

MINUTES OF POTTER HEIGHAM ANNUAL PARISH MEETING HELD ON ZOOM ON WEDNESDAY 21ST APRIL 2021 AT 7PM

The Parish Council Chairman, Paul Rice, presided and the following Councillors were present:-

Robert Lovick, Harry May, Stan Chapman, Robin Graves-Morris, Sheridan Turner, Tom Bradford, Bev Standen, and Claire Peat. The Parish Clerk, District Councillor Harry Blathway and five members of the public were also present.

1. APOLOGIES FOR ABSENCE

Jane Harrison, Andrew Butler and County Councillor Richard Price.

2. MINUTES OF THE MEETING HELD 8th MAY 2019

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

3. UPDATE ON MATTERS ARISING

None.

4. PRESENTATION OF THE PETER SANDELL 'GOOD NEIGHBOUR AWARD' 2021

It was noted that nominations were normally received via an advertisement in the Gazette, and that nominations were received through the Clerk. Normally there would be no more than three recipients. The Clerk was asked to put this into the next issue of the Gazette, and the award would be made at a future Parish Council meeting.

5. PARISH COUNCIL REPORTS

a. Chairman's Report

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

b. Parish Council Leads

a. Allotments

The report from Paul Rice was presented (**Appendix B**).

b. Drainage

A drainage report would follow.

c. Environment

The report from Robert Lovick was presented (**Appendix C**).

d. Footpaths

The report from Robert Lovick was presented (**Appendix C**).

e. Staithe

Harry May reported that the Staithe needed cleaning which would be done by the Broads Authority,

- f. SAM2
The report from Bev Standen was presented (**Appendix D**).
- g. Staithe
Harry May reported that the Staithe needed cleaning which would be done by the Broads Authority, and the planters were being maintained.

c. Financial Report

The Financial Report was presented by the Clerk (**Appendix E**). It was confirmed that the Chairman's Allowance was agreed as a gift to the outgoing Chairman, which was a bench and plaque, and was used for unusual outings such as this

6. VILLAGE ORGANISATIONS AND OTHER REPORTS

- a. County Councillor
The report from Richard Price was presented (**Appendix F**).
- b. District Councillor
The report from Harry Blathwayt was presented (**Appendix G**).
- c. Police
The report from PC Tom Gibbs was presented (**Appendix H**).
- d. Broads Authority
The report from Maxine Willoughby was presented (**Appendix I**). Maxine noted that the weeds had been sprayed yesterday, and was scrubbing up after ducks every fortnight.
- e. Village Hall Management Committee
The report from Robin Graves-Morris was presented (**Appendix J**). A query was raised regarding the proportion of income against grants. In response, it was noted that information was confidential to trustees, and public information was available on the Charity Commission website.
- f. Trust Fund
The report from Stan Chapman was presented (**Appendix K**).
- g. Parochial Church Council
The report from Donald Pickering was presented (**Appendix L**).
- h. Methodist Church
- i. The report from Linda Monsey, was presented (**Appendix M**).
- j. Ludham Primary School
The report from Mark Moore, Headteacher, was presented (**Appendix N**).
- k. Civil Protection Co-ordinator
Paul Rice reported that there had been 53 days of constant flood alert in the village, with councillors on standby, including putting out flood barriers. The water nearly compromised fences and was close to flooding

buildings and roads. This was happening across the County. The problem was ongoing. Ditches were being cleared and discussions were taking place with landowners to ensure water could get away. The village emergency plan was being reviewed, and volunteers to help out during an emergency would be welcomed.

- l. Art Exhibition
There was nothing to report.
- m. Bowls Club
No report.
- n. Rainbows / Brownies
The report from Stephanie Self was presented (**Appendix O**).
- o. Dog Training Club
No report.
- p. Stitchers Group
The report from Sue Harris was presented (**Appendix P**).
- q. Short Mat Bowls
The report from Mick Eady was presented (**Appendix Q**). It was noted that the report mentioned a lack of hot water basin in the toilets, the Chairman of the Village Hall noted that they had looked into putting in a hot water boiler and quotes were being obtained. The kitchen had a hand basin with hot water available.
- r. Potter Hens
The report from Hazel Eady was presented (**Appendix R**). It was noted that the name of this group had been changed to Potter Mardlers.
- s. Tea Afternoon
There was nothing to report.

7. PARISHIONERS QUESTION TIME

None.

8. ANY OTHER BUSINESS

None.

There being no other business the Chairman closed the meeting at 7.26pm.

Signed:

Dated:

Potter Heigham Parish Council Chairman's Report 2021

In November 2020, I found myself unexpectedly in post as Chairman after the previous Chairman, George, resigned for family reasons. (Because of the short time I have been Chairman, I have kept this report deliberately short).

