

STOKE FERRY PARISH COUNCIL
Draft (until approved at the next meeting)
Minutes of the Ordinary Meeting held on
Wednesday 3 February 2021 at 7.00 pm, Virtually online via Zoom

Present:

Cllr Sue Lintern (Chair)
Cllr Kit Hesketh-Harvey (Vice-Chair)
Cllr Stuart Collins
Cllr Andrew Hayward
Cllr Mandy Leamon
Cllr Gail Reeve
Cllr Janet Taylor
Cllr Trudy Mann
Cllr Donna Stocking (Item 18/21 – 25/21 only due to lost internet connection)
Helen Richardson (Parish Clerk and Financial Responsible Person)

Also, in Attendance

Public – 1
Cllr Martin Storey, Norfolk County Council
Cllr Colin Sampson, BCKLWN
Stephen Ward, Chair of the Bluebell Pub Campaign

18/21 Openness and Transparency Notice

The Chair read the notice.

19/21 Aggressive and Abusive Behaviour

The Chair read the notice.

20/21 To Receive and Consider Acceptance for Apologies of Absence

There were none.

21/21 To Receive Declarations of Interest from Members

Cllr Janet Taylor, Cllr Sue Lintern and Cllr Donna Stocking declared an interest regarding Payments for approval at item 35/21. It was noted that some Councillors had received Dispensations regarding the Blue Bell in regard to item 23/21 where shares open to the whole community had been purchased.

22/21 To Approve the Minutes of the Ordinary Meeting held on 6 January 2021 and matters arising (Clerks report)

RESOLVED: That the minutes of the Ordinary Meeting held on 6 January 2021 be approved. (Cllr Gail Reeve proposed, Cllr Andy Hayward seconded, eight were in favour and one abstained due to non-attendance).

Clerks Report (Matters Arising)

Indigo Road – A Director at Orbit East spoke with the Clerk on 26 January to update that he was taking the issue forward with their solicitor in order to get the road adopted which effected the sewers and streetlights. It would take 3- 6 months to fully resolve with the legal routes that were required to get the appropriate legal agreements approved.

Buckenham Drive Land Transfer – A BCKLWN officer agreed to chase up the Property Department w/c 18 January. The Clerk has it on her action list to chase up again in February.

Query on Planning Application –20/01589/AG Stoke Ferry Home Farm 76 Wretton Road Stoke Ferry King's Lynn Norfolk PE33 9QJ - Planning Officer advised that: "In response to the email you send in December, this agricultural prior notification application was for the erection of a multipurpose agricultural barn. The proposal was found to be compliant with Part

6(a) of the General Permitted Development Order 2015 and therefore prior approval was not required". Response circulated to Councillors on email.

Fly tipping – A134 – The Clerk reported to the Fly tipping Team at BCKLWN with photos for them to investigate and take forward.

Common Land – Will be on the March agenda for further discussion.

Precept Request 202122 – This was emailed and confirmed receipt by the BCKLWN.

Perch seating in the Bus Stop on The Hill – Were installed by the contract. The item would be added to the assets list supplied to the insurance company. Refund will be sort through NCC of 50% of the cost through the Norfolk Parish Partnership Fund.

Asset of Community Value – Bluebell – The Parish Council received confirmation from East Law that the application by the Campaign Group had been successful, the email was received on 18 January 2021.

The Mill Noise– The Mill Manager agreed to follow up a request to share the mill's recent noise survey. He had offered to share it at the last Mill meeting. He also advised that there was various works being scheduled at the mill in regard to noise reduction. The Clerk agreed to seek a date of when work was to be carried out. The Chair had requested that the Mill Manager confirm a date for a liaison meeting.

Planning Applications – Consultation Between Meeting - 20/02060/F Stoke Ferry Replacement of existing dwelling and garage with new dwelling and garage Cockshill Oxborough Road Stoke Ferry King's Lynn Norfolk PE33 9SY – No comment returned on 26 January 2021 as per planning comments procedure.

