

POTTER HEIGHAM PARISH COUNCIL

Tel: 07377653369; Email: potterheighamparishcouncil@gmail.com
Chairman: Ms Sheridan Turner Parish Clerk: Amy Gallant

ANNUAL PARISH MEETING 2022

Minutes of the Annual Parish Meeting held on **Friday 20th May 2022 at 7:30pm in the Methodist Church.**

The Parish Council Chairman, Sheridan Turner, presided and the following Councillors were present: Stan Chapman, Mary Haslam, Harry May, Donald Pickering, Sindy Ratani, Paul Rice, Bev Standen. The Parish Clerk was also present.

1. To consider apologies for absence

Apologies received from Robin Graves-Morris and Robert Lovick.

2. To confirm the minutes of the meeting held on Wednesday 21st April 2021

The minutes were approved and signed by the Chairman.

3. Update on matters arising from minutes, if any

None.

4. Request nominations for the Peter Sandell 'Good Neighbourhood award 2022'

Attendees were asked to submit nominations to the Parish Clerk. It was noted that arrangements for the award would be considered at the June meeting of the Parish Council.

5. Parish Council Reports

a) Parish Council Chairman

The Chairman's Report was presented by the Chairman (Appendix A).

b) Parish Council Leads

i. Allotments

The report from Donald Pickering was presented (Appendix B)

ii. Drainage

At the beginning of 2022 drainage issues at Reynolds Lane were reported to highways and District Council's Environment Team. It was noted some issues remained and the situation would be ongoing. It was noted that a large drainage map was stored in the filing cabinet at the Village Hall and was a useful tool to support highways when dealing with drainage issues in Potter Heigham.

It was reported that the Environment Agency confirmed they would undertake repairs concerning flooding around the bridge area but were yet to commence and it was hoped these would be actioned before the next high tide.

iii. Environment

A report was received for presentation at the June meeting of the Parish Council.

iv. Footpaths & Highways

A report was received for presentation at the June meeting of the Parish Council.

v. Police (B. Standen)

The report from Tom Gibbs was presented by Bev Standen (Appendix C)

vi. SAM2

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SAM2 has been placed in various locations within the village including Church Road, Marsh Road and Bridge Road. Speeding has been recorded at each location and reported to the police and various bodies but regrettably little to no follow up action is taken. It was noted the SAM2 was shared with Catfield.

vii. Staithe

That the Broads Authority had submitted an application with the land registry to register the whole of the Staithe and were awaiting a response. It was noted that should the land be registered to the Staithe the bins would be the responsibility of the Broads Authority.

c) Financial Report

The Financial Report was presented by the Clerk (Appendix D).

6. Village Organisations and Other Reports

a) County Councillor

No report received.

b) District Councillor

NNDC had employed experts in the field of Nutrient Neutrality to provide information on potential mitigation on new planning within the area. NNDC were permitted to apply for two grants under the Levelling Up scheme to assist people in need in areas where there was recognised deprivation. One application included a new swimming pool in Fakenham and a rejuvenation of an area in Cromer to better connect the town. Residents were encouraged to contact Harry Blathwayt for any ideas for levelling up that could benefit the east of the district for the next time national funding is made available.

It was noted that funds up to £15,000 were available through the sustainable community fund and again residents were encouraged to share ideas with Harry Blathwayt.

c) Broads Authority

The Report from Maxine Willoughby was received (Appendix E). It was noted that members of the Council disagreed with the decision taken by the Broads Authority not to replace the by law sign on the Staithe and that the item would be considered at a future meeting of the Parish Council.

d) Village Hall Management Committee

The report from Robin Graves-Morris was presented (Appendix F).

e) Trust Fund

The report from Stan Chapman was presented (Appendix G).

f) Parochial Church Council

The reports from Donald Pickering was presented (Appendix H).

g) Methodist Church

No report received. Thanks were shared for the use of the building for the meeting.

h) Civil Protection Co-ordinator

The report from Paul Rice was presented (Appendix I).

i) Art Exhibition

Following a two year break due to Covid, artists were extremely enthusiastic to return. It was noted that while the turn out from members of the public was less than previous years, those that did come through made purchases which saw sales increase.