At the same time as the previous Chairman resigned, our long serving Clerk, David Balls also resigned followed by one of our longest serving Councillors Gordon Playford who was also Vice Chairman. I convey my thanks to them all for their service to this Parish.

This past year, this Council has welcomed four new Councillors namely, Sheridan Turner, Jane Harrison, Andrew Butler and Claire Peat all of whom have enthusiastically got involved in their roles.

This Council has now welcomed our new Clerk, Catherine Moore, who has many years experience in local Government and ably assists our Parish and other Parishes in their day to day running. I wish to thank Councillors Stan Chapman, Robert Lovick and Bev Standen for their running of the interviews for the Clerk post.

Our new Potter Heigham Parish Council website is now live with lots of information about the council and with a link to the new Potter Heigham Village website where there is information about the village, local businesses and more, with thanks to Councillor Bev Standen for designing the sites and Councillors Sheridan turner and Robert Lovick for assisting.

The whole Council will be undergoing further training in the next few months through the Norfolk Association of Parish Councils with some Councillors also having the option for more in depth training if they wish.

I will close the report mentioning the ongoing issues that the village has suffered particularly over last Christmas and New Year with flooding, both by the river and on many roads and homes inland. This was probably worse than it has been in most villagers memories and the County and District Councils were overwhelmed with flood issues all over Norfolk so it has taken some time to get some flood related task done or these are still ongoing. I will submit a separate report in my role as Senior Flood Warden and Emergency Coordinator

Paul Rice, PHPC Chairman

Potter Heigham Allotments

This past year the track at Green Lane allotments has been repaired and the allotments in general have been kept in good order. After request from tenants on the Green Lane allotments close to the A149, we are looking into costs for the provision of an additional tap.

We currently have a waiting list with request for at least two small allotment plots. Last season, a field gate was stolen from the Market Road field allotments and has since been replaced.

Paul Rice, Joint Allotments Officer

Annual Parish Meeting 14th April 2021

Footpaths/Environment (Cllr Robert Lovick)

I continue to monitor the conditions of our footpaths on a regular bases and I would encourage all residents to report damage/subsidence through one of our Council Members, the Parish Clerk or the Village Website.

During the COVID lockdown we noticed an increase in dog walkers and bearing in mind the numbers using the village footpaths there were only a few minor incidents of dog fowling.

Environment

All reports of waste deposited within the village are passed onto the appropriate department of the North Norfolk District Council. Sadly not all such notifications of the dumping of waste in a public area are followed up by the District Council immediately.

For the last 3 months I have reported the dumping of two car tyres on the grass verge between the A149 and Market Road and to date they have still not been collected. Further consultations with the Council will be expedited at the next Parish Council Meeting.

I would ask all residents to be vigilant about 'Fly Tipping' and if such incidences are witnessed descriptions of the offenders are noted, including the time and date, especially car details and if possible a car registration number. This can be reported to any member of the Parish Council or directly to the North Norfolk District. We can take some comfort from the fact that we do not have a major problem with 'Fly Tipping' in this village.

The Council is planning to organise a 'Village Litter Pick' as soon as the COVID restrictions allow. Once a date has been set it will be circulated in the Village Magazine and the Parish Website.

Cllr Robert Lovick
13th April 2021

SAM2 Report

Potter Heigham has now had a Sam 2 since Sept 2020, its first location being in Bridge Rd. It confirmed what has been said for the past 10 years that there is a speeding problem along this road as it could be used as a 'Rat Run'.

All results have been on-passed to Norfolk Police; however, it is rumoured they take no interest in data sent to them, only PC Gibbs who has a large patch to cover does try to help.

Although the data returned was very interesting there is a bigger problem than reported by Sam 2. All data was received during 'Lockdown' where only essential travel was supposed to be in force. Therefore, once lockdown has been lifted I suspect there will be a big increase in traffic. It will be interesting at the end of this year to compare 'Lockdown traffic usage' to that of post 'Lockdown traffic usage'.

In the case of Bridge Rd there was a daily usage of over 1310 cars travelling in each direction (total 2620), this does not sound a lot but equates to over 18300 a week travelling along what is an unclassified road. Speeds of up to 65mph have been recorded!

What was surprising it showed that Station Rd between the junction A1062 and A149 was only 700 cars per day (total 1400). It would appear that 610 less cars use this road which is an 'A' road. Speeds of up to 45 mph have been recorded.

We also placed at the request of residents the Sam 2 in the following:-

Church Rd

Reynolds Lane

Marsh Rd – Gym was closed due to Covid during this period so not a true example of speeding or road usage

Station Rd – between A149 and School Lane.

Green Lane.

Results appeared indicated that there isn't a speeding problem as such.

