



Meeting Minutes

Meeting of Mileham Parish Council

Tuesday 28th February 6.30pm, Mileham Village Hall

Parish Councillors present: Ang Teague, Clair Haswell and Rosie Smith
County Councillor Mark Kiddle Morris

Also present: Nea Horsford (clerk) Cllr Mark Kiddle Morris (District Councillor) and 24 members of the public

Cllr Teague opened the meeting at 6.30pm

1. To receive apologies for absence

Apologies received from Cllr Clowe and Cllr Fleming. Cllr Mitchel Thurbon was absent.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations.

Cllr Teague declared an interest in Mileham Free School, agenda item 9 and flooding agenda item 8.

3. To approve the minutes of the parish council meeting held on 22nd January 2024

The council **APPROVED** the minutes, and the chair signed them as a true and accurate record.

4. Open forum for Public Participation: an opportunity to hear from members of the public and County and District Councillors

Resident A raised the issue of the discharge of foul water into their property from their next-door neighbour. They had contacted Environmental Health, but there was a lengthy report to compile and complete which they felt wasn't appropriate. **ACTION** parish council to write a letter to Environmental Health.

Resident B discussed the Local Plan and wanted clarification if the parish council suggested any of the land earmarked for development and if the land wasn't suitable when would it be taken off the local plan. Cllr Kiddle Morris confirmed that the parish

council do not have any powers to earmark land. Any unsuitable land earmarked in the 2023 Plan will not be removed until 2026.

Resident C asked about the ownership of the driveway to the allotments as there is now a new passing place. **ACTION** Cllr Teague will contact the landowner.

5. County and District Councillor's report

5.1 County Councillor's report

No report received.

5.2 District Councillor's report

Cllr Kiddle Morris stated the council tax for 2024/25 has been set at just under 5% and there will be some budget constraints in future.

It has been the wettest February since records began and flooding has been particularly high this year. The majority floods are down to the landowner / homeowner rather than Highways (many ditches are not NCC's responsibility) and all floods are to be reported via Floodline.

6. To report on items not on the agenda from the last meeting (information only)

6.1 Postal deliveries seem to have improved.

6.2 Footpath at Manor Terrace has now been cleared.

6.3 Mileham Free School – the NCC are working on the due diligence and then Birketts will be appointed.

7. To discuss the recent flooding in Mileham

A resident reminded the parish council of the flood meeting and following investigation in 2018 and many of the items still had not been actioned. **ACTION** reports to be sent to Cllr Kiddle Morris to chase up with the various agencies. Many residents are very concerned about the impact of ditches not being cleared and flooding in various locations in the village. **ACTION** The parish council to contact landowners Butler Stoney, Norfolk County Farms and Mill Farm to remind them of their duty to keep the ditches clear and free flowing to avoid any impact on neighbouring properties.

Alison Coaker is organising a group of residents to form a Flood Group – more volunteers would be helpful.

Cllr Kiddle Morris reiterated the importance of reporting floods to Floodline and Highways (if relevant) with photos, videos and the location using what three words.

8. Finance

8.1. To note the bank reconciliation

The Council **NOTED** the bank reconciliation (made available ahead of the meeting)

8.2. To note year to date v budget

The Council **NOTED** the year-to-date v budget (made available in advance of the meeting)

8.3. To agree the payment list and ratify payments made since the last meeting.

The council **RATIFIED** and **AGREED** the payments as detailed at the bottom of the minutes.

8.4. To note any income since the last meeting

It was **NOTED** £12.00 was received from Alford Storage from recycling

8.5. To receive an update on bank mandate changes POSTPONED until next meeting.

Most of the public left the meeting at 19.27pm

9. Planning

9.1. To receive update on application decisions taken by Breckland District Council

None received.