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j) Bowls Club

A good season in 2021 winning the Great Yarmouth League for the first time in 36 years. Fences had been painted and new gates to the green. It was noted that the green was in wonderful condition and was believed to be one of the best in the area. A bench in memory of Peter, a well respected past member, had been obtained. 6 new members had joined and more members were welcome.

k) First Potter Heigham Rainbows / Brownies

The report from Stephanie Self was received and it was noted that they were expecting to open a Guides unit for girls aged 10-14 years on the 9th May (Appendix J).

l) Potter Heigham Stitchers Group

The report from Sue Harris was received (Appendix K). It was noted that meetings had returned to normal and that numbers were steadily increasing. It was hoped an exhibition on the stalls for the Jubilee could be arranged.

m) Potter Heigham Short Mat Bowls Club

The report from Mick Eady was presented (Appendix L). It was noted that Godfrey Wise, one of the board members of the Club, recently celebrated his 90th birthday and still came to bowls.

n) Mardlers

The report from Hazel Eady was presented (Appendix M). Thanks were shared to Anne and the volunteers to help get it off the ground.

o) Tea Afternoon

The report from Maggie Tween was presented (Appendix N).

p) Manners 4 Paws

The report from Emma and Kay Partner was received and it was noted the classes were fully booked (Appendix O).

7. Parishioner's Question Time

No questions.

8. Any Other Business

None.



Report of the Chair, Annual Parish Meeting, May 20, 2022

Potter Heigham Parish Council

The Last Annual Parish meeting in April of 2021 was when we were still under Covid restrictions, so it was held by Zoom. We are so pleased to have you all here in person tonight.

In June, our Parish Clerk resigned and in August the Parish Council Chair stepped down. In September, a special meeting was called at which I was elected Chair of the Council. After a couple of false starts we decided to break out of the network of clerks and with tremendous support and help from NALC we used Indeed. We had 32 applications, narrowed it down to 6, held video interviews, then interviewed 3 in person. On March 1st, 2022, we welcomed Amy Gallant as our new Clerk and what a fabulous addition to the team and Parish she has been. With the great support of fellow councillors, especially Stan and Donald we managed to keep the Council activities going for 3 months and saved £2,000.

We also had some changes in Council members and are thrilled that some folks with previous parish council experience have re-joined us – Mary Haslam, Donald Pickering and for a short time George Chasemore. I am also thrilled that Sindy Ratani joined us and she has been a wonderful addition to our group.

My thanks to Councillor Harry Blathwayt and Richard Price for their support again this past year as we continue to address speeding issues and highways and flooding problems. To all the Council leads a huge thank you. They have worked hard on many different projects. Each have provided a report to detail all that has been going on.

SAM 2 has confirmed the continued issue of speeding in the Village especially on Bridge Road causing dangerous encounters at the intersection of Bridge, Mill and Station roads. Conversations continue between Councillor Price, Highways, Paul, Bev, and Robert to try to find a workable solution.

After Bev Standen created a new website for us, we realized that unfortunately it could not be self-sustaining so not cost effective. In February, again with help from NALC and Helen Bartlett we launched a new website which I encourage you all to visit to find out an array of information about what is happening and different opportunities.

Several planning applications were submitted all of which have been approved albeit one or two with requests for modification. We continue to try to address issues arising from Glebe Farm and will continue to do so.

The Council has been active in voicing its concerns over the Ambulance service provided to our Village and the elimination of the rapid response vehicle. We have yet to hear further information. The Council has also voiced its objections to proposed changes offered by the Boundary Commission that would put Potter Heigham under the jurisdiction of Great Yarmouth. Again, we await information.

The Village is rebounding from the Covid lock down due to the efforts of members of our community. Hazel Eady has started the Mardlers and More group which is proving to be a huge success as well as the winter weather Soup and Puddings. Maggie Tween has started Afternoon Teas. Jane Harrison and I have restarted the Produce and Craft Show and this year the Potter Heigham Dog Show will relaunch. Another new addition to our programs is the Manners 4 Paws Dog Training. These are all in addition to many other programs - the Art Exhibition, Brownies, Broads Ladies, Short Mat Bowls, Bowls, Stitchers, and Fish & Chip quiz nights, all of which bring our community together for a variety of activities and help raise necessary funds to keep our Hall in great condition. Then thanks to the Trust Fund that provides support to those in need as well as the vital service of picking up prescriptions.

As you all know there has been a lot of activity around planning Potter Heigham's celebrations for the Queens Platinum Jubilee. The Parish Council allocated £1,000 to be used to support activities which have been driven by members of the Community with assistance from the Village Hall Management committee and the Parish Council. Make sure you join us for the official celebrations on June 2nd by the bridge or on June 5th for the magnificent Picnic in the Park. My thanks to everyone who has worked very hard on all these preparations.

I want to extend a huge thanks to Jenny Cook who for over 30 years tirelessly managed our Village Hall and to Louise Parker who has stepped in to take over as Bookings Clerk. Many of you may not realize the hours of behind the scenes work that Louise does to keep our hall looking clean and bright and welcoming to all who come to use it.

