

Acle Parish Council

Meeting Date: Monday, 28th April 2025

Venue: Acle Methodist Church
at 7.00p.m.

PRESENT:

Chairman: Jamie Pizey

Councillors: Sally Aldridge, Tim Brown, Jackie Clover, Indra Goodson, Wendy Kenny, Richard Powell, Jess Royal and David Stephenson.

Also Parish Clerk Pauline James and Deputy Clerk Fiona Richardson.

There were seven members of the public present. Matters raised included concerns about the planning application for the former police station.

1 APOLOGIES

Sarah Carter, Barry Coveley and Tony Hemmingway.

2 DECLARATIONS OF INTEREST

Jackie Clover and Jamie Pizey - Trustees of Acle Recreation Centre

Jamie Pizey – a payment to his daughter included in employment costs

David Stephenson – his wife works at the Pre-School

3 MINUTES

The minutes of the meetings of 31st March and 7th April 2025 were agreed to be correct, and were signed by Jamie Pizey, as Chairman of the Parish Council.

4 ACLE RECREATION CENTRE

- 4.1 Trustee Barry Brooks gave a short **report**. The cost of insurance has increased. There are no available grants for repairs to the all-weather pitch. The Outdoor Bowls club has re-started. The Trustees have met with Broadland District Council to discuss BDC's rent of the car park as a shoppers' car park. (The current lease has ended.)

5 CLERKS' REPORT

The parish clerk had circulated a report to all the councillors in advance of the meeting and will post a public version on the website. The contents of the report were noted and adopted. A public copy is appended to these minutes.

5.1 New Cemetery:

Simon's Landscaping have flailed, levelled, and seeded the cemetery with a grass/wildflower mix. They have also excavated the turning area for hearses, along with the space at the front of the cemetery and the parking bay. The site is now ready for hardcore to be added when the works are done on the track.

Norfolk County Council have approved the application for the temporary closure of the public footpath. The contractor has scheduled the remaining work for the week commencing 27th May, weather permitting. The deputy clerk has contacted the residents who will be affected by the closure of the track for the duration of the works. The councillors welcomed the news that works on the new cemetery had started.

5.2 Brian Grint Centre and Retail Unit:

- 5.2.1 **Shutter door** – after some discussion it was agreed to replace the faulty door shutter, with a galvanised shutter, at a cost of £1,425 + VAT.

5.3 Folly Tree House:

- 5.3.1 **Unit 1** – the tenant is hoping to assign the lease. This was discussed further in a private session at the end of the meeting.

- 5.3.2 **Unit 2** – the tenants are hoping to assign the lease. This was discussed further in a private session at the end of the meeting.

- 5.4 **Public Toilets:** The clerk has submitted the end of year report to Broadland District Council, as required. It was **noted** that the Parish Council continues to subsidise the cost of the public toilets.

5.5 Replacement Fletcher Room Community Building:

- 5.5.1 The date for the determination of the planning application is expected to be 16th May.

- 5.5.2 The planning consultant, Alan Irvine, has found a cheaper option for the Biodiversity Net Gain Credit, (whereby a 110% replacement has to be made for the land being taken up by the new building). A part-credit can be purchased for £600 plus VAT for an off-site credit, rather than a cost of a minimum of £5,000 for a sedum roof. This was agreed.

- 5.5.3 The assistant clerk continues to work with the Council's solicitor to negotiate the terms of the reversionary ground lease for the building. The remaining issue is that permission would be needed from Norfolk County Council to rent the building to any group other than those named on the lease.

- 5.5.4 The Parish Council will need to pay 50% of the construction cost once planning permission has been obtained. In order to pay for the next stage of the new Fletcher Room building, being about £165,000 + VAT, it was agreed to cash in the government stocks and to withdraw £100,000 from the BDC parish investment. The assistant clerk will enquire about applying for a loan from the Public Works Board, to find out the current timescale for loans.

It was agreed that this next instalment of the payment for the new building could be made once planning permission has been granted, and the ground lease signed. This is hoped to be on or shortly after 16th May. The clerks will update the councillors on progress.

5.6 **Youth club:**

A comprehensive report was received from MAP, the youth club provider. It was agreed to continue to advertise the youth club locally.

