

Minutes of Parish Council Meeting held on Tuesday 1 February 2022 at 7.00pm in Oulton Community Centre

Parish Councillors (7) present	Jenny Hinton (Chairperson), Peter Collecott, Robin Hinton, Tony Knights, John Sarbutt, Pete Bryant, Paul Keyte
County Councillors	Keith Robinson
District Councillors	Keith Robinson, Andree Gee
Also in attendance	Carla Petersen (Clerk), PC Steve Wright
Members of the public	9

1. To receive and approve apologies for absence

Apologies were received and accepted from Cllr Youlden (work).

Apologies were received from District/County Cllr Back (another meeting).

2. To receive any declarations of interest from Members & consider requests for dispensations

Cllr Jenny Hinton and Cllr Robin Hinton: Oulton Community Centre Executive Committee & Trustees.

Cllr Knights and Cllr Collecott: Oulton Community Centre Executive Committee.

3. To approve minutes of the Parish Council meeting held on 4 January 2022.

The minutes of the meeting held on 4 January 2022 were agreed after a proposal by Cllr Robin Hinton and second by Cllr Collecott. The minutes were signed by the Chairperson.

4. Adjournment for Public Participation (15 minutes allowed for)

A member of the public confirmed that he had formed a group who were concerned about the increase of speed from 20 mph to 30 mph on Oulton Street. He had been appointed as the spokesperson for the newly formed group and there were seven other members of the group present at this meeting. To help with this discussion the Police and Council members also provided their input here too. This discussion took 45 minutes (well above the 15 minutes allowed for).

The member of the public thanked the PC for their response to the letter that had been presented to the PC at the last meeting and for being given the opportunity of attending the Neighbourhood Plan Working Group meeting on 18 January 2022. He confirmed they had cleaned the road signs and had installed a traffic monitoring tracker which also records pedestrians and cyclists. The group agree with sharing the data they gather from the device.

Discussion took place about the traffic calming measures which have been tried in the past and those that have not worked and been quickly removed. It was noted that when the Third Crossing is completed it will ease traffic. The Chairperson reported that on the CrashMap website Oulton Street is classed as a low risk from the roundabout at Somerleyton Road up to the Union Lane crossroads. SCC Highways sent out a consultation letter at the end of 2021 regarding the change of speed from 20 mph to 30 mph on Oulton Street. SCC Highways have studied the responses and are happy to support the 30 mph. A suggestion of setting up a Speedwatch group was made, and PC Steve Wright confirmed there would be no charge for this scheme. The Speedwatch group would need 6 volunteers to operate. Cllr Jenny Hinton, Cllr Robin Hinton and Cllr Sarbutt volunteered and asked for three further volunteers. Three members of the public volunteered and marked their agreement to being part of a Speedwatch group on the attendance sheet.

The member of the public handed the Chairperson an A4 single sided document. The document was placed on one side and was not read.

5. Reports from:

- **Suffolk Police, PC Steve Wright:** Reported being invited by the PC to attend this meeting to discuss the proposed increase from 20 mph to 30 mph on Oulton Street. The 20 mph stretch is 300m and does not look or feel like a 20 mph zone. The Police acknowledge that there is a speeding issue on Oulton Street. Currently with a 20 mph the camera vans will not come out to monitor a 20 mph road. The proposed increase from 20 mph to 30 mph will then allow for enforcement. Confirmed that any road obstruction will naturally slow traffic. PC Steve Wright was thanked for attending.

PC Steve Wright left at 7.40 pm

The Chairperson, in a display of openness let the public session continue until 7.45 pm to enable further discussion on the report given by PC Steve Wright.

8 members of the public left at 7.45 pm

- **Parish Clerk:** Report circulated to Councillors before the meeting. Since preparing the report a few extra items have been added to the report. The PC has successfully secured three Treebilee oak trees. Cllr Youlden has offered to collect them with his trailer. There has been an update on the Local Council Award Scheme. A letter of achievement has been received from NALC and the certificate is now in the post. The Camps Heath defibrillator was needed to be used for a resident the night before this meeting. Extremely worryingly the Ambulance Service could not find details of the defibrillator on their system. Fortunately, the Ambulance Service managed to get to the patient in time. This incident has been reported to the supplier of the defibrillator Community Heartbeat Trust who was responsible for registering this defibrillator. It was agreed a complaint would be lodged with Community Heartbeat Trust. The defibrillator at the Community Centre was registered by the Clerk and is on the Ambulance Service system.
- **County & District Councillor Keith Robinson:** Reported sending through his monthly report. A copy is available on the PC website. There will be free street party licences for the Queens Platinum Jubilee. Due to discussions in public participation and with PC Steve Wright a vote was carried out to reconfirm the proposed increase of speed from 20 mph to 30 mph on Oulton Street. The vote was as follows: 6 voted YES, 1 vote AGAINST. The PC majority vote was in favour of continuing with the process to increase the speed from 20 mph to 30 mph on Oulton Street.
- **County & District Councillor Edward Back:** None.
- **District Councillor Andree Gee:** Reported on having monthly meetings due to budget setting. The Enabling Communities Budget joint application with District Cllr Edward Back has been successful. The grant for £2000 will go towards converting a storage area into an office for use by the Oulton Community Centre Manager and Oulton Parish Council. The funds should be received very soon.
- **Neighbourhood Plan Working Group:** The Chairperson reported the Regulation 14 responses had been received and issues which were raised have been incorporated where possible into the final draft plan. The Woods Meadow Country Park Ranger will be attending the next Neighbourhood Plan Working Group meeting being held on Monday 7 February 2022 at 1.00 pm in Oulton Community Centre.
- **Oulton Community Centre:** Cllr Collecott reported that someone had kindly offered a chair for the new office in Oulton Community Centre. The Clerk enquired if the chair had a fire label. Cllr Collecott was not sure whether it did however will find out. Cllr Collecott reported that there is a car in the carpark which does not move. The Clerk had checked the number plate and the vehicle does not have tax or insurance. The vehicle will be reported to the Police.
- **St Michael's Church & Oulton Pools Trust:** The Chairperson reported their next meeting will be in March 2022.

