

Ditchingham Parish Council

ANNUAL PARISH MEETING

Ditchingham Village Hall

Monday 30th May 2022 – 7.30pm

Councillors: Fred Hartwell, (Chair), Brendon Bernard, Yvonne Daplyn, Angela Gifford & Keith Weston

Clerk/RFO: Sally Chapman

Also Present: Two members of the public

MINUTES

The Chair of the Parish Council welcomed everyone to the meeting.

1. **To Confirm the Minutes of the 3rd May 2021 Annual Parish Meeting**
The Minutes from the Meetings held on 3rd May 2021 were confirmed unanimously as a true and accurate record and were signed by the Chair.
2. **To Deal with Any Business not on The Agenda Arising from Those Minutes**
None
3. **The Chair will give A Brief Report on The Council's Activities**
The Chair gave a verbal report (attached).
4. **End of Year Report from the Responsible Financial Officer**
The RFO read out a summary of the report (attached).
5. **To Receive Reports Giving a Summary of The Year's Activities from Council's Committees:**
 - a) **Community Committee**
No report received.
 - b) **Finance & Resources Committee**
No report received.
 - c) **Planning & Highways Committee**
The Chair read out the main points of the report (attached).
6. **Report from the County Councillor**
County Councillor Barry Stone sent apologies and a report now on DPC's website:
<https://ditchinghampc.norfolkparishes.gov.uk/category/meetingdates>.
7. **Report from the District Councillor**
District Councillor Brendon Bernard submitted a report now on DPC's website:
<https://ditchinghampc.norfolkparishes.gov.uk/category/meetingdates>.
8. **To receive a Report from Ditchingham Primary School Governing Body**
A Governor from the Trust read out a report from Ditchingham C of E Academy (no copy emailed).
9. **To receive a Report from Ditchingham United Charities**
Councillors were advised Ditchingham United Charities Annual meeting will be held in July this year and a report will follow.

Signed _____

Date _____

Ditchingham Parish Council

10. Reports from Community Groups

a) Ditchingham's Men Shed

A representative from Ditchingham's Men Shed gave an informative talk about Men's Shed, their aim to improve the health and wellbeing of their members and their new premise at Earsham's Wetland Centre. Cllrs asked questions and received an open invitation to visit in the near future.

b) Ditchingham Community Speedwatch 2022

A report was read out by a Speedwatch Team Member (*as attached*).

11. Public Questions

None

The meeting ended at 7.50 pm

Signed _____

Date _____

Ditchingham Parish Council

DPC Chairman's Report

30 May 2022

Well, thankfully we have at last come through the Covid pandemic and things are looking positive. May 2021 saw the end of "Zoom" meetings and that of course was our last Annual Parish Meeting.

The next meeting of import was the September meeting at which councillors J Green, K Weston, A Larkin and myself were co-opted to fill the immediate vacancies and to reorganise the various committees.

The village hall extension is almost completed. Our District Councillor, Brendon Bernard has been able to make a considerable donation to this.

The planned celebrations to mark our Queen's Platinum Jubilee have been taking up quite a lot of extra time and I am very pleased to be able to say a great big thank you to my fellow councillors, Angela, Brendon, Keith and also Georgina, one can only imagine, the work that they have all done on this project.

We, as a council cannot manage all the unseen work that happens around our village without a dedicated band of casual workers who beaver away helping to make Ditchingham the wonderful village that it is and it is to those people, from all the council I must say thank you, we do appreciate all your efforts, I am of course talking about Mr & Mrs Mulley who together keep our bus shelters, phonebox and the Lychgate clean & tidy, Mr P Austin, our Litter picker he also completes safety inspections on the play park equipment and the burial ground, reporting any areas of concern. Our other friend is of course Charlie Taylor. Thanks, Charlie, for all your work moving the SAM2 around, it's a great help.

The person that holds it all together is of course our Parish Clerk, Ms Sally Chapman, always there to offer advice on points of order, she manages all the council's finance, produces the annual audit, which our auditors commend, publishes agendas and minutes of our meetings, keeping the public informed. We must not forget the liaison between DPC and SNC/NCC.
Thank you, Sally.

Lastly, I thank all of our councillors for their support to me as Chair, so much knowledge between them.

