

## **MINUTES OF KIMBERLEY AND CARLETON FOREHOE ANNUAL PARISH MEETING HELD ON ZOOM ON WEDNESDAY 28<sup>TH</sup> APRIL 2021 AT 7PM**

The Parish Council Chairman, Colin House, presided and the following Councillors were present:-

Joy Smiley, Graham Mann, Jane Fraser and Val Evans. The Parish Clerk, County Councillor Margaret Dewsbury, District Councillor Richard Elliott and 1 member of the public were also present.

### **1. APOLOGIES FOR ABSENCE**

None.

### **2. MINUTES OF THE MEETING HELD 17<sup>th</sup> MAY 2019**

The minutes were read, agreed and signed by the Chairman.

### **3. CHAIRMAN'S REPORT**

The Chairman's Report was presented by the Chairman (copy annexed to these Minutes ref: **Appendix A**).

### **4. FINANCIAL REPORT**

The Financial Report was presented by the Clerk (copy annexed to these minutes ref: **Appendix B**).

### **5. REPORT FROM DISTRICT COUNCILLOR**

The report was given by Richard Elliott, District Councillor (copy annexed to these minutes ref: **Appendix C**).

### **6. REPORT FROM COUNTY COUNCILLOR**

The report was given by Margaret Dewsbury, County Councillor (copy annexed to these minutes ref: **Appendix D**).

### **7. REPORT FROM KIMBERLEY FETE COMMITTEE**

No report as the Fete didn't take place in 2020.

### **8. REPORT FROM CARLETON FOREHOE FENLAND CHARITY**

The report was given by Val Evans, Trustee (copy annexed to these minutes ref: **Appendix E**).

### **9. REPORT FROM KIMBERLEY CHURCH**

The report was given by Joy Smiley (copy annexed to these minutes ref: **Appendix F**).

### **10. REPORT FROM CARLETON FOREHOE CHURCH**

Jane Fraser reported that there had been a handful of services, with no singing but the organ was played. There had been no weddings or funerals, or carol service, and no maintenance had been done. The Church was looking forward to going back to fundraising over the summer.

## **11. ANY OTHER BUSINESS**

A member of the public reported that she had not seen the vacancy for the Parish Council even though she had checked the notice board regularly. She noted that the notice for the Annual Parish Meeting had not been put up. Joy Smiley noted that she could not get the notice board open so taped the Annual Parish Meeting notice to the outside, but this had disappeared. The lock would be looked at and oiled. Jane Fraser updated the Carleton Forehoe notice board with the agendas. It was suggested that community group social media could be used, although the Council could not hold personal details or send out communications without consent. It was suggested that the Group News could be updated along with notice boards.

The next election would be in May 2023, and it was noted that a contested election had sometimes been held.

There being no other business the Chairman closed the meeting at 7.40pm.

Signed:

Dated:

## Chairman's Report

This year we have brought forward the annual report/meeting because April is at this point in time the last month of virtual (ZOOM) meetings sanctioned by central government. Therefore from May onwards parish councils will be required to conduct their meetings in person. I personally favour extending the zoom meetings as not all participants will have been offered 2 doses of a Covid vaccine or feel comfortable meeting in an enclosed space. We will of course keep you all informed via our website and the 2 village notice boards.

I hope you have all managed to keep safe and Covid-free. Keeping to the rules is essential to protect ourselves and those in our community.

Kimberley village fete - the fete committee is hoping to hold a fete in August of this year if the guidelines allow and it can be held in a safe manner.

Towards the latter half of 2020 Diana Hambro decided she wished to stand down as a parish councillor - Diana has served on the PC for over 15 years. I am sure you would wish to join me in thanking her for giving her time and efforts to improve many aspects of life in Kimberley & Carleton Forehoe Parish. Once Diana had formally tendered her resignation our parish clerk, Catherine, posted a vacancy on our website, notified South Norfolk DC and written notices were displayed on the 2 village notice boards. There were no nominations received from either village therefore the parish council considered who they might approach to co-opt onto the PC. From those suggested we selected Graham Mann who is a lifetime local resident. Graham lives with his family at Attleborough Lodge, Kimberley and he runs a storage facility business both in Kimberley and in Wicklewood. His local knowledge and fair-mindedness will be a welcome asset to our small parish council.

