

**DALHAM and DUNSTALL GREEN PARISH COUNCIL****Minutes of the meeting of the Parish Council held on Wednesday 10<sup>th</sup> July 2024**

**Councillors present:** John Riddell (Chair), Isobel Aylott, Mark Corby, Ian Petchey, Ann Ward and Francine Wilkins-Smith.  
**Also present:** Antonia King (clerk) and District Councillor Mike Chester.

- 1. Chair's welcome and opening statement** – The Chair opened the meeting at 7.45pm.
- 2. To receive Apologies of Absence** – No apologies were received, all councillors were present.
- 3. To receive Declarations of Pecuniary and local Non-Pecuniary Interests** – Cllr Riddell declared an interest in a planning application referred to in item 13 .
- 4. To receive comment from the members of the public present -**
  - a) On the agenda under discussion – None received.
  - b) Matters regarding Dalham in general – None received.
- 5. To receive and approve the minutes of the last meeting held on 08/05/2024, 15/05/2024 and 24/06/2024 -**
  - a) Approval of the minutes was given by all present, as Chair Cllr Riddell signed the paper copy of the minutes for the meetings held on 08/05/2024 and 15/05/2024. As acting Chair, Cllr Aylott signed the paper copy of the minutes for the meeting held on 24/06/2024.
- 6. Reports for information –**
  - a) District Councillor, Mike Chester gave a verbal update (see item 8), with a report due to be issued after the full council meeting to be held on 16<sup>th</sup> July.
  - b) County Councillor, Andy Drummond was not present. For a copy of the report go to: [May 2024 Monthly Town & Parish Newsletter.pdf](#)
- 7. Police Matters –**
  - To receive reports of interest to Dalham – none received.
  - To receive an update from the community police officer designated to Dalham – none received.
  - To receive a brief report from Cllr Riddell regarding the meeting held with PCSO Harper – a brief report had been circulated prior to the meeting which raised no further questions from the parish council. Whilst the PCSO has made it clear that she will not be attending PC meetings, she was to provide details of how to access information regarding parish policing issues online. The clerk confirmed these details had not been forthcoming and she will follow it up with PCSO Harper.

A public surgery for villagers was to be organised for late July, the clerk confirmed that no notification had come through regarding this, and she will also chase with PCSO Harper.
- 8. Matters arising from Minutes of the last meeting that are not an agenda item -**
  - To receive an update from the clerk regarding the directional sign at the junction of Dunstall Green Road and Denham Road – the clerk reported that due to additional funding available from Cllr Drummond, this sign would now be replaced within the next 14 weeks.
  - To receive an update from District Cllr Chester regarding the dog bin collection route – District Cllr Chester reported that he remained unable to get any commitment from the Waste team.
- 9. To receive and consider all financial matters:**
  - a) **To approve items for payment – future and retrospective:**  
 It was resolved that the following payments would be approved:
    - Clerk salary - £242.15 for July

**So signed by the Chair at the meeting on September 11<sup>th</sup> 2024**

- Clerk salary - £242.15 for August
- SALC training - £42.00
- SALC Audit - £212.40

Cllrs Aylott, Wilkins-Smith and Riddell signed the Schedule of Payments.

**b) To note the accounts paid since the last meeting:**

All accounts paid had been previously authorised with the approval minute noted.

- c) To consider and receive the Bank Reconciliations for period ending 31.05.24 and 30.06.24:** Cllr Corby verified and signed the bank reconciliations against the bank statements.

**DALHAM PARISH COUNCIL**

**BANK RECONCILIATION AS AT 31 May 2024**

**Treasurers Account**

**Payments made 01/05/24 – 31/05/24:**

15.05.24	SALC	Subscription	£146.78	9a/304
15.05.24	Westcotec	Post brackets	£133.80	9a/305
20.05.24	SALC	Audit	£212.40	9a/314
31.05.24	Mrs A King	Salary	£242.15	9a/304
<b>May total payments</b>			<b>£735.13</b>	

**Receipts received 01/05/24 – 31/05/24:**

<b>May total receipts</b>			<b>£0.00</b>	

**Instant Savers Account**

**Receipts received 01/05/24 – 31/05/24:**

09.05.214	Lloyds	Interest	£4.88	
<b>May total receipts</b>			<b>£4.88</b>	

**Bank Reconciliation at 31/05/24:**

	<b>Treasurers Account</b>	<b>Instant Savers Account</b>
<b>Balance of accounts c/f:</b>	<b>£10,804.17</b>	<b>£4,570.41</b>

So signed by the Chair at the meeting on September 11<sup>th</sup> 2024

Payments in	£0.00	£4.88
Payments out	£735.13	£0.00
<b>Current balance:</b>	<b>£10,069.04</b>	<b>£4,575.29</b>

**DALHAM PARISH COUNCIL****BANK RECONCILIATION AS AT 30 June 2024****Treasurers Account****Payments made 01/06/24 – 30/06/24:**

05.06.24	K Hutchinson	Verge cutting	£516.00	
<b>June total payments</b>			<b>£516.00</b>	

**Receipts received 01/06/24 – 30/06/24:**

<b>June total receipts</b>			<b>£0.00</b>	

**Instant Savers Account****Receipts received 01/06/24 – 30/06/24:**

10.06.24	Lloyds		£5.21	
<b>June total receipts</b>			<b>£5.21</b>	

**Bank Reconciliation at 30/06/24:**

	<b>Treasurers Account</b>	<b>Instant Savers Account</b>
<b>Balance of accounts c/f:</b>	<b>£10,069.04</b>	<b>£4,575.29</b>
Payments in	£0.00	£5.21
Payments out	£516.00	£0.00
<b>Current balance:</b>	<b>£9,553.04</b>	<b>£4,580.50</b>

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**d) To approve and sign the checklist of Internal Controls:**

Cllr Corby, as the Internal Control Officer duly signed the internal control checklist.

