

**Minutes of the Meeting of Lessingham Parish Council held on Tuesday 14th
November 2023 at 7.30pm at Lessingham Village Hall**

Present: Peter Peruzzi (Chairman)
Sue Allen
Jennifer Boardman
Catherine Moore, Parish Clerk

Also present: County Councillor Richard Price.

1. Apologies for Absence

Apologies for absence were received from James Holden. After the meeting, apologies were received from Andrew Cull.

2. Declaration of Interest for items on the agenda

None.

3. Co-option of Parish Councillor

The Council still had one vacancy following the election together with the second vacancy following a resignation. There had been no applications for co-option.

Councillors were asked to speak with anyone who might be interested. **ACTION: All**

4. Minutes of the meeting held on Tuesday 12th September 2023

The minutes of the last meeting were **agreed**, proposed by Jeni Boardman, seconded by Sue Allen, all in favour, and were signed by the Chairman.

5. Matters Arising from the Minutes

a) Defibrillator - Update

Jeni Boardman noted that there was nothing new to report. There didn't seem to be any grant funding available to purchase this. Sue Allen was looking into offering CPR training at the lifeboat house at Cart Gap.

b) Environment Agency Sea Defence Works

Richard Price reported that an Environment Agency representative was going to call the Chairman to discuss this, although this had not yet happened. The right tidal level and sand movement was required for a site visit to take place. Richard Price would follow this up if no contact was made.

It was noted that the EA 'No Parking' sign had been cut down and needed replacing.

6. Public Forum

a) Public

None.

b) District Councillor

Luke Paterson was not present.

c) County Councillor

Richard Price reported that contact would be made by Hickling Parish Council regarding the SAM2 camera, Peter would deal with this.

The budget for 2024/5 was being considered, the funding gap had been reduced from £60M to £24M with more work to do. The County Deal was still being considered although it did come with pitfalls.

Richard had been supporting the flood response within his local parishes, some of which was particularly bad.

7. Planning

a) New Applications None.

b) Applications considered between meetings None.

c) Decisions None.

8. Finance

a) Finances 2023/24 To Date

The accounts were noted. Since the last meeting the following had been received:

- Precept - £2,245
- Bank Interest - £23.72

b) Appointment of Internal Auditor

It was **agreed** to appoint Kerrie Wilton as Internal Auditor at a cost of £100, proposed by Jeni Boardman, seconded by Sue Allen, all in favour. **ACTION: Clerk**

c) Payments

It was **agreed** to pay the following, proposed by Peter Peruzzi, seconded by Jeni Boardman, all in favour:-

C Moore	Salary September – October 2023	£306.90
HMRC	PAYE September – October 2023	£76.60
C Moore	Expenses (phone box glass; WFH)	£148.36
North Norfolk District Council	Uncontested Election Charges	£50.62

9. Correspondence

a) General Correspondence None.

10. Other Matters

a) Dog Waste / Litter Bins

Jeni Boardman put forward suggestions for bins in Eccles-on-Sea. James Holden had also put forward two locations. It was **agreed** to look at budgeting for two bins (installation and emptying), one at the Bush Estate (Duffields Gap) and one at Lessingham Village Hall, proposed by Jeni Boardman, seconded by Sue Allen, all in favour.

b) To Adopt / Review Policy Documents

The following policy documents were **agreed**, proposed by Peter Peruzzi, seconded by Sue Allen, all in favour **ACTION: Clerk**

- Co-option Policy
- Bullying and Harassment (Dignity at Work) Policy
- Equal Opportunities Policy
- Retention of Records Policy
- Filming at Meetings Policy
- Financial Regulations
- Freedom of Information Model Publication Guide

- Health and Safety Policy
- Press and Media Policy
- Training and Development Policy

c) Draft Budget and Precept 2024/25

The Clerk presented the draft budget. The Village Hall grant was removed as this had not been required for the past two years. It was **agreed** to set the precept at £5,106, Band D £22.22, 13.31% increase, proposed by Peter Peruzzi, seconded by Sue Allen, all in favour.

ACTION: Clerk

d) Councillor Portfolios and Risk Assessments

Peter Peruzzi reported that he had sent the documentation to James Holden but had not heard anything back. Peter would forward the documentation to councillors, with electronic copies of the documents.

ACTION: PP

e) Meeting Dates 2024

The meeting dates were **agreed**, proposed by Peter Peruzzi, seconded by Jeni Boardman, all in favour.

11. Reports from Councillors

James Holden had sent a report noting that there were a number of potholes, the Clerk would follow these up.

ACTION: Clerk

James Holden had noted that there were problems with dog fouling on the footpath, it was suggested that these needed to be evidenced and forwarded to North Norfolk District Council for prosecution.

Peter Peruzzi noted that there had been complaints about drainage on the Bush Estate, with surface water run off going into sewer pipes causing problems with sewage drainage. Anglian Water had been asked whether the pumping station had been turned off, which they had stated it had not been. The sewers were not large enough to cope with the unprecedented amounts of rainfall.

12. Date of Next Meeting

The next meeting would take place on **Tuesday 9th January 2024** at 7.30pm at Lessingham Village Hall.

The meeting closed at 8.25pm.

CHAIRMAN