Summary of Parish Council Accounts 2020/21

Receipts

	<u>2019/20 (£)</u>	<u>2020/21 (£)</u>
Precept & Shortfall Grant	12,394.00	14,000.00
Allotments	2,403.83	2,358.50
Recycling Credits	892.36	762.18
Interest, Recharges and Other	1,668.12	1,195.62
VAT Reclaim	594.99	1,589.97
TOTAL	17,953.30	19,906.27

Payments

	2019/20 (£)	Budget 2020/21 (£)	Actual 2020/21 (£)
Churchyards	1,561.00	1,500.00	1,606.00
Insurance	1,053.53	225.00	1,075.84
Salary & Expenses	6,026.26	5,945.00	5,416.51
Chair Allowance	0.00	300.00	0.00
Admin & Training	239.74	210.00	316.31
Audit	30.00	30.00	0.00
Subscriptions	626.36	440.00	307.04
Village Hall	4,093.33	4,500.00	4,500.00
Recycling	141.00	160.00	122.55
Outside Spaces	1,017.49	1,296.00	1,491.89
Allotments	3,261.94	0.00	1,159.34
Section 137	450.00	340.00	280.00
TOTAL	18,500.65	14,946.00	16,275.48
VAT	1,589.97	560.00	1,399.51
TOTAL	20,090.62	15,506.00	17,674.99

Bank Reconciliation

Opening Balance at 31st March 2020	23,620.57
Total Income	19,906.27
Total Expenditure	17,674.99
Closing Balance at 31st March 2021	25,851.85

County Councillor Report.

This has been a difficult year for us all with the pandemic. However, given the average age of our population we have so far coped better than many other areas. Vaccinations are going well but there has been a rise in the infection rate from 3 per 100,000 last week to 15 per 100,000 this week. 217 people in North Norfolk have now sadly lost their lives to covid and our thoughts are with their families and friends for their loss.

I have been working with the Parish Council on Highways and Flooding issues as well as supporting local people on planning issues where I can ensure that Highways issues are noted and taken into consideration.

To improve road safety I have financed a Sam2 speed radar device for Potter Heigham which will help reduce traffic speed. I hope to look at other road safety issues with the Parish Council in the coming year and see how I can best help.

Norfolk experienced severe flooding in December and when the snows melted. In December there were many cases of flooding with 200 involving the flooding of buildings and homes. Sadly because of the snow the sugar beet season was extended meaning that many of our country lanes suffered damage from the heavy lorries.

Counties budget for the coming year increases funds for Highways and flood prevention measures as well as looking at ways to improve rural bus services. I look forward to working with the Parish Council and our Highways Engineer to assess and rectify the needs of Potter Heigham's roads.

Richard Price

Report to Potter Heigham Village Meeting 2020/21

District Councilor Harry Blathwayt. Hickling Ward.

07970298696 harry.blathwayt@north-norfolk.gov

Chairman; Standards Committee

Vice Chairman; Licensing Committee

Member; Overview & Scrutiny Committee

Member; Governance, Risk & Audit Committee

Member; North Norfolk Coastal Forum

Outside Body Representative to:

Broads Authority Member, Navigation & Planning Committees

Broads Independent Drainage Board. Norfolk Rivers Independent Drainage Board.

Broadland Futures Initiative. Upper Thurne Working Group. Broads Local Access Forum.

This year has been a challenge like no other for us all and for North Norfolk District Council it has been extremely demanding on all our resources.

When the first lock down was announced NNDC reorganized the officers and staff, taking them away from their normal duties to deal with the emergency. Crisis Hubs were set up in all the market towns and ours was in Stalham. They were responsible for distribution of emergency supplies and supporting local volunteer groups. They dealt with a high demand of special requests basic food needs, special dietary needs, protective equipment, pharmaceutical deliveries, social support and much else. They were able to offer support to local businesses regarding financial and the operation advice in light of all the new rules. The homeless were given safe shelter and helped off the streets to a safer environment. As a Council we are legally responsible for the homeless and have purchased properties around the district to provide safe clean accommodation. These Hubs worked with local volunteer groups which if not existing already sprung up overnight and required advice and some help with coordination. I will take this opportunity to thank all of you helped your neighbors and communities either by volunteering or by just quietly getting on with it. All such efforts to some extents have helped mitigate Covid numbers in the District to well below the national average, though very sadly we have lost far too many to this awful disease.

The offices in Cromer dealt with the business support grants and have been recognized nationally for the efficiency and speed that the various grants have been distributed. Test and trace services have now been devolved to many District Councils including North Norfolk in recognition of their efficiency. Every department have had a pile of extra and different work brought on by the crisis to deal with. For instance, many more households and businesses have been applying for rate relief. As most Council officers and staff are now working from home and with all the changes incurred by this, they have all been remarkably efficient. If any resident has had to wait longer than they should for any Council Service because of this extra work load, please contact me so I can try and help speed things up.