Planning Applications with No Consultation Required - 0/01758/LDE Stoke Ferry Horsemans Rest Stoke Ferry Bypass (A134) Stoke Ferry KINGS LYNN Norfolk PE33 9UF - Lawful Development Certificate: To be able to live in the existing caravan on site whilst proceeding to apply for a permanent dwelling Not Lawful 6 January 2021 Delegated Decision.

23/21 To Receive an update on the Bluebell Campaign.

The Chair of the Bluebell Campaign attended to provide an update to advise that the campaign group were close to reaching their funding target and the deadline for selling shares had been extended with permission from the Plunkett Foundation. He shared that it maybe necessary to add additional funds from grants and he was reviewing the value of the offers from volunteer time pledged for refurbishment. He added that there had been a structural survey which appeared to be satisfactory and they were starting to commission searches and conveyancing. The Chair shared that East Law had notified the Council that the owner was expressing his intention to dispose of the property and interest of purchasing the property needed to be advised within six weeks. The Campaign group had demonstrated their interest in purchasing the property to Eastlaw. The Council agreed unanimously to reply to Eastlaw's letter confirm they were interested as far of support of the campaign's scheme to purchase the Bluebell.

24/21 To Approve Change to Gift to Long Serving Retiring Village Volunteer

The item was moved forward on the agenda by the Chair. The Chair shared that she had spoken with the long serving volunteer who the retiring gift was for and he had suggested alternatively a bench, which they would personally donate to the Bluebell Pub when open. The Chair shared that the legalities of the gift had been checked and confirmed, and the Council were elected to look after the village on behalf of those who lived in Stoke Ferry and this was different to charity payments as it was to recognise the contribution of a long serving volunteer and this was the only reason this exceptional circumstance had been made.

RESOLVED: That a gift for a long serving retiring volunteer be amended to be a bench on their request at the appropriate time in future. (Cllr Sue Lintern proposed, Cllr Kit Hesketh-Harvey seconded, eight were in favour and one was against the principle rather than recognition of the individual).

25/21 To Receive a Neighbourhood Planning Working Group Update

The Chair of the Working Group shared the following:

- Project plans were being worked on.
- Non-heritage assets – lists drafted and for review amongst the group. Due to COVID-19 restrictions and national lockdown this task was under review.
- The list of historic walls designated as special to Stoke Ferry will also be reviewed after the restrictions.
- Map and survey work was to be progressed.

There was a Stoke Ferry Neighbourhood Plan website which had a link available from the Parish Council website on the Neighbourhood Plan Page

26/21 To Discuss and Approve Any Action in Relation to Footpath 17

The Parish Council discussed the registration of Footpath 17. The footpath's future was secure as it was included on the definitive map managed by Norfolk County Council, as well as also being maintainable at public expense and therefore liability by Norfolk County Council. It was agreed to revisit it in 12 months.

RESOLVED: That registration of Footpath 17 not be taken forward at this time. (Cllr Sue Lintern proposed, Cllr Janet Taylor seconded, all were in favour).

27/21 To Consider Planning Application for Parish Council Consultation: 20/01892/F Full Planning Permission for 6 dwelling houses in a conservation area following demolition of agricultural barns at Land and Buildings Immediately N to NE of The Old Farm House Oxborough Road Stoke Ferry Norfolk.

The Council discussed the application received for Parish Council consultation.

RESOLVED: That an objection be lodged against the planning application 20/01892/F based on the following reasons:

- 'Road access' as a material consideration was not sufficient being via Oxborough Road that was already heavily congested with traffic from current properties in the area.
- 'Highway Safety' and 'Increased Traffic' on Oxborough Road which was already congested and its proximity to the A134.
- Fewer houses should be considered for the development.
- The application is made on land which is outside the building development area for the parish and is exception land.
- There is already plenty of development in the village currently and planned for the future.

(Cllr Trudy Mann proposed, Cllr Stuart Collins seconded, seven were in favour and one was against).