It has been a pleasure to serve as Chair of this Council and I look forward to many wonderful activities ahead for our great Village.

Respectfully submitted, Sheridan Turner, Chair, Potter Heigham Parish Council

2021/22 Allotments Report

Green Lane

The allotments are all let, including the one that's been vacant & neglected for several years.

The hedges were cut this spring.

Following a consultation with tenants it was decided to leave the water supply arrangement as it has been for many years, i.e. not put in an extra tap.

A new Garden Tenants' Agreement has been drawn up. There was a meeting of the tenants earlier this year to discuss this first and no objections were raised. From April 2023 the rents will be paid annually (half in arrears and half in advance). This will half the administration costs. A few other minor changes were made to update the agreement. There has been no increase in the rent, because of the savings made.

The allotments are in good order, with one or two exceptions.

The field plots are all let and are either down to grass, or arable.

Pollards – Market Road

All the field allotments are let and being cropped.

There has been no increase in the rent.

Annual Police Report for Potter Heigham

It is a pleasure to provide a report for the annual meeting of Potter Heigham Parish Council and to provide council members and the community an overview of policing issues in the community during the last twelve Months, as well as to highlight some of the more prevalent issues we all need to be aware of and how Norfolk Constabulary is working to prevent crime and keep our communities safe.

We are fortunate in this district that we continue to have low levels of crime and anti-social behaviour generally. This is due to a range of factors. We are somewhat isolated geographically from the issues that larger communities such as Great Yarmouth and Norwich face, we have pro-active representation in the form of Parish, District and County Councillors who in my own experience work hard to address emerging issues through dialogue with both the police and other emergency and support services and importantly, we have a community who are often vigilant and pass on useful information to enable us to target and deal with issues as they arise. There was a prime example of this in the last week following recent deer shooting around Potter Heigham, when a member of the community reported suspicious activity and crucially got a car registration. On this occasion the vehicle and its occupants were innocent, but community reporting is crucial. We rely on the locals to be our eyes and ears because we can't be there all the time, so I am grateful for your support.

During the twelve Months from April 2021 to April 2022 Norfolk Constabulary received 176 calls for service in the Parish. This seems on paper to be significant I accept but with a little explanation this figure isn't so bad. For instance, around 60 of the calls were from a handful of repeat and persistent callers with no impact on the wider community. Many of the remainder were either concerns for safety or domestic related incidents. Ignoring the frequent callers, we are dealing with an average one call every three days, which if you allow for a demand from the boating holiday community, not insignificant during 2021, and the fact that the majority of incidents aren't crime related, this is pretty good.

Of course, we have seen some crime in the area. There was a spate of thefts from vehicles for a time which after some arrests has stopped. We had one theft of motor vehicle and a few theft shops.

Emerging issues seem to be the theft of oil in all its forms. Fuel prices in this case or any shortage or disproportionate price increase is music to the ears of criminals who exploit the opportunity to make money. In recent Months we have seen an increase in the theft of fuel from vehicles, heating oil and waste cooking oil from businesses. All have a value for obvious reasons. Waste cooking oil is used to make Bio Diesel and its big business for organised crime groups. We will continue to see instances of fraud, particularly targeting the vulnerable and we still receive reports weekly across the district. The key to preventing all these crimes is vigilance. Look out for vulnerable relatives and neighbours and report everything. The police have limited resources and they need to be targeted effectively. We need to know what is happening so our units can be deployed in the right areas at the correct times. At the moment the response teams are tasked with pro-active patrols of the main trunk roads at night, targeting moving criminals and we have had some positive results recently so far as fuel theft is concerned.

Finally, as I come to the end of my police service and hand over the reins to PC Matt Pritty in July, I would like to thank the community for their support over the last five years. I leave my post and my job with some reluctance because I have genuinely loved working this area and serving you. It has been a pleasure. I am confident that Matt will be an asset to you going forward and I wish you all well.

Best wishes Tom Gibbs PC 1298

Potter Heigham Parish Council Accounts for year ending 31st March 2022

Receipts	Budget 2021/22	Actual 2021/22	Excess/Deficit 2021/22
Precept	£15,000.00	£15,000.00	£0.00
Shortfall Grant	£0.00	£0.00	£0.00
Allotments	£0.00	£2,542.10	£2,542.10
Village Hall	£850.00	£200.00	-£650.00
Recycling Credit	£700.00	£1,068.65	£368.65
Website Advertising	£300.00	£50.00	-£250.00
Other	£0.00	£4,500.00	£4,500.00
Interest	£220.00	£151.39	-£68.61
VAT Reclaimed	£0.00	£1,399.51	£1,399.51
TOTAL	£17,070.00	£24,911.65	£5,299.55