Managing the Council budget has been a roller coaster ride with new demands and challenges off set by grants and efficiencies. A new management structure is being implemented with the resulting savings to accrue in future years. However, we have managed to arrive at a balanced budget. We resisted calls to bolster already sufficient reserves and held our share of the Council Tax with no increase to our hard-pressed citizens. We are the only Council in Norfolk to do this. We were also the only Council in Norfolk whose members did not vote for a raise in their own personal allowance.

While all this has been going on; we have started the new Waste Disposal Contract with the new greener vehicles now operational, I hope you have noticed the quieter, cleaner service. We have been one of the few Councils in the Country to retain a full waste disposal service including garden waste throughout this crisis, all be it with a short weather induced interruption. Thanks must go to our exceptional refuse collection staff for a sterling effort. The planning portal soft wear has been updated to provide more information to all interested residents. Not all the resulting glitches have been ironed out yet, I have been assured that the work will be completed by the time this report is submitted. The new swimming pool in Sheringham has been the major capital project for the Council, this is being delivered within time and within the adjusted budget. We have made the most of lockdown in as much as the old Splash has been demolished ahead of time and at lower cost.

Locally the Council provided a Sustainable Communities Grant to Potter Heigham Village Hall and I congratulate the Village Hall Committee on the speedy installation of Solar Panels to the roof and all additional work involved in this successful project.

The Climate Change is also presenting its own problems with increased rain fall in winter and droughts in summer. Potter Heigham is not alone in suffering from this but owing to our low-lying area we are more prone to flooding than much of the District. The most distressing affect has been the devastating impact to residents of flood water entering their houses on Christmas Eve. The delayed (due to Covid) North Norfolk Environmental Policy will be announced this month and will impact on all our decision making, most importantly on planning decisions. One of our first votes to Full Council, when taking control in May 2019 was to declare a Climate Emergency in North Norfolk apart from planting a vast number of trees, this will be the strategy for mitigating the effects of this global emergency locally. As can be seen by the list of bodies I am a member of, the common thread among them all is how to deal with these challenges in Norfolk.

I regret very much that the Community Led Housing Scheme for Potter Heigham has hit the buffers for now, the main reason being that the interested Housing Association has pulled out. I had hoped this scheme would have delivered affordable housing for local families, locally. If any resident wants to contact me regarding this please do, Ideas on how to reignite this project would be most welcome.

All indications point to a remarkably busy summer for all Broadland villages, please welcome the visitors but keep safe abiding by the rules and guidelines and hopefully we can continue to return to a safer, more normal future.

Cllr Harry Blathwayt

Annual Police Report for Potter Heigham April 2021

I hope this finds you all well. Let's hope that over the coming few Months we can begin to return to some sort of normality. It is important we all remain vigilant in the knowledge that the virus is still very much with us and as measures are eased the risk remains. We can expect a busy Summer period with many choosing to holiday in the UK and visitor numbers are bound to be high in our area. It has been an unusual year with demand being somewhat different to in previous years across the area.

As you all know we have had a run of fraud type offences targeting the vulnerable via the phone. These offences had come in various guises including bogus police officers, internet service providers, DWP AND Covid vaccination staff offering quick vaccines for a fee. All the fraud attempts and some successes have involved persuading victims to either disclose their personal and banking details, or in some cases getting people to go to the bank and withdraw their savings which are then collected by the fraudsters posing as officials. The key to tackling this type of crime has been getting the message out to the community about fraud, how to deter it and where to report it to. I have put bulletins in local free papers like the Town and Country News and given out leaflets at post offices to be handed out to customers. There has been a concerted effort to educate online and via the media from the force, but we are aware that not all our residents have this facility, hence efforts to get the message out in other ways.

Covid has featured significantly in our demand over the year in different ways. There has been a commitment to pro-active patrolling across North Norfolk, particularly in areas where there is likely to be heavier footfall from visitors. We have also had dedicated Covid response officers every day to deal with calls from the public reporting breaches. The type of breaches we have seen were in the main unnecessary travel and visiting holiday or second homes. There have been some gathering breaches but not on the large scales we have seen in the media in more urban settings.

Reported crime has been down as have other incidents like road traffic matters and public order and this is to be expected during a year when we have had long periods of lockdown and restrictions. However, we have I think dealt with more issues linked to domestic incidents and mental health. Again, this is not surprising in the climate we have been in.

So, what has been happening in your area in the year to 01st April 2021.

There were 173 issues and incidents reported to or dealt with by the police over the year. To give you a flavour of what we have been dealing with the calls included the following.

