

STOKE FERRY PARISH COUNCIL
Minutes of the Ordinary Meeting held on
Wednesday 3 July 2019 at 7.00pm in Stoke Ferry Village Hall

Present:

Cllr Sue Lintern

Cllr Jim McNeill (Vice Chair) (From minute 157/19)

Cllr Kit Hesketh-Harvey

Cllr Mandy Leamon

Cllr Trudy Mann

Cllr Donna Stocking

Cllr Janet Taylor

Helen Richardson (Parish Clerk and Financial Responsible Person)

Public: 3

Also, in attendance:

Cllr Colin Sampson, Borough Councillor

Cllr Martin Storey, County Councillor

Chris Philpott, Footpath Warden

153/19 Emergency Evacuation Procedures was read by the Chair.

154/19 Openness and Transparency Notice - The Parish Council record the meeting. The Chair notified the public of this.

155/19 Apologies for Absence Apologies were accepted for Cllr Gail Reeve and Cllr Daphne Clements (personal reasons).

156/19 To receive Declarations of Interest from Members on any item to be discussed
Cllr Sue Lintern regarding planning and payments.

157/19 To approve the Minutes of the Ordinary Meeting 5 June 2019

Cllr Janet Taylor proposed, seconded by Cllr Kit Hesketh Harvey, three were in favour and three abstained.

158/19 Matters Arising from the Minutes of the Last Meeting (And Clerks Report)

Dukes Head – Borough Council on email advised that the owners were aware of the current enforcement file open for this building. The BCKLWN advised that the owner was carrying out some remedial work to it which they were monitoring. The Clerk agreed to find out whether the enforcement had now concluded.

Indigo Road – Planning Enforcement had inspected the area and advised they would be taking no enforcement on its untidiness. The developer confirmed they would pay costs to tidy the area.

2Agriculture Planning – Queries from June meeting – answer from Planning was - The viability assessments have been provided by the developer to prove to us why it is not financially viable to provide affordable housing on the Mill site. The planning application to go to the Planning Committee had been delayed to 29 July. Cllr Kit Hesketh-Harvey wished to share a concern that the process had been delayed since the mill continued to let the houses surrounding the mill to get further derelict and its operations still meant that the fire service was attending at times. It was noted that they were meant to be refurbishing the houses around two years ago, and it was believed they had carried out a survey two years before, it was agreed to discuss at the factory liaison meeting. Cllr Sue Lintern called the Green Spaces Officer at the Borough Council and confirmed that the Parish Council can get both an offsite and green space contributions and thought that trees along the playing field boundary

was a good idea and would report to the Planning Officer concerned. The Clerk agreed to find out why it had been deferred for the Planning Committee to review.

Blue Bell Pub – The enquirer thanked the Council for their feedback following return of response as per June meeting.

Request for Normandy Trust Collection – The Clerk circulated an email to Councillors as a request regarding the village creating a collection point for the charity.

Local Plan Draft – The Clerk has emailed the Planning Team to ask for an update since submissions on 14 April. They advised that they didn't provide responses to Parish Council's, but they were continuing to work through the Local Plan from comments received.

Village Gates – The Clerk was progressing the project and agreed to contact Wretton Parish Council regarding the gate that would be at their joint entrance.

Planning Enforcement - Horsemans Rest, Littlemans Way – Parish Council notified that alleged unauthorised use is being appealed via Planning.

Planning Decisions Notified:

- 17/00469/NMA_1 Stoke Ferry Land Between Bramcote House And Village Hall Lynn Road Stoke Ferry Norfolk - APPLICATION FOR A NON-MATERIAL AMENDMENT TO PLANNING PERMISSION 17/00469/F: VARIATION OF CONDITIONS 8, 9, 14, 21, AND 29 OF PERMISSION 16/00493/FM: Proposed residential development (29 dwellings) with minor demolition of former opening in boundary wall for access to plot 24. To include parking and access to existing village hall Application Permitted 6 June 2019 Delegated Decision
- 19/00699/F Stoke Ferry Thistledown Lynn Road Stoke Ferry King's Lynn Norfolk PE33 9SW - Garage conversion and single-story link Application Permitted 12 June 2019 Delegated Decision
- 19/00085/TREECA Stoke Ferry 570825 299543 G1 Leylandi - Remove trees behind brick wall in order to replace brick wall which is crumbling and replant the hedging with Euonymus hedging in a conservation area The Old Bull Bridge Road Stoke Ferry Norfolk PE33 9TB

Pathway - Cllr Sue Lintern agreed to review the documents detailed by a resident regarding the pathway running through the mill site. Cllr Jim McNeill also expressed an interest in viewing these documents.

Post Office - The Clerk agreed to contact the Post Office following a submission by the garage who it was believed had submitted application for. It was agreed to put an agenda item in August: Post Office update.

159/19 To Discuss and/or Approve Expression of Interest to bid Blue Bell Pub as a Community Value Asset.