Payments	Budget 2021/22	Actual 2021/22	Excess/Deficit 2021/22
Clerk Salary	£4,400.00	£2,739.22	£1,660.78
HMRC	£1,100.00	£668.23	£431.77
Mileage	£120.00	£97.26	£22.74
Clerk's Working From Home Allowances	£60.00	£34.00	£26.00
Administration	£100.00	£103.71	-£3.71
Training	£300.00	£0.00	£300.00
Subscriptions	£450.00	£408.04	£41.96
Website	£400.00	£115.20	£284.80
Audit	£60.00	£125.00	-£65.00
Repairs and Replacements	£500.00	£0.00	£500.00
Village Hall	£4,500.00	£4,500.00	£0.00
Insurance	£1,130.00	£883.17	£246.83
Allotments	£0.00	£930.93	-£930.93
Grass Cutting	£1,600.00	£1,614.00	-£14.00
Recycling	£150.00	£143.25	£6.75
Staithe	£0.00	£0.00	£0.00
SAM2	£556.00	£556.00	£0.00
Dog Bins	£850.00	£819.00	£31.00
Chairman's Allowance	£300.00	£180.00	£120.00
S137	£300.00	£198.85	£101.15
Miscellaneous	£194.00	£4,947.13	-£4,753.13
VAT		£628.76	-£628.76
TOTAL	£17,070.00	£19,691.75	-£2,621.75

Bank Reconciliation

Balance B/F	£ 25,851.85
Total Income	£ 24,911.65
Total Expenditure	£ 19,691.75
Balance C/F	£ 31,071.75

Represented by

Barclays Community Account ...0089	£ 8,523.18
Barclays Community Account ...0097	£ 9,817.36
Cambridge & Counties	£ 12,731.21
	£ 31,071.75

Broads Authority Report 2022

Rangers- Maxine Willoughby and Peter Worrall continue as the full-time rangers on the Thurne and Lower Bure. Maxine remains the main point of contact for Potter Heigham. Stephen Fairbrass retired at the end of the 2021 season, so Alice Bushell has joined Matt Larkman as a Seasonal Ranger. Paul Shackleton has also joined the Thurne Team as Assistant Ranger.

Volunteers –Our 4 Potter Heigham site specific volunteers continue with the regular cutting and strimming of the moorings and litter picking.

Potter Heigham Staithe -Parking enforcement by Kings Lynn Borough Council continues on the Staithe. Notices have been issued resulting in fines and this appears to have reduced the parking problems.

The enforcement signage on the staithe was stolen last year, resulting in cost to the Authority to replace the sign. Police were involved but not enough evidence to prosecute.

Byelaw sign- It was decided that there was not a need for a byelaw sign on the staithe so it will not be replaced.

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

Staithe Land Registry – Application has gone to Land Registry and we are awaiting a response.

Potter Heigham Bridge Green- Maintenance has been carried out on ground levels around the moorings.

Enforcement -Adjacent waters tolls checks have started for this year and a second check will be carried out in September.

Speed checks continue in and around the Potter Heigham area. The electronic speed sign has been moved around the Thurne and Lower Bure. Late patrols and safety days are planned in for the coming season.

Bright Lights on Banks – Rangers will be carrying out night time patrols again this year to check on bright lights outside riverside bungalows, impairing the vision of navigating vessels. (BA Navigation byelaw 80)

Drone Flying – The BA have received complaints from PH residents regarding drones flying from some of the riverside bungalows. The guidance on the BA website has been reviewed and updated. Any illegal or antisocial drone flying should be reported to the police and the Civil Aviation Authority who are both responsible for enforcement.

Potter Heigham Village Hall — Report for Annual Parish Meeting-- May 2022.

We have just past the second anniversary of Covid lockdowns and it is gratifying that groups are returning to hold regular meetings, regrettably a few have not been able to resume. There have been some notable successes- A year ago Brown Owl-Steph Self- told us that the Brownies and Rainbows continued to expand and recently Steph told us that there will be a new Girl Guide group. Mick Eady also reported increases in numbers for Short Mat Bowls and the club is meeting twice a week throughout the year as is Manners 4 Paws run by Emma and Kay Partner. Stitchers, Sue Harris, continue to meet regularly on Mondays and Slimming World on Tuesday mornings. The Arts and Craft group is soon to return to weekly meetings. Whilst we miss Rebel's fortnightly Saturday Bingo, Louise Parker's Quiz night is becoming a more regular feature; the Mardlers and More , who meet once a month and stage other events, are very active under Hazel Eady's guidance. It is encouraging that there were about forty people attending the new Afternoon Tea Party, thanks to Maggie Tween and her team of helpers; Soup and Pudding proved to be highly successful and will hopefully resume in the winter months. It is hoped that all these groups and new ones continue to flourish. We had hoped to regenerate the field to host a Stalham Under 14's football team but sadly the surface was not suitable for the 2021-2 season. We will continue to discourage the moles and level the ground so that a there can be a pitch. It is very pleasing that the Hall is being used for one-off events such as the August 14th Produce and Craft Fair the November Christmas Fair and the Christmas Concert. Thank you to those events that made generous donations to the Village Hall. There are more up and coming events scheduled for 2022-3, not least the Queen's Diamond Jubilee, the return of the Easter Art Exhibition, the Produce and Craft Fair and a Fun Dog Show.