6. Highways:

- **To receive a report on outstanding highways issues**

The blocked ditch in Lime Avenue has been cleared by SCC Highways and is now back to being a fully operational ditch.

Cllr Collecott asked why there was a weight limit on Hall Lane. It was confirmed that this was due to the road being a minor road and plenty of horse riders using the area.

SCC Highways have passed over the blocked footpath between No 3 and No 5 The Pastures to the enforcement team for them to investigate and take appropriate action.

- **To receive Speed Indicator Device (SID) results**

Cllr Knights had prepared the latest SID results, and these were shared with those attending the meeting. The Chairperson thanked Cllr Knights and Cllr Robin Hinton for looking after the two SIDs.

7. Planning

- **To receive new planning applications and make comment**

DC/22/0181/FUL

Proposal: Single storey rear and side extension to form family room and link to office converted from existing garage.

Site Address: 9 Lupton Close, Oulton, NR32 3QS

Councillors considered the planning application and there were no objections.

- **To receive results and updates on outstanding applications**

None.

A member of the public left at 8.30 pm.

8. Finance:

- **To receive the income and expenditure figures as at 31 January 2022** – It was noted.
- **To note the bank balance as at 31 January 2022** – £58096.71
- **To note receipts** – Unity Trust Bank – interest on savings accounts 31/12/21 £0.20 and £1.66
- **To consider any grant applications** – None.
- **To approve payments.**

Earlier in the day the Clerk had received a quote from Norse for the purchase of assets (which have already been agreed in previous meetings) using CIL money and installation of the three noticeboards. The quote was read out and the Clerk was authorised to raise a purchase order for all the items. All expenditure approved. Proposed by Cllr Collecott and seconded by Cllr Jenny Hinton.

Payee	Value	Description
HMRC	£18.35	Income Tax & NIC
Mrs C Petersen	£874.62	Salary, administrative expenses & mileage
Oulton Community Council	£20.00	Room/hall hire
Oulton Community Council	£24.00	Room hire – Neighbourhood Plan
Unity Trust Bank	£18.00	Bank charges
Collective Community Planning	£900.00	Attendance at Neighbourhood Plan meeting and review of Regulation 14 Consultation responses
Nest Pensions	£22.12	Contributions
Norfolk Parish Training & Support	£40.00	Councillor training for Cllr Youlden
Total	£1917.09	

9. To discuss plans for the Queen's Platinum Jubilee. Agree upon a course of action.

Cllr Sarbutt reported that residents near Jenkins Green are looking into holding a street party. Oulton Community Centre is looking into holding a street party/teddy bears picnic. Further details to be discussed at the next meeting.

10. To discuss plans for the Annual Parish Meeting on 13 May 2022. Agree upon a course of action.

Due to Covid an Annual Parish Meeting had not been held for the last two years. It was agreed an Annual Parish Meeting would be held this year in the Small Hall in Oulton Community Centre. The Blue Boar has in previous years done the catering for the event and will be approached for this year's event. It was agreed to ask the Ranger at Woods Meadow Country Park to provide a talk on what has been happening at the Country Park in the last year.

11. To receive an update on the purchase of assets using CIL money. Agree upon a course of action.

Simon Walker from Norse, the Chairperson, the Clerk and Cllr Knights had driven around Oulton on 31 January 2022 and confirmed all the locations for the assets. See agenda item 8 "to approve payments" for further details.

12. To discuss plans for the Christmas dinner 2022. Agree upon a course of action.

Cllr Sarbutt had recently visited the Blue Boar and made enquiries about the PC holding their Christmas dinner there. The Blue Boar staff had confirmed they could allocate a room for the dinner. All agreed to the venue for the Christmas dinner. The dinner will be held in December 2022.

13. To receive updates from individual Council Members (for information only)

Cllr Collecott reported receiving complaints regarding four manholes on the stretch of road from the roundabout on Gorleston Road down towards the butchers. He confirmed he had been down and had a look and the manhole covers have dropped in height. The manholes have been reported by the Chairperson using the SCC Highways reporting tool. Highways had confirmed the manholes are the responsibility of Anglian Water. To be added to the next agenda. County Cllr Keith Robinson requested the Highways number is given to him so he can investigate it too.

Cllr Bryant reported the hedge on Wood Lane to Woods Meadow has been thinned out and a small sign has been put up requesting for dogs to be kept on a lead. The Woods Meadow Country Park Ranger will be asked about this.

14. To receive any items for inclusion on the next agenda (for information only)

Anglian Water manholes, Queens Platinum Jubilee.

15. To confirm date of the next Parish Council Meeting as Tuesday 01 March 2022 @ 7.00 pm in Oulton Community Centre.

Confirmed.

The meeting closed at 9.05 pm.

Everyone was thanked for attending.