

## Strumpshaw Parish Council Minutes

Strumpshaw Parish Council meeting Friday 26th November 2021  
at 7.30 p.m. at Strumpshaw Community Hall, Mill Road, Strumpshaw,  
NR13 4FS.

Present: Maureen Hammond (Chairman), Paul Dexter (Vice-Chairman), Sheila Ashford, Michael Green, Tina McAulay, Richard Palmer

In attendance: Hilary Hammond (Deputy Clerk and acting RFO), District Councillor Jan Davis.

4 members of the public

### 1. Apologies for absence.

Olly Page, County Councillor Andrew Proctor

### 2. Declarations of interest in matters on the agenda.

None.

### 3. Changes in responsibilities

3.1.The Council noted that Tanya Rowlandson had accepted the post of 7 salaried Clerk and Responsible Financial Officer (RFO), starting on January 5th 2022, for 7 hours a week.

3.2.The Council accepted the resignation of Hilary Hammond from the voluntary post of Deputy Clerk and acting RFO.

3.3.The Council appointed Paul Dexter as the temporary voluntary acting RFO until Tanya Rowlandson has started in her post. Paul Dexter will remain as a Parish Councillor.

3.4.The Council noted that Maureen Hammond will undertake the temporary role of voluntary acting Clerk until Tanya Rowlandson had started in her post, and will remain Chairman of the Council..

3.5.Paul Dexter stood down from his role as Vice-Chairman.

3.6.Maureen Hammond proposed and Paul Dexter seconded the nomination of Sheila Ashford as Vice Chairman. Sheila Ashford said that she was willing to undertake this role for a limited period. All Parish Councillors were in favour of that appointment.

3.7.Maureen Hammond introduced a discussion concerning the keying of Parish Council historic accounts data from April 2021 into the Scribe Accounts package. The Council noted that it had been intended that this data should be entered soon after the Scribe Accounts package had been ordered. However the delays in obtaining the Parish Council's laptop for the Clerk and RFO meant that no data had yet been input to the Council's accounts package. Around 230 entries needed now to be input. As the Council did not yet have a salaried Clerk and RFO this issue was becoming a challenge. Scribe had that day quoted £499 ex VAT to keyboard this historic data. Maureen Hammond said that the

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Parish Council's finances would allow most of this sum to be provided, but that there was a shortfall of £134. Maureen Hammond said that she had been able to obtain the offer of a donation of £150 from an anonymous donor to cover this shortfall.

Richard Palmer proposed and Paul Dexter seconded a motion

- 3.7.1.that the offer from the anonymous donor should be accepted with gratitude, and
- 3.7.2.that a contract should be made with Scribe for the historic data from April 2021 to be input to the Parish Council's accounts system at a cost of £499 ex VAT.

Five Councillors voted in favour and one abstained. The motion was carried.

#### 4. Bank signatories

Sheila Ashford proposed and Paul Dexter seconded a motion that Tanya Rowlandson, Tina McAulay and Olly Page should be added to the list of bank signatories.

This motion was carried.

#### 5. Decision taken by the Finance Committee

The Council noted that the Finance Committee had decided by exchange of emails that the revised quotation from Eastern Landscapes and Fencing for works to Buckenham Wood in the sum of £10,772 ex VAT should be accepted.

#### 6. Planning application 20211752

Details of the revised plans for an extension to Glebe Farm, 10 Norwich Road, Strumpshaw had been circulated to Councillors. Correspondence from Dr. Lahiff, Dr. Hodgkinson plus Mr and Mrs Eveson had also been circulated to Councillors. The amended drawings submitted on 16th November 2021 were shown on the Community Hall screen.

Sheila Ashford led a discussion and said that the revised plans were a very significant improvement on the original plans.

The Parish Council noted that the application still does not include a flood risk assessment, despite one being required for the newly built neighbouring house to the south.

The comments from Dr. Lahiff, Dr. Hodgkinson and Mr & Mrs Eveson drew attention to the variations in a building under construction that often occurs once planning permission has been given. The Parish Council noted that there is evidence of this type of variation in the vicinity of Glebe Farm. The Parish

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Council also expressed concern that such variations on this site could result in a building which more nearly approached the original plans than the revised plans which were the subject of this consultation.

The Parish Council noted that the neighbours had raised valid concerns.

Sheila Ashford proposed and Tina McAulay seconded the motion that:

the Parish Council should support the revised planning application, and should seek assurance that the plans submitted on 22nd September 2021 had been withdrawn. All Parish Councillors were in favour.

The Parish Council decided to ask the Compliance Section of Broadland District Council to ensure that the plans as drawn and submitted in this application are adhered to if planning permission is given.

The meeting closed at 8.15 p.m.

Maureen Hammond  
Chairman