33 Domestic incidents and Domestic Crimes

19 Suspicious Circumstances

17 Covid Breach incidents

15 Road Related incidents including collisions and offences

12 Concerns For Safety and Missing Persons

12 Violence and Public Order incidents

9 Abandoned Calls

7 Thefts Shops and Theft Other

6 Concerns for Safety

2 Sexual offences

2 Theft of vehicle (Boat and scooter)

2 Fires

1 Blackmail

1 Burglary Residential

1 Burglary Business and Commercial

Broads Authority Report 2021

Rangers- Keith Griffin, the Ranger for Potter Heigham, moved areas at the end of March 2020. Maxine Willoughby is now the Potter Heigham area ranger. In July 2020 Peter Worrall joined the team as the new full time Ranger. Stephen Fairbrass & Matt Larkman continue in the role of Seasonal Rangers. The Broads Authority has also appointed 4 new Assistant Rangers this year. Mark Absalom has joined the Thurne team in this role.

Volunteers – It has been a difficult year for Volunteering. Once restrictions allow, our 4 Potter Heigham site specific volunteers will be back to continue the regular cutting and strimming of the moorings and litter picking. In the absence of the volunteers the Ranger Team have been continuing this work.

Potter Heigham Staithe Parking - Parking enforcement is now in place on the Staithe and appears to be working well. Enforcement is on behalf of the Broads Authority by Kings Lynn Borough Council who undertake enforcement for North Norfolk District Council, under the “Off street parking places order 2012 variation 8”. The parking order was arranged through NNDC using their normal process.

Potter Heigham Staithe – During the last years “lockdowns” the Broads Authority has not enforced Byelaw 61 (Use of moorings for specific periods) on its moorings in line with the Government advice of essential travel only. In the periods between the lockdowns the Staithe has been monitored by the team, byelaws were applied and navigation warnings were issued to those who did not adhere to the byelaws.

The Staithe “duck pond” flooding was repaired by contractors in September 2020, with drainage installed, which appears to be working well with no problems this winter.

Due to the high concentration of ducks on the Staithe the capping is scrubbed periodically and treated with an anti-algae agent. This will continue.

The tree on the Staithe near the Old Bridge has been trimmed back to ensure it does not obstruct the traffic lights.

Byelaw sign- Currently awaiting a decision from the Head of Navigation and the Communications department as to if the sign will be replaced.

Weeds – All of the PH sites will have the first spray of the year as soon as weather conditions allow. All sites are sprayed 3 times a year between April and October, in accordance with our EA licence.

Bins – The litter bins on the Staithe are not owned or managed by the BA. They are currently managed by North Norfolk District Council. If the Parish wishes to investigate alternative bird proof tops with NNDC the BA has no objection to this.

Staithe Land Registry – The BA are still attempting to register the land. Unfortunately, this is a long-winded process.

Potter Heigham Bridge Green - Two new picnic benches have been installed on Bridge Green which appear to be well used. Maintenance has been carried out on all the benches in the PH area this spring.

Potter Heigham Old Bridge- Two new gauge boards have been erected on the bridge and calibrated with the upstream and downstream gauge boards.

Enforcement -Adjacent waters tolls checks were carried out in June and October in 2020. This will be the same for the coming season. As in previous years there will be emphasis on vessels complying with the byelaws regarding Registration Numbers. Insurance producer forms will also be issued to private vessels found with no Boat Safety Certificate, when a Navigation warning is issued, for all sunken vessels and any vessels associated with an oil spill.

Bright Lights on Banks – Rangers will be carrying out night time patrols after receiving reports of bright lights outside riverside bungalows, impairing vision of navigating vessels. (BA Navigation byelaw 80)

Speed signs – There is a rolling replacement programme of speed signs and many have been replaced in the Potter Heigham area over the last year.

Other Issues -Speed checks continue in and around the Potter Heigham area. The electronic speed sign has been moved around the Thurne and Lower Bure and we have just been given landowner permission to erect in new sites. Late patrols and safety days are planned in for the coming season.

Potter Heigham Village Hall —Report for Annual Parish Meeting-- April 2021 .

A year ago we heard that the Brownies and Rainbows continued to expand, Short Mat Bowls planned to run on Mondays through the summer and we looked forward to a busy year. Regrettably we have just passed the first anniversary of Covid 19 lockdown (March 23rd) and it is sad that a number of groups who met regularly have disbanded. Nevertheless it is encouraging that some groups and societies are intending to resume their activities when the rules permit. The Brownies and Rainbows must follow the Scouting -Guiding rules; The Broadland Dog Training Club must follow Kennel Club guidelines, Slimming World and Yoga clubs also have to follow group guidelines. We trust that Stitchers will be able to use the Hall again as soon as the Covid Rules permit. Rebels Bingo has sadly decided to discontinue and we will miss the great support that Margret Molesworth and Jenny Cook have given over the years. Similarly the Monthly Village Hall Tea Party, previously an event within the Good Neighbour Scheme, has discontinued; Ann Fulker and the team of volunteers have supported the Hall in many different ways over some ten years. Potter Hens has also called a halt to their meetings; Deidre Richards resigned from the committee but it is very much hoped that some of these events will return under new guises before too long. Ann Harford left the committee in December 2020 having supported the Hall in many different ways.