It was now registered as an Asset of Community Value. An interested Leathercraft business had reviewed it to relocate to in the village and they had advised they were waiting to see what happened following the interim moratorium. There had been no interest received directly to the Parish Council, though it was noted any Community Interest Group may go directly to the Borough Council with their interest.

160/19 To Discuss and Approve Neighbourhood Plan Working Party Terms of Reference, General Update and Any Other Decisions to be Made

Cllr Sue Lintern, Cllr Jim McNeill and Cllr Kit Hesketh-Harvey had drafted a Terms of Reference for the Working Party on the Neighbourhood Plan. Minor amends were noted. Following a query Cllr Jim McNeill advised if four people were not possible to join the three Councillors then the Neighbourhood Plan would not be viable. The Terms of Reference were proposed pending agreed minor amendments by Cllr Sue Lintern, seconded by Cllr Donna Stocking, all were in favour.

161/19 To Approve: Design to be Placed on the Back of the New Village Sign

Cllr Trudy Mann shared that other villages had signs made of wood can cost thousands and Stoke Ferry's, by comparison, was much less expensive. The Parish Council noted comments from residents about the back of the sign images which were black. It was agreed an outlining the history of images on the sign may be worthwhile writing up on the obverse. Cllr Janet Taylor agreed to design a mock-up of ideas for what could be on the backs of the sign and review before the next meeting it would be a continuation, but Cllr Taylor will confirm to the Clerk should it need to be on the August agenda when ready.

162/19 To Discuss and Approve Buckenham Drive Fly Tipping and Any Clear Up Costs

The Chair advised that the Borough Council confirmed they were not going to remove the fly tipping. The Clerk agreed to write to all the residents along that area and advise them they are responsible for any fly tipping and to report any. Cllr Donna Stocking agreed to look at clearing the greenery. It was agreed to add ownership of the land to the next agenda.

163/19 To Discuss Indigo Road Development Update, Site Cleanliness and the Village Hall Car Park

The Clerk agreed to ask for an update from planning for the site and update from the developer on the building contract.

164/19 To Approve Whole Parish Council Training

The Parish Council agreed to further read Standing Orders and Financial Regulations and no training be booked at this time.

165/19 To Review and Approve of Standing Orders

The amendments to the Standing Orders as presented were proposed by Cllr Kit Hesketh-Harvey, seconded Cllr Jim McNeill, all were in favour.

166/19 To Review and Approve a Working Parties Policy.

The presented policy was proposed for approval by Cllr Janet Taylor, seconded Cllr Trudy Mann, all were in favour.

167/19 To Review and Approve Cemetery Records Working Party Terms of Reference

Cllr Janet Taylor shared a Terms of Reference and agreed to email to the Clerk for filing. The terms of reference were proposed for approval by Cllr Kit Hesketh-Harvey, seconded by Cllr Janet Taylor, all were in favour.

168/19 To Review and Approve Recovery Plan Working Party Terms of Reference

Cllr Jim McNeill read the Terms of Reference document, its approval was proposed by Cllr Janet Taylor, seconded by Cllr Sue Linter, all were in favour. Cllr Jim McNeill agreed to email to the Clerk for filing.

170/19 To Review and Approve Village 'Fixtures and Fittings' Working Party Terms of Reference

It was agreed to defer to August.

171/19 To Review and Approve Financial Regulations – Online Banking Arrangements

It was agreed to defer to the August meeting, so all Councillors read the amendments.

172/19 To Adopt and Approve a Financial Risk Assessment

Internal Audit Commendation to have one; Cllr Kit proposed, seconded by Cllr Donna, all in favour.

173/19 To Approve: Payments and Accounts Reconciliation to Date

The payments as follows were proposed for approval by Cllr Mandy Leamon, seconded Cllr Janet Taylor, six were in favour and Cllr Sue Lintern abstained due to an interest.

03-Jul-19

Payments for Approval

| Payee | Cheque No. | Payment for | Net | VAT | Total |
|------------------------|------------|--|----------------|--------------|----------------|
| Clerk | 101803 | Clerks Wages and Expenses - June 19 | 305.84 | 0.00 | 305.84 |
| HMRC | 101804 | Jun-19 | 71.96 | 0.00 | 71.96 |
| NALC | 101805 | Clerk Cemetery Training | 20.00 | 4.00 | 24.00 |
| Cllr Sue Lintern | 101806 | Refund for Inflatables and Band Mid-Summer Fayre | 1500.00 | 0.00 | 1500.00 |
| Came and Company | 101807 | Annual Insurance Fee | 679.84 | 0.00 | 679.84 |
| Norfolk County Council | 101808 | Return of Paperwork to PC | 20.00 | 4.00 | 24.00 |
| EON | DD | Electricity for Streetlights | 80.60 | 4.03 | 84.63 |
| Handyman | 101809 | Jun-19 | 32.00 | 0.00 | 32.00 |
| Grounds Maintenance | 101809 | Jun-19 | 195.00 | 0.00 | 195.00 |
| SF Village Hall | 101810 | Village Hall Hire | 30.00 | 0.00 | 30.00 |
| Total | | | 2935.24 | 12.03 | 2947.27 |