We are indebted to all who make monetary and equipment donations, we now have a superb electric piano available to everyone, thanks to Robin Monsey. The Hall's development has always relied on the generosity of the groups that regularly use the facility and to some significant one-off gifts and grants now recognised on a plaque in the Hall.

The committee met on July 7th, September 2nd February 2nd and at the Methodist Church Hall on April 4th. Following Jenny Cook's resignation as Bookings Clerk in January, we recognised the very significant contribution that Jenny had made to the Village Hall for over 30 years. Jenny had been active in so many ways having been involved since sponsoring bricks for the build of the Hall itself, acting as bookings clerk and always being on hand when anyone needed help. Her tireless efforts in fund raising often with Cecelia May, and running the fortnightly Rebels Bingo with Margaret Molesworth will be remembered for a long time. We are very grateful to Jenny's daughter Louise for taking over the management of bookings. The email address for bookings is Potterheighambookingclerk@gmail.com Tel. 01692670297.

Parish Councillors on the committee were Sheridan Turner (Trustee) who continued as Secretary, Stan Chapman as Treasurer, Harry May as Vice Chair (Trustee), George Chasemore (Trustee) and Robin Graves-Morris as Chair (Trustee). Jane Harrison resigned from the PC in June and we thank her for her contribution and are sad that her walking group did not flourish as had been hoped. Ann Fulker also resigned in March having been a mainstay of the Good Neighbour Scheme and the Tea Party for some 10 years. Ann

together with her husband Peter brought enormous enthusiasm to the monthly themed tea parties and key events at the Hall.

As always, it is the ongoing support from the community and committee members together with specific roles carried out by Louise Parker and Paul Gladden that ensure that the facility is kept in good order and fit for purpose. The Bowls Green is always in excellent condition and we trust that the whole property reflects well on the village.

We are benefitting from the installation of 32 solar panels which should make significant savings to the high winter month electricity bills, as well as reducing the carbon footprint. In September a new hot water hand washing system was installed. We received a significant legacy from Dr Betty Moss in memory of her parents James and Elsie, two commemorative seats will be installed in the next few weeks. There have been the usual upkeep issues to be undertaken and we are grateful to those who respond so quickly to sorting these out and Ronnie for fixing the leaking roof at such short notice.

Again, Stan Chapman, our treasurer, worked hard to ensure that we benefitted from the grants we are entitled to and that the finances are in the best possible shape. There are still further major improvements to be made such as replacing the flooring, installing more efficient heating systems. Managing the tree line around the field is still Work in Progress, having topped one of the north facing rows in November. The second row should be topped later in 2022. Thanks to Helen, Sheridan and Louise the Village Hall website has been upgraded as has our profile on Venues 4 Hire. At the April meeting it was agreed to ask Amy Gallant, Clerk to the Parish Council, if she would take on the role of Minute Secretary and Amy has agreed to start on the AGM-July 4th 2022. Sheridan has taken on many initiatives and has, along with others, brought a new sense of energy and enthusiasm to the Hall encouraging new activities; the future certainly looks bright.

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

Robin Graves-Morris

Chair - Potter Heigham Management Committee.

April 22nd 2022.

POTTER HEIGHAM TRUST FUND

Annual Report for Year ending 31st March 2022 - Page 1 of 2

The Potter Heigham Trust is constituted by a Trust scheme and is a registered Charity, No 209517. The Charity Trustees during the year to 31st March 2022 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

Last year we approached the Charities Commission and negotiated a change to our constitution.

As from July 2021 the structure of the Trust will be as follows: -

One Ex-Officio Trustee (instead of the incumbent Vicar, as we are not likely to have a permanent one in the future) this will now be an Ex-officio Trustee but nominated by the PCC.

There will be one Trustee nominated by the Parish Council (not necessarily a serving member of the Council) and three co-opted Trustees.

The co-opted trustees are appointed for a term of five years, 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, or the PCC

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 never separately by any one individual Trustee.