The committee last met on September 30th 2020 holding both the AGM followed by a quarterly meeting. The meetings of April 8th and July 8th were cancelled due to Covid 19 prohibitions. The committee has been able to keep in touch via email as not all members are on Zoom. Whilst this is not ideal, everyone has been able to contribute to the decision making processes.

Sheridan Turner and Jane Harrison have joined the committee representing the Parish Council. David Balls our Secretary for many years resigned in February. David ensured that we liaised with all other bodies, keeping our records in good order. We are indebted to him for his guidance and commitment and wish his successor Sheridan Turner every success. Sheridan and Jane and their supporters are working hard to start activities based around the Hall bringing life back into the Village Hall with events such as the Produce and Craft Fair scheduled for August 14th and Heigham Hikers starting on May 18th.

As always, it is the ongoing support from committee members, alongside Louise Parker and Jenny Cook who ensure that events are properly scheduled and that the facility is in good order and fit for purpose. The field, verge and grass areas are maintained by Barry Payne and many maintenance tasks in the Hall and Children's Play Area are undertaken by Paul Gladden, all of whom respond quickly and efficiently to our needs as and when they arise. The Bowls Green is always a credit to the Bowls Club and we trust that the whole property reflects well on the village.

We have undertaken a lot of redevelopment replacing the Hall ceiling and lighting, replacing a twenty-three year old fire alarm system and redecorating. We added a two seater swing in the Play Area, sharing the cost with the Potter Heigham Trust. Following a successful bid to North Norfolk District Council's Sustainable Communities Grant, we received £10,000 towards the cost of installing 32 solar panels and a 100W Three Phase Hybrid Converter. This should make significant savings to the high winter month electricity bills, as well as

reducing the carbon footprint and be used by NNDC as an exemplar for other similar local projects.

Stan Chapman, our treasurer, has worked very hard to ensure that we have benefitted from the variety of grants we are entitled to thus enabling us to make the necessary contributions to capital projects and maintain a sound financial base. As we continue to develop the Hall and Grounds we will again need fund raising events and donations to enable further major improvements to be made such as replacing the flooring, installing more efficient heating systems and managing the tree line around the field. We are developing the Village Hall website and upgrading our profile on Venues 4 Hire. We look forward to welcoming new activities to the Hall and Field.

Thank you to everyone who helps to keep the Hall running so well and accident free.

Robin Graves-Morris

Chair - Potter Heigham Management Committee.

March 26th 2021

POTTER HEIGHAM TRUST FUND

Annual Report for Year ending 31st March 2021 - Page 1 of 2

The Potter Heigham Trust is constituted by a trust instrument and is a registered Charity, No 209517. The Charity Trustees during the year to 1st April 2019 were:

Mr S. B. Chapman JP (Chairman) (co-opted)

Mr D. Pickering, (nominated)

Mr S. J. Shepherd, (nominated)

Mrs M. Bondi, (co-opted)

Mr S. B. Chapman JP is also the Clerk to the Trustees

The body of the trustees consists of Two nominated trustees and two co-opted trustees. The co-opted trustees are appointed for a term of five years at a special meeting, whilst nominative trustees are appointed for a term of four years at a meeting convened and held according to the ordinary practice of the Parish Council.

The principal object of the Charity is relief, either generally or individually, of persons resident in the Parish of Potter Heigham who are in conditions of need hardship or distress.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The focus of our activities remains providing fuel, making grants of money or providing for or paying for items, services or facilities calculated to reduce such need, hardship or distress.

The appropriation of the benefits of the Charity are made by the trustees at meetings of their body and not separately by any one individual trustee.

The main sources of income to the Charity are from investments in Charities Income and Investment Units, also from interest from monies held in a savings account at the Cambridge and Counties Bank.

Cont....

Annual Report for Year ending 31st March 2021 - Page 2 of 2

Last year, I sadly had to report that we had incurred a large financial loss due to COVID 19.

This year however, I can report that our confidence in the investments we hold have been confirmed and they have recovered to pre-2020 levels.

During the past year the charity has made, grants, gifts and donations to a total of £17,332 this included: - Contribution of £520 towards the costs of volunteers collecting prescriptions for residents from the local Doctors' surgery etc.

Assistance with residents heating costs accounted for £12,570.

Also, a further £3,000 was donated to other Local organisations. This included the Brownies/Rainbows and local Churches, and finally a sum of £1651 was donated towards a new swing in the children's play area.

