

## Minutes of the Meeting of Costessey Town Council held at the Costessey Centre, Longwater Lane, Costessey, NR8 5AH on Tuesday 10 August 2021 at 7.30pm

**Present:** Cllrs D Burrill (Chair), G Blundell (Vice-Chair), J Amis, G Dole, L Gibbs-Kneller, L Glover, S Hannant, G Jones, S Jones, T Laidlaw, J McCloskey, J Newby, P O'Connor, S Sizeland; H Elias (Town Clerk) & L Trabucco (Minutes Secretary)

**Observers:** Cllrs K Deane & J Sealey attended via Zoom as members of the public.

### **TO APPROVE APOLOGIES**

**287/21:** Apologies were approved from Cllr M Bedford (funeral arrangements), Cllr T East (family commitment), and CCllr S Blundell, who were unable to attend in person. No apologies were received from Cllr I Alam

### **TO RECEIVE DECLARATIONS OF INTEREST (pecuniary, non-pecuniary & sensitive)**

**288/21:** None

### **TO CONFIRM AND SIGN THE MINUTES OF THE FULL ANNUAL COUNCIL MEETING HELD AT 7PM ON 13 JULY 2021**

**289/21:** **RESOLVED** to approve the minutes with a minor page number amendment on the last page showing '2987' which should read '2988'

### **TO RECEIVE COMMITTEE & WG MINUTES & NOTES AND TO VOTE ON THE RECOMMENDATIONS THEREIN:**

The following committee minutes were received:

**290/21:** a) Minutes of the Planning Meeting on 13 July 2021: Signed as received.

**291/21:** b) Minutes of the Planning Meeting on 27 July 2021: Signed as received.

**292/21:** c) Minutes of the Finance Committee of 23 July: Signed as received.

**Min: F137/21: Lodge Farm EMR of £40,000:** A suggestion was made to increase the EMR for Lodge Farm. An amendment of £50,000 Earmarked Reserve for Lodge Farm Hall was made.

**RESOLVED to set up an Earmarked Reserve of £50,000 for Lodge Farm Pavilion.**

**293/21:** d) Minutes of the Property & Environment of 27 July 2021: Signed as received.

**Min PE071/21: RESOLVED to support a 'Well-BEE-ing' Garden at the Costessey Centre**

**294/21: Min PE072/21: RESOLVED that an outdoor tap and lockable box be installed at the Costessey Centre**

**295/21: Min PE083/21: RESOLVED to allow Costessey Sports Club for ad-hoc training only at Breckland grounds on dates to be arranged by CTC as a semi-informal get together, specifically not using heavy equipment and no studs on boots. ACTION: Deputy Clerk**

**296/21: Min PE074/21: RESOLVED that the Pitch Hire Agreement between Costessey Town Council and Costessey Sports Club for the period of 1 September to 30 April (inclusive) should stand. ACTION: Deputy Clerk**

**297/21: Min PE084/21:** A typo error on the title "To receive an update on bus shelter repairs and provision at Lodge" should read "To receive an update on bus shelter repairs and provision at Lodge Farm" and another typo error on the 4th line in the paragraph "Derham Road" should read "Dereham Road".

### **TO RECEIVE UPDATES ON MATTERS IN MINUTES NOT LISTED BELOW (NB: No resolutions may be passed)**

**298/21: Min: 270/21: Constituency Boundaries:** The information had not been received on time, so a response had not been sent.

Min: 272/21: CIL monies to be used for funding: the *unallocated* CIL amount of £13,441.04 was correct at the time of publishing the agenda. In the event the full amount available was not needed to cover the balance of the Proludic invoice.

Min: 274/21: The Ifor Williams Trailer for the Head Groundsman had been delivered.

Min: PE073/21: A new location for the two pieces of play equipment at Longwater Rec had been identified at a site visit. Instead of a tango seat (for toddlers and an adult) a swing boat of similar to be researched. **ACTION: Deputy Clerk**

**299/21:** Cllr J Sealey left at 8:02pm

### **TO ADJOURN THE MEETING FOR 15 MINUTES PUBLIC PARTICIPATION**

**300/21:** No items were raised.

### **TO CONSIDER FINANCE MATTERS (see also F,B&S Committee Minutes)**

**301/21:** A brief explanation on the figures that were not adding up was given; it appeared that a rounding issue with the software meant the figures were slightly out.

**302/21:** a) To approve the accounts for June 2021 & receive a budget report & payments over £500:  
**RESOLVED to approve the accounts for June 2021**

### **TO CONSIDER FACILITATING A LOCAL CREDIT UNION TO PROVIDE BETTER ACCESS TO PEOPLE WITHIN COSTESSEY (GD)**

**303/21:** Thanks were expressed to the Town Clerk and Chairman for their work and information provided ahead of the meeting on Local Councils supporting local credit unions. A background explanation was given which highlighted the importance of providing a space for local credit unions at Costessey. Cllr G Dole to be included in discussions on providing a "Collection Point" from a CTC building, which would be beneficial to residents. A small paragraph to be included in the next Newsletter to make residents aware of what CTC is planning. **ACTION: Town Clerk/Chairman to collate more information. Cllr G Dole to be included. Deputy Clerk: Newsletter item**  
**RESOLVED to approve facilitating a credit union**

### **TO RECEIVE CORRESPONDENCE**

**304/21:** None.

### **TO RECEIVE DISTRICT & COUNTY COUNCILOR'S REPORTS**

**305/21:** Cllr T Laidlaw: Since the last CTC meeting a Cabinet meeting and a SNC full Council meeting had taken place. Greater Norwich Development Plan had been sent to MHCLG in London for the next stage. The "reserve site" of Lodge Farm phase 3 was for up to 1,000 houses, but this was not a primary location; there were still spaces on the Longwater industrial estate for commercial premises. Cllrs had been consulted on SNC's future accommodation as work practices would be changing, and this might be affected by any further discussions on unitary authorities. The Costessey Centre could be used as an "outreach centre" for SNC services. The Poringland Neighbourhood Plan had gone forward. The role of evaluating Conservation areas had been extended a few years previously. A 24/7 Emergency Response Plan for Climate Change was underway following flooding, to try and create a joined-up response.

### **TO CONSIDER THE LATEST GOVERNMENT GUIDANCE ON COVID-19**

**306/21:** Government guidelines especially for community halls had been withdrawn following the Government's lifting of all legal restrictions. CTC would continue to act carefully and remain cautious as previously. Wearing masks and social distancing should be encouraged and this would be reviewed in September.

**307/21: THE NEXT MEETING WAS CONFIRMED as Tuesday 14 September 2021 at 7.30pm**

**308/21: As there were no confidential items from the Finance, or Property & Environment Committees, no resolution was passed and items 14 & 15 were not discussed**

**309/21: The meeting closed at 8:58pm**

**Chair:**

**Date:**