5.7 **The 80th anniversary of VE Day and VJ Day:**

An event is being organised for Thursday, 8th May from 2-6pm in the Methodist meeting room. Sally Aldridge has applied for grant funding for the event.

Summer Markets:

It was agreed not to organise a market this year.

5.8 **Proposed general operative role:**

Rick Goodley confirmed that he would like to increase his hours to include the role discussed previously as General Operative. It is proposed to begin to add tasks to his job description, expected to be an additional 4 hours per week, to begin with.

5.9 **Age Uk** have requested a donation. It was agreed to give a donation of £50.

5.10 Following the resignation of district councillor, Lana Hemsall, there will be a **by-election** on 15th May.

5.11 BDC have asked for support for their proposal to confirm their Public Spaces Protection Order which requires dog owners to pick up after their dogs on any open space in the district. This was supported.

5.10 A complaint had been received about the increase in the precept and the amount of the clerks' salaries. The clerk sent a reply and no further correspondence has been received. The complaint is now considered to be closed.

5.11 Letters from Vernon Cumpstey and John Harriss were read out, thanking the Council for their Freedom of the Parish awards.

6 **PLANNING**

6.1.1 **Former police station** – demolition of former police station and erection of 6 detached dwellings and associated garages (2025/1084). The councillors objected to the plans including over-development of the site, being in front of the building line for the adjacent dwelling, lack of amenity for some of the plots, concerns about the protection of nearby trees, concerns about possible asbestos in the old building and questions as to whether the proposed garages were wide enough for modern cars.

6.1.2 **Church View, 2 The Street** - T1 Beech - crown lift to a height of 5-6m. Reduce extremities of tree by around 1.5m in order to reduce wind loading and create a more uniform shape to the crown. Only branches extending from the general drip line of the crown due to phototropic growth to be reduced. Current height roughly 22m and crown spread 25m. Work to be carried out in order to alleviate impact on surrounding gardens and to alleviate wind loading on compromised roots due to presence of *Meripilus giganteus*. (2025/1166). This was noted.

6.2 **Plans were received between meetings for 4 Habgood Close** - Front extension to form kitchen and covering over rear patio area to form orangery as well as minor alterations to windows and doors 2025/0917. The councillors had no objections to the plans.

6.3 **Decisions by Broadland District Council:**

6.3.1 **Thurne Cottage, 37 Damgate Lane** – garage and porch conversion (2025/0669). Permission granted.

6.3.2 **Redlands, Bridewell Lane** – erection of new fencing (2025/0627). The application was withdrawn by the applicant.

7 **REVIEW OF ACLE’S NEIGHBOURHOOD PLAN**

The Steering Group has begun to discuss the wording of the proposed policies. The final Housing Needs Assessment has been received. The next meeting is 14th May.

8.1 **FINANCE REPORT**

The finance report had been shared with all councillors in advance of the meeting:

Receipts:		£
42 The Street	Rent	964.00
44 The Street	Rent	625.00
Broadland DC	Lottery for foodbank	17.50
Broadland DC	CIL money	12,364.42
Broadland DC	First half precept	81,711.00
HMRC	VAT refund	8,890.45
BDC investment account	Annual interest	8,911.52
Upton PC	Share of stationery costs	6.25
Lloyds	Bank interest	30.81
Unit 1	Recharge of electricity costs	598.18
Unit 2	Recharge of electricity costs	771.42
Unit 3	Recharge of electricity costs	67.26
Unit 4	Recharge of electricity costs x 3	900.84
Various	Burial and memorial fees	135.00
Acle Allotment Assoc’n	Refund of water usage	167.28
Acle & District Men’s Shed	Rent of buildings for the year	160.00
Payments made:		
SSE DD	Electricity for streetlights	639.75
EDF DD	Electricity at BGC	181.52
Comm-Tech DD	Broadband at BGC	53.30
Telecoms World DD	Telephone for foodbank	18.58
Total DD	Electricity at public toilets	60.48
Lloyds DD	Bank charges	9.50
Anglian Water DD	Water at allotments	10.13
Acle Rec Centre	Room hire for youth club	135.00
Broadland DC	Rates for year at BGC	4,491.00
Broadland DC	Emptying one dog bin	115.92
Community Action	Membership	50.00
Acle Methodists	Room hire	60.00
Rhino	Stakes for beeline areas x 2	43.20