Cllr Colin Sampson shared that he may have the call the application in as he had been asked by the applicant of the planning application to do so first before the Parish Council, if the Parish Council's decision to object was different to that of the Planning team it may need to be discussed by the Planning Committee in any case. The Chair understood that any application called in was at the discretion of any Borough Councillor to decide whether to call it in or not, but then can decide whether someone wishes to be for or against whichever party, whether that be the Parish Council or the applicant. The Stoke Ferry Parish Council requested that Cllr Colin Sampson call the application in on their behalf should that be relevant.

**28/21 To Consider Planning Application for Parish Council Consultation: 20/01985/O
OUTLINE APPLICATION ALL MATTERS RESERVED: Proposed semi-detached houses
at Land Between 11 And 12 Either Side of Footpath Buckenham Drive Stoke Ferry
King's Lynn Norfolk PE33 9SG**

The Council discussed the application received for Parish Council consultation.

RESOLVED: That an objection be lodged regarding planning application 20/01985/O based on the following reasons:

- Highway Safety and Road Access as a material consideration - There would not be enough space for four cars in manoeuvring in the proposed location due to the current lack of parking in the area.
- Highway Safety and Road Access as a material consideration - There would not be enough parking space for four cars manoeuvring in this location due to this being a route for children to walk to school sometimes unattended.
- Highway Safety and Road Access material consideration- There was not enough space for emergency services to access Buckenham Drive currently due to the restricted amount of parking and manoeuvring space in this area.
- Highway Safety and Road Access as a material consideration – There was a path to the garage behind in this location and a pathway used by children to go to school in this proposed area that would make it unsafe to include more properties and driveways.
- Highway Safety - If the houses are built in the proposed space the footpath and the streetlight will be affected with visibility reduced making it unsafe for all especially children.

(Cllr Gail Reeve proposed, Cllr Trudy Mann seconded, all were in favour).

The Council requested that Cllr Colin Sampson call the application in. The Chair advised that if the application is called in, the Parish Council would put together a response and attend the Planning Committee.

29/21 To Discuss and Approve Any Action in Relation to Recycling Credits

Cllr Andy Hayward attended a webinar on the topic and shared information about Recycling Credits. There was no identifiable land to site recycling items on in the village. Cllr Andy Haywards agreed to share any further information and discuss further in the coming months.

30/21 To Discuss and Approve Internal Auditor Appointment for 2020/21 Accounts

RESOLVED: That the appointment of an Internal Auditor for 2020/21 accounts be approved at a cost of £50. (Cllr Sue Lintern proposed, Cllr Kit Hesketh-Harvey seconded, all were in favour).

31/21 To Approve Grounds Maintenance Contract for 2021/22

The Contract document was circulated and there were no comments.

RESOLVED: That the contractor document for Grounds Maintenance in 2021/22 be approved. (Cllr Kit Hesketh-Harvey proposed, Cllr Andy Hayward seconded, all were in favour).

32/21 To Approve Amendments to the Cemetery Management Policy

It was agreed to further review the wording around spoils of mud and damage left from burials and add to the March agenda.

33/21 To Approve the Register of Decisions Made on Email for Ratification

- a) Propose to reimburse the volunteer drivers for their costs through the PC and purchase of thermometer to be COVID-19 safe [Note: not required after approval].
- b) Approve for the Council to receive and administer the COVID-19 19 Funding within its own bank on behalf of the COVID-19 19 Volunteer

group, though the group is liable for the distribution of funds upon written instruction to the Council.

Cllr Sue Lintern, Cllr Janet Taylor and Cllr Trudy Mann declared an interest as they were members of the volunteer group. The volunteer group had applied for funding at the point of the last Parish Council meeting, but the result was not known at that point, so decision a) listed on the agenda was made online in regard to support the volunteer costs for transport and thermometers at that time being an urgent situation for individuals to be able to receive their covid vaccinations, but subsequently shortly after the Volunteer group received funding and therefore the Council made decision b) as listed on the agenda.

RESOLVED: That the decisions listed on the register for ratification be noted as follows a) Propose to reimburse the volunteer drivers for their costs through the PC and purchase of thermometer to be COVID-19 safe [Note: not required after approval]. And B) Approved for the Council to receive and administer the COVID-19 19 Funding within its own bank on behalf of the COVID-19 19 Volunteer group, though the group is liable for the distribution of funds upon written instruction to the Council. (Cllr Kit Hesketh-Harvey proposed, Cllr Mandy Leamon seconded, five were in favour and three abstained due to a declaration).