9.2. To consider any new planning applications, (see below), and agree comments.

3PL/2024/010/HOU The Rumbles, The Street, PE32 2RA – Demolition of existing single storey rear extension, & erection of single storey rear extension & orangery **NO OBJECTIONS**

RE/2024/0034/TCA Game Farm, The Street, PE32 2RD – T1 sectional fell clear and cut to near ground level. **NO OBJECTIONS**

3PL/2024/0126/HOU Proposed first floor extension to side and single storey extension to rear. **NO OBJECTIONS**

3PL/2024/0119/HOU 5 Earlsmead Gardens, Mileham PE32 2GB - proposed garden studio / summer house. **NO OBJECTIONS**

TRE/2024/0046/TCA The White House, Mileham Road, PE32 2NZ – holly tree fell (tree work) **NO OBJECTIONS**

3PL/2024/0149/HOU 7 Manor Terrace, Litcham Road, Mileham PE32 2PU – single storey extension. **NO OBJECTIONS**

10. To consider and agree Insurance for 2024/25

It was **AGREED** that Zurich Insurance will be the insurers again this year.

11. To consider and agree quotes to replace all remaining bus shelter panels.

It was **AGREED** to proceed with the offer of free replacement panels with Peerless Coatings in Thetford in exchange for social media exposure.

12. To receive an update from the Trustees of Mileham Playing Field Charity

There wasn't any representation at the meeting, no apologies for absence and therefore no update received. The clerk mentioned she still had not received a copy of a ROSPA report or any other playground safety checks and without these, the playground would not be insured if anyone had an accident whilst using the playground.

13. To discuss grass contractor for land belonging to Playing Field and Allotment to former Highway Surveyors Charities

It was **AGREED** to proceed with TOPS Garden Services for the grass cutting with the PC invoicing the Trustees of the playing field for the grass maintenance in the playground. **ACTION** Cllr Clowe to inform TOPS and the clerk to inform the Play Field Committee of this cost.

14. To discuss the disposal of the old PC laptop

It was **AGREED** that the laptop should be donated to charity **ACTION** Cllr Clowe to decide an appropriate charity.

15. Correspondence

15.1 Dereham Cancer Care – noted

15.2 NPTS update - noted

15.3 Email from resident regarding flooding in Mileham - noted

16. To receive an update on purchasing a village wreath for future Remembrance Services

POSTPONED until the meeting in March.

17. To discuss the church car parking

Parking for the funeral at the beginning of the year caused a large traffic jam. The playing field was too muddy to use for parking, so a small notice stating car parking was available at Hall Farm, but it wasn't used. It was **AGREED** to ask the church make arrangements for parking in the future. **ACTION** Clerk to write letter on behalf of Parish Council.

18. To discuss the Parish Online training

It was **AGREED** to proceed with the membership with Parish Online.

19. To discuss the storage of the Parish Council documents

It was **AGREED** to go ahead with a bound A4 book for all the Minutes. **ACTION** Clerk to take the documents to Peartree Binding.

20. To discuss the Dark Skies Policy from CPRE

Dark Skies Policy amendment was **AGREED**. **ACTION** Clerk to add Dark Skies policy to the Planning Policy.

21. To receive items for next meeting's Agenda

Mileham Free School Charity update
Mileham Playing Field Charity update
Flooding update

Christmas Tree and Wreath
Facebook Poll results

Meeting closed at 7.50pm

Mileham Parish Council

Payments to be ratified on the 27th February 2024

Payment to	Description	Payment	VAT (to reclaim)
HMRC	Lorraine Truman	47.20	
HMRC	Lorraine Truman	52.20	
Nea Horsford	January wages	237.37	
Nea Horsford	WFH and expenses December	26.00	
Total to be ratified		352.76	

Payment list – for approval 27th February 2024

Payment to	Description	Payment	VAT (to reclaim)
Mileham VH	2023 meetings	168.00	
Westcotec	Replacement bus panels	315.00	63.00
Gressenhall PC	SAM2 battery	33.99	
Total payments (excluding clerk)		516.99	63.00
Clerk pay and expenses			
Nea Horsford February 4 weeks salary		227.36	
WFH and expenses		33.99	
Total clerk pay and expenses		£ 253.36	
Total payments for approval		£ 770.35	£ 63.00
Total Payments		£ 932.75	