Although, we have spent more than we have received in income this year. This was due to the fact that we made larger donations than usual, to assist the different organisation to stay solvent and continue throughout this difficult period.

The Charities Policy on reserves are:

- a) To maintain an investment level which will give an adequate income to allow continued payment to beneficiaries.
- b) The current cash monetary reserves of £48,204 are adequate, but should economic climate change, this may need to be reviewed.
- c) The Trustees have not met for many months due to the present world situation. However, I have kept the other Trustees up to date with the situation and have voted via e mail where necessary.

We confirm that to the best of our knowledge no major risks have been identified.

Signed on behalf of the Board of Trustees by;

S. B. Chapman JP (Chairman)

St Nicholas' Church (Potter Heigham) Annual Report.



April 6th 2021

This year has been extremely challenging, as it has for everyone.

We went into Lockdown without a Vicar. Catherine Dobson, the Rural Dean at Happisburgh, has been overseeing the benefice when necessary ever since; mainly organising services when they've been allowed. The PCC are very grateful for the support she has given us.

The Diocese has had severe financial problems, because of a lack of Parish Share being paid (though Potter PCC paid what we were requested to), and have taken advantage of our lack of a Vicar to reorganise this Benefice & so save on the cost of a Vicar (approx £60,000). The Benefice is being broken up, Hickling will be joining the Coastal Group and the remainder (Ludham, Catfield & Potter) will be joining the Horning group when the current Vicar at Horning retires. In the interim a temporary (for two years) a part-time post for a priest is being advertised. The priest will work 3 days/week in exchange for a house. Needless to say, this is not a popular move, but the PCCs involved were given no say in the matter.

Services have been badly affected by lockdown – the Easter service was our second this year. As there is no Vicar, we have had to rely on voluntary worship assistants in the Benefice to take services. Also because of our small congregation we have been having combined services with Catfield, alternating between churches. This has had the added advantage of having the services of Mrs Judith Gardiner from Catfield being available to take the vast majority of both churches' services. The PCC owe her a debt of gratitude for all the unpaid work she has put in on our behalf.

Because services have been intermittently suspended this past year the Benefice has run Zoom services every Sunday, which has proved to be popular, especially when there were no other services available.

The PCC has tried to keep the church open for visitors, when permitted, twice a week, on Wednesdays & Sundays.

Obviously, like all charities our finances have been severely hit, by lack of service collections, no visitors to the church, and no fundraising. The PCC decided that we would pay last year's Parish Share (£8,300), as mentioned above, by drawing heavily on our reserves.

The PCC would like to thank all those individuals and organisations, including the Parish Council, who have supported St Nicholas Church this past challenging year. It has been greatly appreciated.

Like most people we wish to put the last 12 months behind us and hope that things will improve from now on.

Donald Pickering (Chair of Potter Heigham Parochial Church Council).

Potter Heigham Methodist Chapel (church).

Our services are at 10 am most Sundays . We can get 6 to 20 attending. Sometimes we have an afternoon service, the dates are on the notice board on the car park also in the Potter Heigham Gazette.

Other things we will go back to having will be coffee and chat once a month for anyone that can come, coffee morning 2 or 3 times a year to help raise money and things on in the evenings like a quiz or a brass band.

We also have some other groups that come in (as long as they have their own insurance).

We also have weddings, christenings and funerals .

For further information phone Brenda Monsey in 01692670568



Ludham Primary School and Nursery - Annual Report for Potter Heigham Parish Council

April 2021

What a year it has been! It has certainly been a 'corona-coaster' for the pupils, staff and parents at Ludham Primary School.

In February last year nobody would have predicted the disruption caused by the Covid-19 pandemic and we definitely would not have expected school to have been closed to most children for so many weeks.

Since the initial closure, in March 2020, we have carried out three whole-school reorganisations to comply with the changing Government guidance and many reviews of our Covid risk assessments to ensure everyone is as safe as possible. During these closures, staff were in school supporting the children of key workers while also providing daily remote learning and feedback for those still at home.

And while there is still undoubtedly an impact upon school life, with staggered start and end times for pupils and class bubbles sitting in rows, the children, staff and parents have acted with great care and patience. The result of these measures has been that we are yet to have any spread of the infection within school.

Despite the disruption of the past year, there has been much success. Engagement with remote learning from parents was very good and it was wonderful to see photos and evidence of the children's work posted on our learning platforms. The children have broadly followed the same curriculum they would have in school, which has meant they have been able largely pick up where they left off upon their return to the classroom.

There were no national Year 6 or Year 2 SATs tests last year and there will be none again this summer. Our internal data suggests that the cohorts from both this year and last would have achieved well in these tests. Their results were at least in-line with national data from the previous year and in many cases exceeded this, continuing the trend of high pupil performance which we have seen at Ludham in recent years.