To update you regarding the A47 trunk road and NDR link - Jane Fraser and Val Evans have taken part and contributed to several virtual meetings and telephone discussions regarding this during the past year. At this point in time the Berry's Lane junction/access has been scrapped and a much smaller A47 junction going north has been substituted. This should result in much less traffic trying to rat-run through Carleton Forehoe or Kimberley. However traffic modelling predicts an increase in vehicle movement which may leave the trunk road system at Easton. The A47/A11 forum has asked that each parish potentially affected submit their suggestions/requests to mitigate these effects. These could be traffic calming, speed limit reductions, restricted access etc. Can I please ask you all to give this matter some thought and make practical, reasonable and enforceable suggestions as soon as possible. Please send your suggestions to Catherine@..... or any of your parish councillors. We have to maintain momentum with this as trying to put something in place once the overall scheme is approved may well be impossible.

I hope you are all aware that a defibrillator has been installed into the Kimberley telephone box. You may have noticed that the box is illuminated 24/7 and full usage instructions together with an emergency call number are displayed. We have to check and log the unit which is undertaken monthly when a quick sweep and brush out takes place. Hopefully the defibrillator will remain unused for many years to come. However it contributes to a network of life saving devices.

In my 2020 report I gave an update to the broadband fibre situation. Well, I praise be most of Kimberley will have had the fibre to premises installed although our friends in Carleton Forehoe still await an extension to the network. Your parish council will continue to press the case for better broadband on your behalf.

Finally my thanks go to Joy, Jane, Val, Graham and Catherine for giving their time and effort on behalf of all parish residents. I hope you all stay safe and well during the coming year.

Colin House,  
Chairman.

## Summary of Parish Council Accounts 2020/21

Receipts

	<u>2019/20 (£)</u>	<u>2020/21 (£)</u>
Precept & Shortfall Grant	1,999.96	2,300.00
Grants & Fund Raising	519.00	830.00
VAT Reclaim	18.56	358.00
<b>TOTAL</b>	<b>2,537.52</b>	<b>3,488.00</b>

Payments

	<b>2019/20 (£)</b>	<b>Budget 2020/21 (£)</b>	<b>Actual 2020/21 (£)</b>	<b>(Over) / Under spent (£)</b>
Churchyards	350.00	350.00	350.00	0.00
Insurance	167.44	175.00	326.09	(151.09)
Salary	1,194.00	1,150.00	1,080.60	69.40
Admin Costs	8.40	50.00	68.00	(18.00)
Audit	43.50	45.00	45.00	0.00
Subscriptions	86.52	90.00	87.03	2.97
Training	304.70	0.00	45.00	(45.00)
ICO	35.00	35.00	35.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00
Fen Lease	10.00	5.00	0.00	5.00
Contingency	0.00	100.00	0.00	100.00
<b>TOTAL</b>	<b>2,199.56</b>	<b>1,912.50</b>	<b>2,036.72</b>	<b>(124.22)</b>
VAT	34.00	0.00	349.20	
Defibrillator	0.00	300.00	1,701.00	
<b>TOTAL</b>	<b>2,233.56</b>	<b>1,912.50</b>	<b>4,086.92</b>	

Bank Reconciliation

<b>Opening Balance at 31<sup>st</sup> March 2020</b>	2,402.97
Total Income	3,488.00
Total Expenditure	4,086.92
<b>Closing Balance at 31<sup>st</sup> March 2021</b>	<b>1,804.05</b>

## **Annual Parish Report South Norfolk Council - Annual Review**

In a year that has been dominated by the Coronavirus it is perhaps inevitable that my annual report focuses primarily on how this has impacted on the work of South Norfolk Council.

*"I believe that the mark of a good Council is not just what it does when times are good, when the sun is shining and all is good with the world. The mark of a good Council is how it steps up when the chips are down. It's how it responds to unexpected events. How it keeps on an even keel when buffeted by squalls all around."*

*"Nobody could have foreseen the nature or extent of the Coronavirus Pandemic. But lack of foresight provides no excuse for a lack of response. Our public demands and expects more than that. The truth is that, whilst nobody could have predicted a pandemic, South Norfolk Council has been best prepared to provide the help our residents and businesses desperately needed."*

John Fuller, Leader South Norfolk Council.

