parking at the Social Club. This was referred to the Club via Cllr Howell as not a PC matter. Clerk to reply.

Meeting ended at 9.15pm

Next meeting – February 9th, 2022

Precept

£0.45 pw increase in Band D agreed

This gives a 49.4% increase in the precept to £16,796.13, rounded to £16,800

Predicted reserves at and 2022-23: £12,748.52

Signed:

(Chairman) Date: 9/2/22

Budget

Budget Headings	Budget 2021-22	Budget 2022-23
Churchyard Donation	£400.00	£400.00
Clerk Professional Development	£75.00	£100.00
Clerk Salary	£3,000.00	£6,405.00
Cllr Professional Development	£100.00	£150.00
Community Car Scheme	£300.00	£250.00
Defibrillator	£250.00	£150.00
Dog Bins	£250.00	£300.00
Donations	£250.00	£100.00
Elections	£0.00	£0.00
Audit Internal and External	£90.00	£150.00
Maintenance	£1,000.00	£1,000.00
HMRC Payroll Services	£120.00	£150.00
Insurance Aviva (3 year agreement)	£900.00	£1,000.00
In Bloom	£100.00	£800.00
Newsletter	£100.00	£100.00
Norfolk ALC, SLCC	£250.00	£225.00
Meeting Room Hire/Zoom	£250.00	£250.00
Office Expenses incl IT	£720.00	£1,000.00
Playingfield Maintenance	£2,000.00	£1,750.00
Playingfield Rent	£600.00	£600.00
Pond Maintenance	£250.00	£250.00
Parish Partnership (50%)	£4,000.00	£2,800.00
Safety Inspection (ROSPA)	£95.00	£90.00
Social Club (PO and Lib)	£0.00	£400.00
Streetlight Maintenance	£100.00	£100.00
Streetlights Power	£750.00	£900.00
Events - Jubilee	£0.00	£1,000.00
TOTAL	£16,950.00	£20,420.00

Signed:

(Chairman) Date: 9/2/22