Cont....

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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.

During the past year the charity has made, grants, gifts and donations to a total of £16,625 this included: - Contribution of £845 towards the costs of volunteers collecting prescriptions for residents from the local Doctors' surgery.

Assistance with residents heating costs accounted for £13,030.

Also, a further £3,000 was donated to other Local organisations. This included the Brownies/Rainbows and local Churches.

We have kept a higher-than-normal level of support 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 are £49,438 As we all know we are in a very difficult economic climate this may need to be reviewed.
- c) Thankfully the Trustees are back holding normal meetings, but this is also subject to change at any time.

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)

Parochial Church Council Report

I'm pleased to report that we now have a part-time Vicar in post for the next Two years. There are no guarantees of what will happen after 2 years; there is a Norfolk wide review under way - closing the churches, merging Parishes and/or Benefices are all being explored by the Diocese.

The PCC would like to take this opportunity to thank the Parish Council for continuing to pay for the Churchyard grass-cutting.

It has enabled the PCC to pay their parish share of £8,300 last year – albeit using some of their reserves.

Fundraising is slowly returning to normal. The Gazette is now published on the Parish Council's website, but it will continue to be delivered monthly to every village household. The PCC are very grateful to Mary Haslam for continuing to run the gazette and organise its distribution.

We continue to share our Services with Catfield Church alternating weekly between each Church. Potter's congregation remains very small – a case of multitasking to keep things going!

Donald Pickering (Lay Vice Chair)

APPENDIX I

Civil Protection update for PHPC May 2022

This past year has been very busy yet again with more and more weather events and a total of in excess of 160 days of high waters on the three rivers system. The parish has had not only had flood issues along the river but issues with road flooding. Much of these problems on roads have been partially resolved or are in hand with Highways and land owners however there have been multiple issues specifically in the Herbert woods area, so much so, that after previous meetings and concerns from businesses and residents along the banks I organised the Potter Heigham Flood Forum. This was to chase up promises from the authorities over the past three years.

A Potter Heigham Flood Forum meeting was held on Friday 21st January 2022 at 3pm, the notes of which are below:

Initial site meeting at Lathams car park entrance to Herbert Woods, 3pm

Present: Lord Dannatt (NSFA), Duncan Baker MP, Nick Tupper (NSFA), Steve Hems (NNDC), John Butler (Herbert Woods), John Brunning (Herbert Woods), Paul Rice (Snr. Flood Warden).

John Butler gave a briefing and history on the flood situations and subsequent issues for Herbert Woods. This included the events of Christmas 2019 and 2020 and the original meeting in January 2020 at which the EA (Paul Mitchelmore) agreed a number of measures to assist. It was pointed out that to date none of these measures had been undertaken. A brief tour of the site was undertaken and the saline barrier was seen. John Butler outlined the works that Herbert Woods was undertaking to alleviate flooding in their marina and put forward ideas re the saline barrier. The barrier is near the end of its serviceable life and the EA are drawing up plans for a replacement. It is suggested that the barrier could be replaced with a proper flood type barrier which would add to the flood protection for the area. The initial meeting then adjourned to the main meeting at Bridgestones.

Main meeting at Bridgestones 3.30pm

Present: Lord Dannatt (NSFA), Duncan Baker MP, Nick Tupper (NSFA), Steve Hems (NNDC), Harry May (Flood Warden), James May (Flood Warden), Robert Lovick (Flood Warden), Paul Rice (Snr. Flood Warden), Paul Lemon (Lathams), Nick Stone (Bridgestones), Pat Richardson (Phoenix Fleet), Robin Richardson (Phoenix Fleet), Gordon Curtis (Martham Boat Yard), Ian Curtis (Martham Boat Yard)

Robin Richardson (Phoenix Fleet) advised that in 1997 the bridge pilots had undertaken around 12 to 13 thousand pilot runs through Potter Heigham bridge, in 2021 it was just 167. New boats are bigger and fewer, older boats were built to navigate the bridges and average clearance was 6ft to 7ft at low water. For 5 to 6 days a month sometimes it was not possible, now its reversed due to tides and there may only be 5- 6 days a month when it is possible to get through the bridge.

Mention was made of lack of dredging works in the lower Bure where it used to be cleaned (dredged) now there is a constant build up of silt and something has now changed as water tended to back up.

Pat Richardson (Phoenix Fleet) produced a map re works just upstream of Yarmouth and asked why some works were carried out that had actually narrowed the navigation and had an affect on the natural water flow. The new river crossing was being built in Yarmouth which had actually narrowed the navigation and an opportunity missed for a tidal barrier.

