

# Mulbarton Parish Council

## Clerk's Report

### August 2023



#### Items not on the agenda (information only)

The Parish Council have appointed a Parish Warden to help with the maintenance Parish Council's responsibilities, including The Common and The Meadows. If you see Rob, please say "hello". If you have anything you would like to Parish Council to consider carrying out, contact the Clerk in the first instance.

Did you know your Parish Councillors are all volunteers? Between them they have a lot of knowledge and experience that they bring to the Council. They carry out actions, discuss and agree on behalf of Mulbarton residents and are looking for more volunteers who would like to become councillors. If you have an interest in what happens in Mulbarton and you can spare a few hours a month, contact the clerk to find out more about joining us.



Residents have told us about overgrown branches that are impeding the footpaths around The Common and these will be dealt with by our new Parish Warden.

You have also told us about the overgrown ditch/path at Long Lane and trees growing in the pond on Oakley Park. Although these fall outside of the Parish Council's responsibilities, we have contacted the relevant parties to ask for action to be taken.

The refurbishment of the fingerpost on the Southwest corner of The Common is now complete. Thank you to our volunteer who has done an amazing job. He is now part way through the fingerpost at the top of The Common. This requires a lot more work as the fingers have rotted and need the base material replacing.



The wooden bench on the West side of The Common will have layers of oil applied over the next few weeks. Signs will be in place to advise the public not to sit on the bench while it dries. Many thanks to another wonderful volunteer.

We have also had a volunteer supporting in the office who has been updating the website, collating asset information, carrying out play area inspections around the village hall, litter picking, etc.

Tony Martin, who joined the council at the last meeting, will be attending an induction for councillors' course later this month and Dennis Wells will be taking part in a finance for councillors' course in November.

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Last month the council agreed to purchase a new bin for The Common but the Clerk is looking into moving a bin that is not currently being use.

The CCTV is no longer in use and the Village Hall Management Committee are considering if they would like to take this on.

The Parish Council Village Hall Committee has not met since their creation at the last meeting.

Highways have been contacted about the traffic issues raised at July's meeting to find out if there is any action the Parish Council can take to address these. No response has been received yet.

No progress has been made on a policy/procedure to book Orchard Park or signage for Meadows Wood.

## Items on the agenda

### Item 8.2: Covers to water troughs at The Swamp, Meadows and Long Lane

Oakley Park South water troughs already have covers and last month the council asked for a quote to cover the remaining 6 troughs at the other 3 sites.

The water for Long Lane has been invoiced incorrectly and no bill for Oakley Park South has been received. It is difficult to advise if there is enough in the budget for the water and trough covers

### Item 10.2: Village Hall entrance

Potholes at the entrance to the Village Hall site, across the Common car park are frequently filled but these repairs do not last long. The Parish Council is working with South Norfolk Council for a more permanent repair and to obtain partial funding. Any shortfall in funding could be shared between the Parish Council, Mulbarton Wanderers CIC and the Village Hall, as the main users.

Any works are likely to result in the entrance being closed while the work goes ahead but we will aim to keep the disruption to a minimum. Once the dates have been agreed we will publish these as widely as we can.

### Item 13: SAM2 data

We have created an additional page on our website to share the data that is collected. This data will also be shared with other agencies, e.g., Speed Watch, Police, as appropriate. Our latest report is at the bottom of this report.

### Item 15: Community Hub project

At the last meeting, the Council asked the Clerk to arrange a meeting after the Village Hall AGM, which was due in September. This has now been moved back until 10 October.

### Item 15: To discuss the use of Sharepoint

The Council currently use OneDrive to store and share documents, but this is not an ideal platform for all Councillors.

### Item 19: Risk Management of Orchard Park

The Chair and Clerk had a meeting with the Parish Council's insurance broker which covered risk management of Orchard Park.

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Item 20: Land maintenance contract

Last year, the Parish Council entered into a 1-year deal with contractors to manage the grounds that fall under their responsibility. Councillors are being asked to consider any changes required before the Clerk obtains quotes.

Item 21: Community engagement and Facebook

The Facebook page has been created and the agreed admin have the appropriate access.

Item 23: Delegated responsibilities to the Clerk

The Council can choose to delegate certain responsibilities to the Clerk. This will give the Clerk the authority to carry out many day-to-day functions, leaving councillors to focus on more strategic matters.

Item 24: Neighbourhood Development Plans

The Council have been contacted about a planning decision made in Staffordshire that contravenes the local Neighbourhood Development Plan. It is feared that this decision could open the door for other local authorities to disregard Neighbourhood Plans. The Parish Council are being asked to consider sending a response to our local MP, Daniel Elmer.

Item 25: Wellbeing Champion

South Norfolk Council's Mindful Town and Village project is creating a network of Wellbeing Champions in the community. The Council will discuss how they can be part of this initiative.

**Chart to show vehicle count v speed at Long Lane (South) between 13 July and 10 August 2023**

