

Castle Acre Parish Council

Clerk: Ms Amy Hart, 9 Orchard Lane, Castle Acre, Norfolk, PE32 2BE

Telephone: 07815430777 Email: castleacrepc@gmail.com

NOTICE IS HEREBY GIVEN OF THE CASTLE ACRE PARISH COUNCIL MEETING TO BE HELD AT CA VILLAGE HALL 19:30pm ON THURSDAY 8th February 2024, REGARDING THE FOLLOWING BUSINESS:

1. APOLOGIES.

2. DECLARATIONS OF INTEREST

3. MINUTES of the PC meeting 11th January 2024

4. HEALTH & SAFETY reports on any new H&S issues. Defibrillator, Cllr Chakrabarti – update. Tree report. Tree surveys for 2024. Trees Playing Field.

5. PLANNING

Ref: 23//02027F (re-consultation)

Erection of single-story rear extension at 5 Pales Green, Castle Acre, King's Lynn, Norfolk, PE32 2AW.

Ref: 22/01464/FM

Appeal Ref: APP/V2635/W/23/3327057

Appeal against BCKLWN refusal of 10 glamping pods.

Land west of Castle Acre School north of Highfields House and No's 2 to 6, Back Lane, Castle Acre

6. UPDATES ON ACTIONS REQUIRED FROM PREVIOUS MEETINGS

40c. (2023) Castle Acre Visitor Car Park – update.

42. (2022) South Acre Rd ford, TRO - update.

01. (2023) Non-Conformist Burial Ground – update.

02. (2023) Minns Meadow footpath erosion and footbridge – update.

03. (2023) Village Map: resident offer to refurbish display casing/posts & revised placement - update.

04. (2023) Model Biodiversity Duty plan, written and reviewed for Castle Acre. Added to CA website by 1st Jan 2024 deadline (Cllr Liam Manson to update).

05. (2023) Castle Acre Village Sign, Stocks Green. First quotation received to replace signpost & refurbish seating re: SOS, Save our Sign project - update.

06. (2023) CAC Bowls Club funding request – update.

07. (2023) Purchase of Parish Council Laptop - update.

08. (2023) Funding opportunities (West Norfolk SPF Programme Team), village hall interest – update.

09. (2023) EV charging units re: Electric Vehicles NCC - update.

10. (2023) Precept / Annual Budget for fiscal year 1st April 2024 to 31st March 2025 submitted - update.

7. REPORTS

- Highways:
- Clerk reported deep potholes at Jubilee Bridge, worsening potholes at Newton Road and Massingham Road - update.
- Cllr Neil Patrick requested on 22/01/2024 that the Clerk report further deep potholes on Newton Road, by the Old Forge and the junction with Sandy Lane – update.
- Village Hall, School, CAPFA, BCKLWN & NCC.

8. MATTERS REQUESTED BY COUNCILLORS

- a) Appointment of internal auditor for upcoming May 2024 AGAR review and confirmation of cost.
- b) TTSR contract 2024, PC broadly accepting of contract on 18/01/2024 with some changes to be confirmed – update and discussion.
- c) Streetlights: New quotations now received from SSE; 12-month contracts for all MPAN's 01/02/2024 and 01/03/2024 with new rates and new DD instructions to bank as required, were completed and signed before expiry date – update
- d) Review of BHIB (now Clear Councils) insurance for Castle Acre Village Volunteers. Clerk submitted a request for a call to discuss with Clear Councils on 19/01/2024.
- e) Health and Safety schedule/risk assessment for Castle Acre Parish Council.
- f) Bus Shelter, Massingham Road, repair or try to replace? Funding options for new Bus Shelter – update
- g) How to spot a loan shark, info sharing from Cllr Chakrabarti.
- h) Clerk's working hours, start date for increase to be discussed.

9. CORRESPONDANCE

- a) Email received on 10/01/2024 from Countryside Charity CPRE re: Dark Skies Policy guidance and model Light Pollution Clause – update.
- b) Email received from Electric Vehicles (NCC) on 11/01/2024 requesting meeting regarding previously turned down site at CAPF/St James's Green for 2 x Electric Vehicle charging units – update.
- c) Email received from Chair of Village Hall expressing interest in an PC-made application for an 100% funded Sheffield Bike unit ref: BCKLWN 'Active Travel Enhancements and Cycle Storage grants' letter.
- d) Email received on 23/01/2024 from VH committee of Great Massingham regarding questions as to Castle Acre's MUGA court and wishing to be put in touch with a point of contact for CAPFA.
- e) Email received on 23/01/2024 regarding any village interest in connectivity sessions – update.
- f) Email received on 23/01/2024 regarding Highways Community Street scene Rangers visit in March – update.
- g) Email received on 23/01/2024 from resident requesting PC permission for a cake stand on Saturday 23rd March 2024, Stocks Green in aid of Church Flower Fund due to loss of Ostrich location. Decision.
- h) Email received on 25/01/2024 from BCKLWN regarding energy efficiency assessments and funding opportunities (deadline 26/03/2024) for local VCSE's – update.
- i) Email received on 25/01/2024 from NCC regarding changes to local mineral and waste local plan – update.
- j) Email received on 26/01/2024 from BCKLWN (planning department) regarding planning & compulsory purchase act Gypsy (*sic erat scriptum*) & Traveller Sites consultation January 2024.
- k) Email received on 28/01/2024 from Chair of CAPFA regarding amending BHIB insurance policy to include the MUGA (Multi Use Games Area).
- l) Emails received on 29/01/2024 from Clear Councils clarifying PC insurance of persons & Burial Ground policy - update.
- m) Email received on 30/01/2024 regarding Castle Acre Summer Ball 2024 - update.

10. ACCOUNTS

ITEM:	Cost to PC Budget:	Grant funded:
Clerk Salary (January)	£ 382.20	
Clerk Stationery 12/01/2024 C5 Envelopes	£2.99 VAT: £0.50	
Postage of CA precept application via recorded delivery. Ref: DF374804635GB	£2.75	
SSE (DD) 22/01/2024	£83.13	

REFUND: PC HP Pavilion laptop purchased on Chair's credit card on 17/01/2023. Ref: 049301 Inc: 2 years McAfee MS Window package + cloud storage.	£649.00 VAT £119.83 £19.99 £70.00 Total: £718.99	
HSBC Banking Charges 22/12/2023 (DD)	£10.64	
K&M invoice no. 8485 12/01/2024 9029 & 9026 (North Street) LED lamp replacement Credit note no. 8497: 9029 (under warranty)	£192.00 inc VAT <i>Minus £96.00</i> VAT: £16.00 Total: £96.00	
CA Bowls Club, ref: funding request	£200.00	
Authorised for online payment by- Date: Signatory 1: Signatory 2:		

11. VILLAGE MAINTENANCE –

- Resident reported on 18/12/2023 a streetlight out on North Street, Clerk reported to K&M on 18/12/2023 and to check if this streetlight is still under warranty – update.
- UK Power Networks contacted Tim Hubbard (Chair) on 29/12/2023 to request access to CAPF approx. mid-February to clear tree branches from power lines along the boundary of the playing field and Boundary Cottage, Massingham Road - update.

12. PUBLIC QUESTIONS

Next meeting: Thursday 14th March 2024 19:30 in the CA Village Hall.

Signed.....