**e) To note the budget to actual position for year to date (Q1):** this was duly noted with no queries raised.**f) To note confirmation of exempt status for external audit received from PKF Littlejohn:** this was duly noted.**10. To receive and consider matters relating to the following:****a) To consider nominations for co-option to the parish council to fill 1 casual vacancies:** the council reported that despite several approaches to potential villagers, no one had expressed an interest in the position at this stage.**b) To receive an update on speeding figures throughout the village and to make a final decision regarding the 20's Plenty campaign:** Speeding figures gathered from locations throughout the village are encouraging indicating that there is not a major problem. However, given the lack of footpaths and lighting in the village pedestrians remain vulnerable. The council agreed to register an interest with the campaign and offering their support. The clerk is to contact the campaign group to action this, and Cllr Corby will remain the first point of contact to report any further developments as and when they come through.**c) To receive the data report from the SID machine and consider the position of the SID Machine on Stores Hill:** for a copy of the survey: [Dalham-Speed-Survey.pdf \(dalhamparishcouncil.gov.uk\)](https://dalhamparishcouncil.gov.uk/Dalham-Speed-Survey.pdf)

The average speed was found to be less than 30mph in all locations, with the exception of Stores Hill which was registering 32mph average. It was agreed that the location of the SID machine on Stores Hill may have skewed the figures as it was recording cars speeds before they had entered the 30mph zone. Also noted was a message from a resident stating that the SID machine was reading 'slow down' at 25mph rather than 30mph. Cllr Ward and Petchey are to check the settings and adjust if necessary.

There appears to be no obvious times of day when cars are driving in excess of the speed limit, resulting in an inability to target regular speeders.

It was agreed that a longer time sequence should be analysed, and comparisons made to driving before and after the road painting was completed. A further discussion could then be had regarding traffic calming options.

**d) To discuss the possible extension of the 30mph limit on Stores Hill:** it was agreed that the clerk would investigate the criteria required to move a 30mph limit and report back at the September meeting before any informed discussions can be had on this subject.**e) To consider potential locations within the village for wildflower areas:** Cllr Aylott agreed to review all the areas and report back once they had been left for a season to establish what is already growing there.**f) To consider the installation, location and purchase costs of a public bench within the village:** Cllr Chester offered £500.00 from his locality budget towards the cost of a new bench. Discussions regarding the location of the bench were had and it was agreed that the area overlooking the river to the south of the river gauge station would be ideal. Cllr Riddell is to investigate who owns the land for permission to install the bench. The clerk is to speak with the Environment Agency regarding access issues to the river gauge station and proximity to the river.**g) To receive an update from Cllr Petchey regarding progress on pedestrian ramp over the footbridge:** Cllr Petchey reported that on further inspection there is an Environment Agency datum tag in the ground where the ramp would be installed. As a result, he is unable to continue with this project. The clerk is to contact the resident that originally requested the ramp and explain the situation.

So signed by the Chair at the meeting on September 11<sup>th</sup> 2024

**h) To receive a brief report from Cllr Aylott and Cllr Corby regarding the planning seminar they attended:**

unfortunately due to the advertisement for the seminar not being clear Cllr Aylott and Corby only attended one of four seminars that were planned. The cost of these seminars were £35.00 each and it was agreed that this would be too expensive for the council to justify. The clerk is to feedback to SALC regarding this.

**11. Volunteer projects for the year:**

**a) To discuss Community Speed Watch and receive a list of potential volunteers who are happy to be involved:** the clerk confirmed that 3 volunteers had put their names forward to be part of the CSW team. It was agreed that if the councillors also put their names forward, there would be enough volunteers to make it viable. The clerk is to speak with PCSO Harper and CSW team in Moulton to move the project forward.

**12. Planning Applications to be considered by the council:** none received.

**13. To receive any items of correspondence not previously circulated:** a late planning application had been received and it was agreed that the council would meet on July 25<sup>th</sup> at 6pm to discuss it. Cllr Riddell declared an interest in the application as he is a direct neighbour and as a result would not attend the planning meeting.

**14. Items for discussion at the next meeting:**

- Bench
- Daffodils
- 30mph zone on Stores Hill
- Community Speed Watch
- Policies and Procedures

**15. Dates of next meeting:**

a) Next meeting – Wednesday September 11<sup>th</sup> 2024, 7.45pm Dalham Village Hall.

**16. There being no further business to discuss, the meeting closed at 9.16pm**

Signed ..... (Chair) Dated .....

**So signed by the Chair at the meeting on September 11<sup>th</sup> 2024**