Having a strong financial foundation built up by shrewd financial management has left your District Council best placed to deal with the present and future challenges. Although South Norfolk has suffered significant loss of income due to the closure of leisure centres and other income generating services during the periods of lockdown, our strong financial foundations have enabled us to weather the storm in the current year by drawing upon our healthy reserves. In fact, this Council now has wisely marshalled millions in revenue reserves to weather the storm having while only increasing council tax by less than half the inflation rate over 15 years.

Delivering Council services during this crisis has been particularly demanding. Yet despite the obvious difficulties faced our Council staff have gone above and beyond their normal duties to ensure the services that we all rely on have been delivered largely as normal.

In addition to the day to day running of Council services South Norfolk Council have contributed to the massive effort to keep our communities safe and protected. The help hub has served as the focal point for delivering help to very large numbers of families and individuals who have required special assistance for our District Council, in providing housing and hardship payments. Our Covid Support Officers have provided reassurance and advice to ensure our communities have been protected.

Local business, particularly in the hospitality sector, has been very badly impacted by this pandemic and sadly there have been some inevitable job losses. However, thanks to an unprecedented financial package from Government some of the worst effects have been avoided. The District Council has been very proactive in distributing grant assistance to help alleviate the financial pressures caused by lack of business opportunity and the extra financial burdens of operating during this Covid-19 crisis. In total nearly £45m has been distributed by South Norfolk Council to local businesses since April last year, which represents one of the highest percentage levels of grant distributions by any Council locally.

Lockdown and other restrictions have led the Council to explore new ways of working. For our staff this has led to widespread home working and an increased reliance on technology. For Councillors the chance to meet in the Council Chamber for meetings has been replaced by

virtual meetings of the Council using Zoom. To allow public participation these meetings have also been live streamed by YouTube. This has led to some interesting challenges particularly for meetings like Planning and Licensing. Currently your Council is developing plans to return to face to face meetings from 7 May 2021.

South Norfolk Council and Broadland District Council now have a fully operational 'single officer team' serving both Councils. Working more closely together offers both councils increased capacity and resilience, together with greater financial stability whilst taking advantage of commercial opportunities to deliver better value for our residents. Our taxpayers expect a local government that moves with the times and innovates, while retaining and attracting the most talented staff, offering them positive futures and career development opportunities.

Finally, although all these things work on a district-wide basis we're delivering locally too. We still offer community grants and everything we do aims to make Better Lives and Stronger Economies for everyone. We are managing to do this whilst keeping the cost down with a dedicated team of staff members and Councillors working with the other parts of Government to improve lives one family, one street and one place at a time.

Cllr Richard Elliott  
Wicklewood Ward  
South Norfolk Council

## Norfolk County Council Annual Report 2021

Last year I wrote my annual report in April and finished it by saying 'dealing with the Coronavirus has completely disrupted the council's work and budget plans. We have responded to current needs and, like everyone else, we have no idea how long this will continue or when we will be able to get back on track.'

I don't think any of us imagined that we would not be emerging from this for a full year. We will be balancing the budget this year because the Government has assisted with the financial demands of the pandemic but it has been a very different and difficult year. For the last year staff have been working from home and many who had face to face roles, which had to cease, have been helping our other services, or the NHS with whatever needed to be done to help local people and businesses. They have delivered medicines and groceries, helped with testing and vaccinations and answered phone calls for assistance. The Fire Service has driven ambulances, taught others to drive ambulances and set up and run a new mortuary when there were not sufficient to cope.

Museums, libraries, Records Office were closed but they set up and ran virtual visits, activities, etc to assist with the wellbeing of children and adults sitting at home.

Adult Learning put their courses on line and developed many new ones, to help people who had lost their jobs develop new skills and acquire qualifications as well as provide activities to support peoples' mental health and wellbeing.

The council funded and distributed 5,000 laptops and tablets for children who needed them to do school work at home and art packs were also supplied to keep them occupied and interested. Libraries set up a phone line to support families who were struggling with home learning and how to use the new digital devices.

