



Minutes of the General Purposes Committee Meeting held on Monday 26th April 2021 at 7pm via ZOOM.

Present; Cllrs K Bayes, P Eden, M Green, P Hanton, S Thomas, S Toone, R McWilliams (part).
Clerk; Mrs S Hunt

1. **Minutes.** The minutes of the meeting held on Monday 22nd February 2021 were AGREED as a true and correct record.
2. **Apologies.** Sonia Thomas – ill health.
3. **Declarations of Interest.**
Cllr P Eden declared an interest in Item 9 and did not speak or vote on the matter.

4. **Updates on Matters not on the agenda.**

4.1 Damaged Memorial Bench. This has now been removed.

Cllr R McWilliams joined the meeting.

4.2 Stalham Green Pond work – Bure Valley Conservation. Meeting Clerk/K Bayes on 11th May 2021.

4.3 Highways Meeting- Allotment/Staithe Area. No date set – Staithe work a priority.

4.4 Hardcore Application to Allotment Roadway. Cllr Toone to complete.

4.5 Replacement of gate on closed churchyard on Campingfield Lane with Wrought Iron Gate. Faculty approved. Cllrs Bayes/Toone to meet with contractor.

4.6 Information Hubs – any update. Cllr Morgan not present. To full Council.

4.7 Gritbins at Portalfield. Update - Cllr Toone to refill in Autumn.

4.8 Bracken Spraying ordered from CGM as agreed. First spray has taken place.

5. **Public Participation.**

None present.

6. **Town Planning.**

6.1 Applications. To consider any applications circulated prior to the meeting;

6.1.1 PF/21/0971 – Forge Cottage, Upper Staithe Road, Stalham, Norwich, Norfolk, NR12 9AX. Conversion of detached double garage and external alterations to form two bedroom single dwelling.

6.2 Decisions. To note decisions received prior to the meeting;

6.2.1 BA/2021/0057/HOUSEH – 23 Burtons Mill, The Staithe, Stalham, NR12 9FE. Replacement fence and erection of shed. APPROVED.

6.2.2 BA/2021/0048/FUL – Stalham Water Recycling Centre, Wayford Road (A149) Stalham, NR12 9LQ. Installation of a water booster pumping station, generator, fuel tank and fencing within the operational boundary of Stalham WRC. APPROVED.

7. **Highways and Footpaths.**

7.1 Highways - To receive a report from Cllr Toone. Joint reporting for Councillors/Clerk is working well, although it appears reported issues are not yet addressed.

7.2 Footpaths – All dry and passable.

7.3 Verge Cutting – to receive response from Highways' engineer. Cllr Hanton/Clerk to draft email to Highways and Nigel Dixon.

8. **Burial Ground.**

8.1 Report following Groundwater Survey not yet received.

Town Clerk: Mrs. S Hunt

58 Hercules Road Hellesdon NR6 5HH

E-mail: clerk@stalhamtowncouncil.org

Tel: 07881638145

- 8.2 Quotation for design service not yet received.
- 8.3 The Clerk has so far been unable to ascertain the original area of consecration. Ongoing.
- 8.4 Schedule of works to be considered once quotation and report received.
- 8.5 The meeting identified graves that require action, Clerk to address. Discussion to be held over re-grassing graves in the first 1 year, or turfing. Councillors overseeing Burial Ground/Cemetery to bring plan to Council. Clerk/Co's.
- 8.6 Memorial Safety Check (see 11.5). Last undertaken in 2019. Not currently necessary.
- 8.7 To receive an update on mapping. Cllr Hanton confirmed that a new map has been created. It is understood that there is an existing map for the closed cemeteries. It should be possible to plot graves onto Parish Online.
- 8.8 A complaint was received re: Hedge removal in extension area. It is anticipated that these issues will be resolved when new planting takes place.

9. Allotments.

- 9.1 To receive bi-monthly report. Cllr S Toone reported all was in order.
- 9.2 Plot 5a will be vacated by 1st July. Plot 10 will be vacated in November.

10. Streetlights.

- 10.1 The removal of the streetlight on corner of Upper Staithe road by McCarthy and Stone is still being investigated.
- 10.2 Streetlight report. Cllr P Hanton has reported 14 lights, this has been passed to the contractor. The schedule held by the contractor and the Town Council currently does not match as both organisations have different numbering systems. Parish Online to be used to record streetlights as assets.
- 10.3 The meeting received confirmation that the UKSMO certificate has been updated.

11. Closed Cemetery and Churchyard.

- 11.1 Closed Cemetery Working Party. Cllr K Bayes met with PCC representative and areas of work have been agreed. Work to take place Whitsun weekend.
- 11.2 Part of the removal of Trees and pew in Churchyard has been undertaken when the skip was present.
- 11.3 Repair of pathway as agreed with PCC – this is not likely to take place.
- 11.4 Ivy growth on cemetery walls. To be addressed by working party.
- 11.5 Memorial Safety Check (see 8.7).
- 11.6 Trees between Cemetery and BT Station. To confirm that ivy is being cut by BT.

12. Other Assets/Areas of Work.

- 12.1 Noticeboard by Station - update. Now repaired, awaiting map.

13. Matters for reporting or future agenda.

None.

Next Meeting of full Council – Tuesday 4th May 2021

Next Meeting of Finance Committee – Wednesday 19th May 2021

Next Meeting of Leisure Committee – Monday 24th May 2021

The meeting closed at 8.18pm.