174/19 To Receive items of concern & matters to be included on the next agenda from the Parish Council and note forward items

The Chair read the following regarding the Stoke Ferry Mid-Summer Fayre 2019

Another fantastic Summer Fayre in Stoke Ferry. _The weather was kind to us and there was plenty to keep everyone entertained. Bound2Bounce provided a huge, giant slide and an inflatable bungee run, Ed Taylor and his band "The Elderberries" did a fantastic job with the live music and Mark Stevens did an amazing DJ set. A huge thank you to Mark for stepping in at the last minute. So many people complimented the band and DJ and we hope they come back next year. Thanks also to Norfolk Constabulary for spending time with us and allowing kids to clamber about in their police car. The police were also keeping an eye on Bronte the very large tortoise who also came along to enjoy the Fayre. _We must thank all those who donated the many wonderful raffle and tombola prizes, and a very special thanks to the Pump for donating the main prizes, Joan Forster really did an outstanding job in creating the 2 fabulous hampers. _As always, these events rely on help from so many people and I would like to say a big thanks to all those who helped on the day and in the days leading up to the event. A very special thanks goes to Steven for cleaning the benches and removing the graffiti. The Summer Fayre raises money for the village and provides a community day for people to relax, enjoy themselves and to meet other villagers. I hope everyone had a good time and look forward to seeing you all again next year.

- The Chair read concerns from a resident in the village regarding speeding in the village at Bridge Street. They wished to understand more about the village gates and was also concerned about the speeding outside the village hall. The Chair advised that the resident had been informed that the Parish Council would note at this evening's meeting and the gates were being installed by Highways by year end. The resident had been invited to the Parish Council meeting. The Chair advised that the Parish Partnership Bid was due to be discussed in September and it allowed for bids on traffic initiatives. The Clerk agreed to ask the Police to do a speed check at Bridge Road.

- A resident had reported that a fence on bridleway 9 was collapsing, and the Clerk was going to email the landowner and ask them to fix it as a matter of urgency as it was potentially dangerous to pedestrians and horse riders.
- Footpath 17 was over grown and the Clerk agreed to advise the mill to cut back.
- The Clerk agreed to ask Andrew to cut brambles back that were growing into the playing field.
- The Clerk agreed to ask Andrew to clear the area on the Hill between the War Memorial and the Duke's Head of weeds.
- There had been graffiti on playing field buildings which they had been reported to the Police and therefore was now in their hands. If any more needs to be reported to the Police it should be done. The Parish Council thanked Wayne for re-painting it.
- Money made at the Summer Fayre had been £400. The Clerk agreed to add disbursement to the August agenda.

**175/19 Cllr Colin Sampson (BCKLWN) and Cllr Martin Storey (NCC), if in attendance
Cllr Colin Sampson**

- The Borough Council had no knowledge of contact from Freebrige in relation to recent car parking issues at Buckenham Drive. The Clerk confirmed that Freebridge advised if the Parish Council were happy with the cars parked in the location and will let the residents know. The Parish Council had since let residents know the PC had not concerns about them parking there, and the matter was considered resolved.
- Speed humps were now not considered to be environmental sound due to noise, etc.
- Alive Leisure Trust is now owned again by the Borough Council due to huge taxable savings.
- Dog Fouling – Following Parish surveys on dog waste issues across the Borough a dog fouling officer had been appointed to cover enforcement across West Norfolk.

Cllr Martin Storey

- He shared details about the Parish Partnership Fund.
- He was still on the Planning Committee at the Borough Council, he shared there was useful slides from recent training. The Clerk was seeking a copy after it had been promised to send to Parishes.
- There was many District and County Councils that were struggling with their budgets, and difficulties in funding meant that the County Council's Adult Social Services and Children's Services are 'under strain', it was hoped the Government could assist. If the public had ideas of running the Council better to let him know. There was a public consultation from NCC asking the public for their views on how NCC operates and can be found on the website until 26 July.
- He had attended the Crime and Police Panel. He wished to assure the public that Norfolk Police were considered one of the best in the country. Lorne Green would not be standing as PCC in 2020. The amalgamation of the Police and Fire Service was still ongoing.
- All other information was on the website.

Following a query, Cllr Colin Sampson advised that the grass on verges was cut every 12-18 weeks. It was believed a grass cutting schedule may be on the BCKLWN website. Wildflowers were being left to grow for wildlife and insects. Visibility splays were cut where needed.

176/19 Adjourn the meeting to allow for public comments

177/19 Confirm the Date of the Next Meeting – Wednesday 7 August 2019 at 7 pm, Ordinary Meeting of the Stoke Ferry Parish Council. Cllr Jim McNeill, Cllr Kit Hesketh-Harvey and Cllr Mandy Leamon gave apologies to the next meeting.

178/19 EXCLUSION OF PRESS AND PUBLIC The Council to pass a resolution excluding the press and public from the meeting in accordance with Section

1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted. To discuss any urgent HR issues, Contracts or Legal Proceedings. To discuss HR related topic.

Closed 9.50 pm