**Village Hall Meeting 1st April**

Present on Zoom conference call were – Jinny and Dennis Wells, Ros and John Horne, Richard Harden, Alfie Saunders, Guy Wilhelmy, John and Diane Snelling.

I informed the meeting that the information provided advised:

* Site to be 6m square, of concrete and sited in wooded area beyond playing fields. It will have 1.8m fence topped with barbed wire.
* It will be a free-standing lattice tower with no stay wires of 20m height (trees measure 10m).
* Clarke Telecom will pay up to £1500.00 +VAT for our Solicitor fees and same for Land Agent.
* They are offering a fee of £275.00 per year for siting the mast on our land.
* Wayleave will be required for electrics crossing our land.
* Clarke Telecom state they will pay to reinstate anything damaged by their installation.

After some discussion over the plans sent by Clarke Telecom, we agreed a number of questions that need addressing with them.

Questions:

1. When do they intent to start installation? (July/Aug ideal)
2. How long will installation take?
3. Will they need an area for storage, and if so where would be most suitable?
4. Which route will the electricity ducting take?
5. Need confirmation of exact distance between edge of football pitch and mast base.
6. Need to ensure access to the site is between hedge and football pitch i.e. not across football pitch.
7. Will they participate in a public consultation meeting.

I agreed to make contact with them to raise these questions.

We also agreed that a notice would be put outside the village hall and other suitable places around the village to give people time to look at the plans and raise questions and concerns.

Meeting closed.

**Zoom conference call with O2 and Clarke Telecom 6th April**

Attendees – John and Diane Snelling, Peter Rattray representing O2 and Martyn Knapton representing Clarke Telecom.

The questions above were e-mailed to Peter in advance and then discussed at this meeting.

1. When do they intent to start installation? (July/Aug ideal)
	1. They expect to submit a formal planning application in early May. Legal matters will take 4-6 months after which it will be put into their programme and take around 1 month to start. Looks more likely to start around October.
2. How long will installation take?
	1. 2-3 weeks for base, 1 day for crane to erect tower, 1 day for cherry picker to fit antenna.
3. Will they need an area for storage, and if so where would be most suitable?
	1. They probably won’t need a storage area but if they do they would expect to use the area around the base.
4. Which route will the electricity ducting take?
	1. Peter advised he would e-mail a copy of the proposed electrics routing (underground). A Wayleave will be required for this.
5. Need confirmation of exact distance between edge of football pitch and mast base.
	1. Peter confirmed that this would be 5m.
6. Need to ensure access to the site is between hedge and football pitch i.e. not across football pitch.
	1. Peter confirmed all access arrangements would not proceed until fully agreed with us and acknowledged the need to keep vehicles off the football pitch. Diane advised the distance between the hedge and the football pitch is about 4m, so this will need to be taken into account when the crane comes on to site.
7. Will they participate in a public consultation meeting.
	1. Peter advised that Clarke Telecom have had issues at public meetings in the past and are no longer willing to attend these. However, they are willing to join a Zoom conference call with Erpingham residents if required.

Other matters that were discussed:

* It is not clear yet how BT will connect the mast to the network. It can be by microwave dish or fibre. If fibre, they will need to put in a duct and another Wayleave will be necessary. Peter to contact them to find out their plans.
* Peter will advise us when the Planning Application is formally submitted.
* The Village Hall Committee need to engage Solicitors asap to review the contract on our behalf.
* The Village Hall Committee need to engage a Land Agent asap to act on our behalf.
* Peter suggested we take photos of the area before any work starts to have a record of the state of all surfaces now. This can be used if there are any issues with reinstatement by any parties.

Meeting closed.

**Village Hall Meeting 13th April**

Present on Zoom conference call were – Jinny and Dennis Wells, Ros and John Horne, Alfie Saunders, John and Diane Snelling. (Richard Harden and Guy Wilhelmy contacted by telephone afterwards)

Diane and I advised the Committee of the above answers from Clarke Telecom. The following actions were agreed:

* Diane to draft an A4 Notice to advise residents of Clarke Telecom intentions, to be put in visible places around the village. A5 versions of this to be printed out and delivered to households in The Street, Jubilee Close and Birch Court, Eagle Close and the new estate. Several people have volunteered to deliver these.
* Diane to also draft a message for the web site and Facebook giving more detail. To send this and the Plans document to Ros to upload.
* Dennis agreed to set up a new e-mail address that people could send their responses to.
* John gave details of local Solicitors and Land Agents and the committee agreed which to approach first.
* Alfie offered to take the photos around the village hall i.e. car park, behind the hall, at the back of the MUGA, overflow car park, between hedge and football pitch at west end and into trees at that end.

Meeting closed.

Since this meeting Diane and I have contacted the Solicitor and Land Agent and are awaiting replies.

**Village Hall Meeting 15th May 10.30**

**Attendees:-** Jinny and Dennis Wells, Ros and John Horne, Richard Harden, Alfie Saunders, Guy Wilhelmy, John and Diane Snelling.

1. Gas tank installed Monday 11th May, trench dug out beforehand and filed in afterwards. Discussions then took place as to whether to have a fence just around the tank or to include the old gas cylinder cage. A decision to incorporate the old cylinder store and tank within a single fence was unanimously agreed. Once installed the committee will install a membrane and gravel to make it low maintenance. JS has arranged for 2 companies to provide quotes for the fencing.
2. Rubbish and recycling collection have been suspended until the hall reopens.
3. Phone mast planning application has been put on hold whilst Clarke Telecom and O2 discuss the response they have received from NNDC. JS has advised the solicitor and land agent of this.
4. The meeting discussed the re-opening of the hall and all agreed that this would not be in the foreseeable future. All agreed that going forward we should provide a hand sanitiser station inside the entrance lobby. Ros to purchase an automatic hand sanitiser and Diane will produce a sign to go along side it.

There being no other current issues for discussion and the meeting call time limit being reached the meeting closed at 11.05.