Many thanks

Fred Hartwell
30 May 2022

Signed _____

Date _____

Ditchingham Parish Council

End of Year Report from the Responsible Financial Officer

Ditchingham Parish Council		
Year ended 31st March 2022		
	Receipts and Payments	
2020/21		2021/22
£	Receipts	£
30,000.00	Precept	37,000.00
2,260.00	Cemetery	3,535.00
275.00	Allotments Rents	265.00
121.73	Business Account Interest	7.76
5,522.42	VAT Reclaimed	6,075.10
0.00	Thwaite Road Play Area Cashbox	93.30
0.00	Community Infrastructure Levy	-
0.00	Section 106/Grants	-
38,179.15		46,976.16
	Expenditure	
10,639.68	Staff Costs (staff salaries taken from *)	11,823.02
379.68	Clerk's Office Costs	396.00
1,505.68	General Expenses	2,232.14
100.00	Allotments rent to land owner	100.00
3,954.99	Cemetery Maintenance*	2,658.37
984.60	Dog Waste Bin Servicing	1,106.00
780.21	Insurance	766.08
0.00	Miscellaneous	51.25
750.00	Parishioner Magazine/Website	750.00
1,348.54	Thwaite Road Play Area Maintenance/grass cut/litter picker*	2,479.21
2,006.40	The Dip Maintenance/grass cut/litter picker*	2,386.21
2,127.47	Village Maintenance*	2,234.20
1,501.09	Tree Survey/Maintenance	-
1,200.00	Street Light's Electricity/Maintenance Contract	1,200.00
0.00	Village Hall Grant - Section 137	6,000.00
4,286.80	VAT	7,471.89
4,765.00	Play Area New Equipment & Repairs	11,750.65
1,806.85	Street Lights Repairs/LEDs/Removal	14,002.00
1,425.00	The Malting's Landscaping	-
0.00	S137/Community Infrastructure Levy Expenditure	-
39,561.99		67,407.02
-1,382.84	Surplus Income over Expenditure	-20,430.86
143,820.92	Balance b/f	142,438.08
142,438.08	Balance c/f	122,007.22
	Balance Sheet	
	Cash at Bank	£
4,275.71	Current Account	36,623.18
138,162.37	Business Saving Accounts	85,574.42
0.00	Petty Cash	-
0.00	Uncleared Receipts	220.00
0.00	Uncleared Payments	(410.38)
142,438.08		122,007.22
15,004.00	General Reserves	18,117.08
127,434.08	Earmarked Reserves	103,890.14
142,438.08		122,007.22
The above statement represents fairly the financial position of the Authority as at 31st March 2022 and reflects its receipts and payments during the year.		
Signed		
	Chair	
Signed		
	Sally Chapman - Responsible Financial Officer	

Signed _____

Date _____

Ditchingham Parish Council

Planning and Highways Committee Report to Annual Parish Meeting 30th May 2022

Planning Applications

The following applications were discussed during the year

1. Tunneys Lane – single storey extension – objected
2. Hamilton Way – 20mph speed limit during construction – approved
3. Ditchingham Dam – first floor extension – approved
4. Norwich Road – 3 bungalows – opposed

Numerous other applications were considered and No Comments were made according to our Policy.

Streetlamps

All Sodium lamps were replaced with LED lights using the Reserves available and the Policy was changed to keep all the former SNC lamps.

Grit bins

All bins were inspected, and action needed will be undertaken by Highways during the year.

Village sign

The post holding the sign coming in from Broome on Loddon Road has rotted and will be replaced by Highways.

Dog Waste Bin

A further bin has been installed at the junction with Thwaite Road and Tunneys Lane.

Speeding

Our SAM2 camera continues to be moved throughout the village. We are grateful to a resident and former Cllr. for volunteering his time.

Other resident volunteers have formed a Speedwatch Group and operate periodically throughout the Village.

Pavement hazards and other issues

Numerous issues have been reported to Highways and will be dealt with when resources allow.

Alan Larkin

Chair, Planning and Highways Committee

Signed _____

Date _____

Ditchingham Parish Council

DITCHINGHAM COMMUNITY SPEEDWATCH 2022

After a 2 year wait because of Covid the present team currently consisting of 8 volunteers from the village carried out their first Speedwatch sessions in early January monitoring traffic on the Loddon and Norwich Roads.

Community Speedwatch is supported by Norfolk and Suffolk Constabularies and Norfolk and Suffolk Safety Camera Partnership who provide training and administrative support.

Equipment is provided by the Police, including a Bushnell Radar Device (BRD) which registers the speed of a vehicle, fluorescent jackets and warning signs.

The aim of Speedwatch is to educate drivers to the official designated speed limits. Speeds are checked with the handheld BRD and any driver whose speed registers 35mph or over in a 30mph zone or 46 or over in a 40mph zone will have their details recorded and passed on to the police who will write to the registered keeper of the vehicle.

Watches are arranged at various times, weather conditions and safety checks permitting, by a team of at least 3.

Our activities have been warmly welcomed by residents who use local roads either driving or on foot, many asking us why we are not out in other areas such as Hollow Hill Road or Ditchingham Dam. The reason for this is that at present only Loddon and Norwich Roads meet the safety criteria for CSW monitoring.

Now that the nights and mornings are lighter most of our efforts until the Autumn will be at peak times early mornings and teatime. Increased traffic is especially noticeable in the Loddon Road where through traffic is heavy with many drivers exceeding the speed limit.

We hope to continue to be out and about helping to encourage drivers to respect speed limits in our village as they would wish them to be respected in their own community; hopefully this will make the village safer for drivers, cyclists and pedestrians.

Corinne Layton

Ditchingham Community Speedwatch Team

Signed _____

Date _____