Mr Curtis (Martham Boat Yard) felt that a tidal barrier should be put at the harbour mouth. He said that in the days of the Port and Haven Commissioner, they cleaned the rivers out and kept navigation open. Now the authorities rely on computer modelling, run water pumps that pump into swollen rivers causing flood waters to come over the Martham flood walls and have stopped dredging on bends. He said the Whispering Reeds fleet has been lost because they cant get below the bridge any more and that the Pleasure Boat Inn was closed as no bigger craft can get through the bridge.

James May (Flood Warden) asked why flood marshes were not used for purpose as they are constantly pumped out even at flood tide times.

Paul Rice(Snr. Flood Warden) mentioned that the IDB had plans to upgrade pumps upstream of the bridge to use Archimedes screws which would allow water to flow either way and to allow eels to survive.

Lord Dannatt (NSFA) advised about the Broads Future Initiative and local action had to be taken.

Harry May (Maycraft) advised re the loss of mooring plots downstream as quay heading was to low (for the ever increasing higher tides) so it is becoming too dangerous to moor so these moorings are to be closed. The quay headings would need to be raised 12" to 18" and banks built up to make them safe.

Paul Lemon (Lathams) advised that the store was having constant problems at most high tides with sewage backup. Apparently, Anglian Water are now on constant standby to the store.

Costas Mantrilas, (Norada pub) said he has 7 manholes in his backyard at the pub which constantly flood at high water and cause sewage to pour out.

Nick Stone (Bridgestones) said they had constant problems and have to rod the drains every week.

Duncan Baker MP suggested that the EA should be asked to come out here and look at the issues. A tour of the area to show the EA the issues is needed to include Lord Dannatt, NNDC and Anglian Water.

Paul Rice (NNDC Snr. Flood Warden) to organise a proper tour date and time liaising with Steve Hems (NNDC) to look at the real life issues here.

The tour is likely to be 3 – 4 hours long and should include current decision-making from those organisations

Duncan Baker MP closed the meeting by saying a holistic approach is needed.

Notes by Paul Rice (NNDC Snr. Flood Warden)

Following on from the above meeting with Lord Dannatt and Duncan Baker MP, I was tasked to organise a follow up site visit to involve decision makers from the Environment Agency (EA), Broads Authority(BA) and Anglian Water (AW). This proved more difficult than anticipated but, at last, a date was eventually set for Wednesday 13 April 2022 and the "summons" from Duncan Baker MP went out to the EA, BA and AW.

EA regional head, Simon Hawkin, BA CEO John Packman and Senior AW Engineer Chris Wray attended with Duncan Baker MP and Lord Dannatts officer, Nick Tupper also present. The meeting was mainly positive with undertakings from the EA and AW to resolve many of the issues. This includes repairing and replacing the flood barriers at Herbert Woods by the EA and CCTV surveys of all the sewers around Norada, Bridgestones, Lathams and the public toilets with a view to resolving the river water ingress.

Finally, we now have five NNDC flood wardens for the Parish comprising of myself, Harry May, James May, Robert Lovick and Tim Richards. A complete revision of the Emergency plan has started and we will be asking parishioners for more flood warden volunteers, what assistance they may be able to give such as helping with tractors and 4x4s in an emergency situation and helping to compile a list of specifically vulnerable residents.

Paul Rice, NNDC Senior Flood Warden and Emergency coordinator



Report for Potter Heigham Parish Council 2022

Having zoomed for a year 1st Potter Heigham Brownies and Rainbows returned to the village hall for face to face meeting in September. Due to covid restrictions it was decided we would no longer have the two units meetings overlap so it was easier to clean.

The Rainbow started afresh with 3 new girls who looked lost in the big hall but in October they were joined by new 4 year olds who are part of a trial which Snowy Owl, in her wisdom, signed up for. They have gone from strength to strength and have now reached their limit in numbers, 12 girls aged 4-7 and a waiting list of girls who would love to join if only we had another adult helper.

The Brownies are mostly girls who have been with us through covid and are coming to the end of their Brownie Adventure, and as Ludham Guides closed a few years ago we decided we would open our own Guide unit for girls aged 10-14 years, so on the 9th of May the 1st Potter Heigham Guides will have their first meeting.

Both units have been busy working on the Guiding programme and gaining badges. We have handed out some Bronze and Silver awards and two of the Brownies have gained their Gold awards. There has also been a lot of fun along the way learning how to make the best paper aeroplane and how to make a rocket out of effervescent vitamin C tablets and a plastic tube. The Brownies also spent a weekend at Patteson Lodge Coltishall in November where they learnt to zip wire. Though it was blowing a gale and pouring with rain the girls' screams of enjoyment could still be heard. They may have been a bit wet when we returned to the lodge but it wasn't anything a mug of hot chocolate with added marshmallows wouldn't put right.