The mental wellbeing of the children is something which has been at the forefront of our minds during the past year. Two of our members of staff have trained to become Licensed Thrive Practitioners, which enables them to carry out focused work with individual children to support their emotional health. We also now use the Promoting Alternative Thinking Strategies PHSE curriculum, as a whole school, which aims to raise self-esteem, improve children's emotional vocabulary and empower pupils to learn how to problem solve.

Ludham School has long been recognised for its high standards of music teaching provision. Since September we have had our own 'Musician in Residence' who has taught a range of instruments – including keyboard, saxophone and flute – to individual children and small groups. She has also taught whole class music across the school, which has seen children get to grips with recorders and ukuleles.

One of our main challenges during this year has been to try and maintain a sense of 'whole-school community' while children learn and play in their separate class bubbles. We have managed this by running whole-school assemblies through Microsoft Teams video conferencing software and a weekly newsletter which provides details of the good work happening across the classrooms.

We have also held special curriculum enrichment days such as the recent 'Let's Count' event which enabled the children to carry out a data-gathering exercise across the school while learning about the National Census. Corridor displays enable children to see the learning undertaken in other classes as they move around school.

As I write, hopes are growing that the current Government guidance may relax as the summer term progresses. Everyone is desperate to get back to 'normal' with whole-school assemblies, sports days, extra-curricular clubs and all the other things that further enrich the children's learning. We are also keen to bring back our excellent team of volunteers, who devote their time to support the children's reading.

Ludham is a very happy, vibrant school which the children love to attend. The number on roll has been steadily growing over the past twelve months and it looks as if we will be admitting a full Pupil Admission Number of 15 children into our Reception Year in September 2021.

I would like to thank our children, staff, parents and the wider community for their continued hard work and support for the benefit of Ludham School. It is a community of which everybody should be very proud.

Best wishes to all,

Mark Moore, Headteacher.

Potter Heigham Brownies

We have been running zoom meetings since September for the 9 girls we had left, it's been different to say the least. We did a virtual sleepover before the Easter break which was great fun. We hope to restart face to face meetings as soon as all the leaders are vaccinated and feel ready to do so.

Rainbows are down to 2 girls whose parents didn't feel they were old enough for zoom so they have been set monthly projects to do at home with Mum. As the 2 girls are coming up to 7 and will be moving up soon, the Rainbow leaders have decided to wait until September and re-start afresh then. They have been contacting schools etc but that isn't easy in the current climate, hopefully by September they will be able to get the word out there that they are back and up and running again.

Stephanie Self
Brown Owl

Potter Heigham Stitchers Report April 2021

Due to Covid 19 we have been unable meet on our usual Monday afternoons, 1.30 to 3.30 , since March 2020.

We look forward to returning as soon as the government restrictions allow.

Our group which now numbers 21 have been keeping in touch with each other via E mail & phone calls.

We are all of the older generation so need to be sure it will be safe and we are able to social distance,

before we return to our regular Mondays

Looking forward to meeting you in the future.

Regards Sue Harris (Stitchers)

Potter Heigham Short mat Bowls club.
PHSMBC

Chairperson Eileen Frost, Vice-chair person Geoff Wise
Secretary Mick Eady, Treasurer Hazel Eady
All members make up the committee.

We are a non-league Bowls Club. We meet for fun, chat, and companionship and of course the game of bowls.

Pre-Covid we met on a Monday evening and a Friday afternoon in the Village Hall. We have approximately 16 members. The age range of our members is vast and inclusive, the youngest being 12 and the more mature members being well over 80.

We haven't been able to play bowls now for over a year. We did stop meeting after consulting our members, before we were legally required to do so. Our main concern being, no hot water in the toilets for hand washing at the Village Hall. We believe this has been addressed by the Village Hall committee by putting in a water heater over the sink in the disable toilet.

We are very much looking forward to resuming our meetings as soon as it's safe and legal to do so.

Our re-starting date will be published when it is arranged and new members will be most welcome. Anyone who has not played before is welcome to come along and have a go.

Eileen Frost(chair)

POTTER HENS REPORT FOR POTTER HEIGHAM ANNUAL PARISH MEETING, 2021

In this very strange year, as with all organisations, Potter Hens have been unable to meet due to Covid 19. Following Deidre's decision to step down from her role as it's organiser and the thought that it would close I've agreed to take on that role as and when it is safe to do so.

I have booked the 1st Wednesday morning of the month for our meetings at the village hall when I hope to welcome you all to join us for a chat and a cuppa and meet up with your friends and neighbours.

Keep an eye out for the start date in the Potter Heigham Gazette and the Potter Heigham Village Community Page.

Hazel Eady

Email: hazeleady7@gmail.com

Tel: 01692 670616