Customer Services has assisted with the test and tracing to warn people who have unknowingly been in contact with people with COVID and we believe this service will need to continue for at least another year.

The council's usual work continued maintaining roads, supporting vulnerable adults and children and responding to emergencies such as the flooding during the winter.

The Norfolk Strategic Flooding Alliance has been set up to identify the causes of some of the flooding and help rectify them.

Libraries are about to open again. Recently they have assisted people to complete the Census on line and will be stocking the lateral flow tests in libraries and on mobile libraries when they start coming round again.

A new grant scheme called 'Go Digital' was launched in December to enable micro, small and medium sized businesses to make better use of digital technology by providing funding and one to one support and advice to help support the local economy.

Work has begun on two new recycling centres one to the north and one to the south of Norwich and some major road schemes are about to start in Gt Yarmouth, Downham Market and Stalham. The Long Stratton bypass has also been agreed.

The Member's Highways grant of £6,000 will be increased by £4,000 this year and extended to include environmental projects. The council has also agreed to plant one million trees



over the next five years to reduce our environmental impact and meet our target of zero carbon by 2030. Parishes are asked to help identify areas where trees are required.

This is just a brief overview of some of the work of the council. I am always around to answer questions or help with any problems that arise and I endeavour to attend all Parish Council meetings but occasionally I have two or more meetings on one evening and cannot attend everything. The Parish clerks know they can contact me anytime and I am happy to help.

*Margaret Dewsbury*

**Fenland**  
**Report for Annual Parish Meeting**  
**Wed April 28th 2021**  
**(Online Zoom meeting)**

Charity No 244712

Trustees

Val Evans , Graham Warrin

The trustees are aware that the pandemic may have had a financial impact on people living in Carleton Forehoe and so put this flyer in with the Group News last year, it still applies now.

The **Carleton Forehoe Fen Charity** has some funds to help those who find themselves in financial difficulties.

We would like to invite anyone in the village, who needs some assistance, to apply for a grant. This can be for a specific purpose or to help with the necessities of day to day living.

If you would like to apply, please contact the Fen Trustees-

Graham Warrin - 01603 758271

[graham.warrin@btinternet.com](mailto:graham.warrin@btinternet.com)

Val Evans - 01603 759589

[val.evans149@btinternet.com](mailto:val.evans149@btinternet.com)

The management plan continues in line with advice from Norfolk Wildlife trust, we had a site meeting earlier this month with them & other advisers, particularly dealing with questions concerning water levels & drainage. They advised that the dykes are all working as they should, with possibly a small amount of clearance to be done, & suggested that we take further advice from the Environment Agency who may advise cutting ingress channels to allow more water into the Fen itself when river levels are high, if water quality is found to not be too high in nutrients from agricultural run-off. General maintenance will include letting more light into the tussock sedge areas, glades & ponds by coppicing Alder, & felling & ring barking Sycamore.

The charity had the usual income from letting the shooting rights, and the latest financial statement can be viewed on the charity commission website.

Val Evans

## **Church of St Peter, Kimberley - Report for Parish Council 2020**

Because of the Covid 19 pandemic, there have only been six services held in church, although on-line Holy Communion services have been screened each Sunday and Morning Prayer and Complin daily. Our Carol Service had to be cancelled this year because of restrictions but a donation of £362.74 was sent to St Martin's Housing Trust which was from the collection at the 2019 service. We were, however, able to have a wedding and a funeral before the lockdown restrictions and a graveside burial once restrictions commenced.

Kimberley Fete was also cancelled and so we did not receive a contribution from this. Fortunately, Diana Mutimer continued with her plant stall and raised money for the church. We are very grateful to Diana for this contribution as it was the only income received apart from a very much reduced amount from the collection at services.

No maintenance has been carried out this year. The sycamore tree close to the church had two large branches fall in the Autumn and was considered unsafe. Approval was obtained from South Norfolk Council and the Archdeacon for the tree to have the main branches cut back. This was carried out in the spring. The grass has been cut by contractors and the hedge cut by Alex Mutimer. The PCC would like to thank the Parish Council for its continued assistance towards the cost of churchyard maintenance. This is much appreciated.

*Joy Smiley*