If it had not been for the financial support we have received from the village many of the things we have been able to offer over the last two years would not have taken place, so Thank You !!

Steph Self

Brown Owl

Stitchers Report.

We continue enjoying our Monday get togethers, our numbers remain steady with a new lady from the village joining us recently. With fabric donated from our appeal to local residents, and a kind donation from Pam's Driving School, we have made approx. 600 feet of bunting, to decorate the village hall and surrounding areas, for the Jubilee celebrations. A great effort from all the ladies involved.

Sue Harris

Potter Heigham Short Mat Bowls Club

Report to 2022 Annual Parish Meeting

Following the closure of meetings because of the Covid pandemic the club is now fully open and meeting on Tuesday evenings (7.00-9.00pm) and Friday afternoons (2.00 – 4.00pm) each week. Thanks are due to Chairperson Eileen for managing us through the lockdown and reopening,

We have had an increase in membership, which is very pleasing, with several of the new players never having played bowls before.

We do not enter in leagues or play matches against other short mat bowls clubs, but play simply for exercise and fun in a very sociable and relaxed atmosphere.

Financially the club is doing well, and since we increased our playing fees to £3 per session we have never had a day when we didn't cover the hall hire fee. Annual subscriptions are £5 per annum.

Over the past year we have bought one new 40ft mat (approx. £1100) and have replaced all of our delivery mats, jacks and measuring tapes. This expenditure was helped with three anonymous donations each of £100 and the sale of our very old and dilapidated mat for £50. Our thanks to Stan Chapman for auditing our past years accounts.

We now have two excellent 40ft mats which means that we no longer have to dismantle the stage to play. Short mat bowls is played on 40 or 45ft mats and the length of the hall to the front of the stage is just 40ft.

Our bowls year runs from 1st April to 31st March and our 2022 AGM was held this year on 1st April. At that meeting the following officers were elected:

Chairman:	Mick Eady
Vice Chairman:	Steve Strange
Secretary:	Sally Strange
Treasurer:	Hazel Eady

Our thanks go to Eileen Frost and Geoff Wise who stepped down after serving as Chairperson and Vice Chairperson for some time.

Our constitution was amended at the AGM to include the provision of a designated adult to ensure the well being of any under 16's who may attend any of our bowls sessions.

We welcome anyone who would like to try short mat bowls, whether or not they have tried it before. We have a few spare bowls and are able to loan them to anyone to try out, so all that is needed is a pair of flat soled shoes.

Mick Eady

Tel: 01692 670616

Email: mickeady7@gmail.com

Potter Mardlers & more Report 2021/22

Opening a new club last June amidst Covid restrictions of 30 attending was daunting but we opened our doors to exactly 30 and membership has grown with each meeting. We now have 52 on our books so I think we must be doing something right! A chance to meet or make new friends over tea, coffee and cake, plus some fun activities.

Over the last 11 months we have organised 2 coach trips, a concert in December and Soup & Pudding Lunches in January, February & March. These proved to be very popular with regular bookings. We donated £200 to the Village Hall from these lunches.

My thanks go to Stan Chapman who is looking after our finances and for which I am very grateful.

We are now looking forward to taking part in the Potter Heigham Jubilee Celebrations in June plus celebrating our 1st birthday at the June meeting.

Hazel Eady

Potter Heigham Afternoon Teas:

A small group of kind and generous volunteers are supporting the relaunch of the afternoon teas. We fund raised funds to get started at the Xmas Fair. We plan to do more fundraising this year at other local events. The Potter Heigham Trust has also kindly offered to support the teas.



Easter Tea: 14th April

The first tea went very well with 18 attendees. We also ran a raffle and held an Easter Quiz. Thank you so much to the volunteers who kindly helped on the day, by donating sandwiches and cakes, taking payments from attendees, managing the raffle, food preparation, serving and then doing the washing up!

We plan to run the next afternoon tea on the 28th July.

Maggie Tween 30th April 2022



Manners4Paws

Manners4Paws Dog Training started classes at Potter Heigham Village Hall in January 2022, and we are very pleased we did.

Our puppy obedience courses have been fully booked and we are now taking bookings 3 months in advance. Our Ringcraft (dog showing) classes have brought in new members from as far as Holt and Gorleston and local members from Potter Heigham and Sutton.

I am very proud to say that of the 26 members who qualified to exhibit at Crufts dog show this year, 23 of the dogs won Rosettes. This is a great achievement.

Now the evenings are getting lighter, I am sure even more will join us where we can train on the field of an evening.