Rialtas	Accounts software subs	243.60
Rialtas	VAT software subs	139.20
Radmore	Acle Lands Trust equipment	538.02
Simon's Landscaping	Deposit for works at cemetery	8,492.40
Pauline James	Stationery and cash for foodbank	248.94
Pauline James	Zoom subs for year	259.80
Pauline James	Postage and land registry fees	36.35
Alan Irvine	Planning consultant-Fletcher Room	1,731.60
Fiona Richardson	Consumables	20.11
Fiona Richardson	Mobile phone bills x 2	51.08
Mills & Reeve	Legal fees re Springfield lagoon	1,500.00
Mills & Reeve	Legal fees re ground lease for Fl Rm	1,708.20
Mills & Reeve	Legal fees re FTH	37.80
Kristina Smyth	Consumables	44.73
Anglian Boiler Maint.	Rec Centre donation	1,692.00
Invoices for Payment:		
Various	Employment costs and expenses	8,825.12
Garden Guardian	Grasscutting	2,157.31
Garden Guardian	Cutting hedges	420.00
Copy IT	Copying	33.48
Broadland DC	Annual premises licence for centre	70.00
Rural Services Network	Subs	63.00
MAP	Youth club workers for year	9,575.00
Internal Drainage Board	Drainage rates	67.93
Mills & Reeve	Legal fees re ground lease	793.80
Kristina	Consumables	34.86
Locality	Refund of grant for N Plan	3,178.05
Simon's Landscaping	Seeding and new gate at cemetery	3,896.40
Balance c/f 28.04.25		111,170.40
Balances in Savings:		
HMRC	VAT due to Council	3,643.91
Government Stocks	Gilts (at latest valuation)	49,865.00
BDC	Parish investment scheme	235,166.27
Total monies		399,845.58
Loan	Acle Recreation Centre	5,625.00
		405,470.58

Invoices for the proposed April payments had been shared with the councillors in advance of the meeting. March's payments and all payments made between meetings were checked to bank statements by Jess Royal and Jackie Clover.

The payments were approved.

The pay scales for the deputy clerk and the assistant clerk increase by 1 scale point, in line with their contracts. This was noted.

The National Employers have proposed a 3.2% pay increase for all scale points. Acle Parish Council's budget included an estimated increase of 67p per hour, being 2.4% – 3.5%, depending on the current

pay scale. This was noted.

The clerk has drafted the Accounts for the year ended 31st March 2025, which are now with John Gallop, the internal auditor. The Accounts will be considered at the May meeting.

In accordance with the Financial Regulations, the clerk presented a list of the year end cash balances, cross-referenced to the relevant statements. This was checked and signed by Jamie Pizey on behalf of the Council.

9 ENVIRONMENT

9.1 The deputy clerk has started the process of applying for **protection for the trees** and hedgerow along the track west of Mill Lane.

9.2 Jess Royal reminded the meeting of the **No Mow May** campaign.

10 HIGHWAYS

10.1 **Dog waste bins**; it was agreed to site a new bin at the new cemetery in Pyebush Lane, and one near to Oaks Lea/Springfield.

10.2 **Reedham Road** – the deputy clerk explained the option of widening the footway at the top of Reedham Road to slow traffic speeds, and to remove the problems with the current white H-bars. The councillors were unsure about this proposal. The deputy clerk will obtain further information and possible costs. It is possible that this might be funded 50% by NCC under the Parish Partnership Scheme.

10.3 The 27 streetlights on the Glover Road estate have been checked by the Council's contractor. The commuted sum of £27,000 has been received, towards the future maintenance of these lights.

10.4 NCC is being consulted on the proposal to increase the extent of the proposed Leffins Lane speed limit, if the planning application for land south of Leffins Lane gets approval.

11 POLICIES

11.1 The deputy clerk is working on some further policies, which will be considered at a future meeting.

12 NEXT MEETING

The next Council meeting is scheduled for Monday, 19th May 2025, at 7.00pm.

Items for the next meeting:

Review of working parties.