The Parish Council wished to thank the volunteers for their work responding to the COVID-19 situation.

34/21 To Approve Clerk Training Regarding Administering Exclusive Right of Burial

RESOLVED: That training for the Clerk regarding Exclusive Right of Burials at £10 plus VAT be approved. (Cllr Andy Hayward proposed, Cllr Janet Taylor seconded, all were in favour).

35/21 To Approve Payments to date

The following payments were presented for approval:

Payee	Payment for	Net	VAT	Total
Parish Clerk	Clerks Wages and Expenses Jan 2021	320.92	0.00	320.92
HMRC	PAYE Jan 2021	76.80	0.00	76.80
Thomas B Bonnetts	Bus Shelter Perch - Parish Partnership Fund (50% of this cost to be recovered following payment from NCC - excluding VAT)	467.00	93.40	560.40
Cllr Sue Lintern	Refund from Covid-19 January 2021 Norfolk Community Funding held in Account for Volunteer Group three Thermometers	66.20	13.26	79.46
Fraser Dawbarns Solicitors	Advice in Relation to Footpath 17 (Minute item 229/19 spend up to £300)	200.00	40.00	240.00
EON	Streetlighting - Nov 2020	78.00	3.90	81.90
EON	Streetlighting - Dec 2020	80.60	4.03	84.63
Total		1289.52	154.59	1444.11

As at 31.12.20	Community Account - Current	21,080.65
As at 11.01.21	Business Account	27,306.58
As at 31.12.20	Unity Trust Bank	9,797.20

58,184.43

RESOLVED: That the payments be approved as presented. (Cllr Kit Hesketh-Harvey proposed, Cllr Mandy Leamon seconded, six were in favour and two abstained due to a declaration of interest).

36/21 Urgent Matters – Chairman

The Chair shared that currently as legislation stands the right to hold Parish Council meetings online was only in place until 7 May 2021, and there was lobbying in parliament currently around extension of this legislation. She added that it was unclear whether it would be safe to hold meetings in person again after this time and the coming months, and there were concerns for people with underlying health issues, those caring for relatives and a lot of cause for concern that meetings won't be possible unless they can be held online. The Council agreed that a letter be written to Elizabeth Truss MP to impress upon her this importance that an extension at least be legislated whilst we do not have a full vaccine rollout. The Clerk agreed to send a letter to Elizabeth Truss MP explaining concerns of the Council should an extension not be given.

The Chair shared that she would be joining a Cyber Crime webinar the following evening and she would report back at the next meeting. She added that she was hoping to understand if there was any support for residents the Parish Council could offer.

37/21 To Receive Urgent items of concern & matters to be included on the next agenda from the Parish Council and note forward items.

There were no other comments.

38/21 Cllr Colin Sampson (BCKLWN) and Cllr Martin Storey (NCC), if in attendance Cllr Martin Storey

- The Norfolk County Council budget meeting was due to take place at County Hall on 22 February, there was 500 public responses to their consultation.
- As at 29 January in Norfolk COVID-19 vaccinations - there had been 11k over 80 year olds or 83% having their vaccine. And 15k out of a possible 29k aged from 70 to 80 had their vaccine too.
- There was a lot of grant aid on the NCC website for individuals struggling and also for businesses.

Cllr Colin Sampson

- He had heard from residents of the success of the Santa Challenge the Parish Council had run at Christmas time.
- There were around 40 BCKLW staff working at the QE Hospital away from their usual work, so it was important for all to be patient at this time when seeking services from the BCKLWN.
- The BCKLWN was also impressing on Government the need to extend the virtual meeting regulations for Councils and the concerns for if this was not actioned.

39/21 To Adjourn the meeting to allow for public comments

The meeting was adjourned and reconvened, there were no comments as the member of public left at this point.

40/21 To Confirm the Date of the Next Ordinary Meeting – Wednesday 3 March 2021 at 7 pm.

Closed at 9.30 pm.