

STOKE FERRY PARISH COUNCIL
Minutes of the Ordinary Meeting held on
Wednesday 6 October 2021 at 7.00pm held in Stoke Ferry Village Hall

Present:

Cllr Sue Lintern (Chair)

Cllr Andrew Hayward

Cllr Kit Hesketh-Harvey

Cllr Gail Reeve

Cllr Donna Stocking

Cllr Janet Taylor

Helen Richardson (Parish Clerk and Financial Responsible Person)

Public: 2

212/21 Openness and Transparency Notice

The Parish Council record the meeting. The Chair notified the public of this.

213/21 Apologies for Absence

All were in favour of accepting apologies for absence from Cllr Trudy Mann (due to health reasons), Cllr Mandy Leamon and Cllr Stuart Collins (due to work commitments).

214/21 To receive Declarations of Interest from Members on any item to be discussed.

Cllr Gail Reeve and Cllr Janet Taylor regarding payments.

202/21 To Adjourn the meeting to allow for public comments (in accordance with standing order 3(j) and 3 (k) item shall not exceed 15 minutes).

It was agreed to adjourn the meeting for each planning application or item in turn for public comments.

203/21 To Approve the Minutes of the Ordinary Meeting held on 1 September 2021 and the Extraordinary Meeting on 22 September 2021 to note matters arising (Clerks report)

RESOLVED: That the Minutes of the Ordinary Meeting held on 1 September 2021 be approved. (Cllr Gail Reeve proposed; Cllr Janet Taylor seconded; all were in favour.

RESOLVED: That the Minutes of the Extraordinary Meeting held on 22 September 2021 be approved. (Cllr Janet Taylor proposed; Cllr Kit Hesketh-Harvey seconded, six were in favour and one abstained).

Clerks Report (Matters Arising)

Common Land – The Clerk emailed the landowner on 25 August for an update on their work to get advice from a solicitor. Buckenham Drive had taken priority to date, but this will be progressed when possible.

Footpath Warden Updates: “Walked **Route5** today. There were no problems on the walk, and I wouldn't have expected anything untoward. **Route4** is next as soon as possible. **Route 4** today there are no issues to report. There is a section from the Wretton Fen pumping station (**BR10**) along the riverbank for 1/2 mile which is quite overgrown, to a depth of about a foot but it doesn't impede progress to any degree. This growth is always there in that spot, but it does die down in the Winter. Hardly anybody uses this particular walk. All 5 walks have now been completed for the Summer schedule we will retravel them again through the Winter months”.

Footpath 5 – The Clerk provided further instructions and fly tipping still to be removed though reported by BCKLWN that it had been done.

Furlong Road – Jason Noorse, Senior Highways Manager provided the following email response: “A driven inspection is undertaken at 6 monthly intervals if defects are seen the driver with stop to record and raise

repair orders on his field device that follow our intervention levels aligned to our transport asset management plan. Our view is that we are currently content that the fencing is serving the purpose of the Section 165 notice (i.e., to obviate the danger) and that there is no further deterioration to the fencing, there is no further work for NCC to do in this regard as the Notice has been satisfied. We will undertake regular visual checks outside of our current 6 monthly scheduled Inspections to confirm that the fence remains ok and fit for purpose and that the road has not deteriorated. We will of course update and advise the PC if the fence and road are discovered to be in decline with regards to condition. If this is about visual appearance, then that is outside of our control.”

The Clerk agreed to email a picture of a section of wall recently fallen to Jason, Andy Wallace and Cllr Martin Storey and write to the owners of the wall in the Hollow.

Buckenham Drive Garage Site – Email received from Freebridge as follows: “Thank you for your recent email about the condition of these garages, and may I apologise that it has taken me a while to respond to you as I have been away on leave. The garages are currently in the process of being sold, although we are still in the early stages. As such we do not propose to carry out any works at the present time, but I would expect that the new owner will want to smarten them up somewhat.”

Buckenham Drive Land Transfer – This was pending for response from BCKLWN

Trees and Bushes Overhanging Public Footpaths – The owners of the Old Railway Development who confirmed overhanging trees would be cut in the next two weeks. Highways confirmed review of trees on land they own outside the chip shop on Wretton Road.

Closure of Current Account Barclays – The Clerk will be asking the authorised signatories to write to Barclays to close the ‘Business Current Account’ and transfer the remaining £1,376.59 to the Barclays Business Savings Accounts as previously approved by the Council. This will remain together with the online bank account with Unity First Bank.

Anglian Water (Solar Farm) – The Clerk emailed the Regional Engagement Manager on 28 September in response to a communication about the installation of these panels on their land to ask if they could reconsider the location next to the river and bridleway, and since the Council was not consulted when planning had gone through. The Clerk circulated their response as a result who confirmed this was the only land they owned and were unable to site elsewhere to use the electricity that will be generated. The Clerk agreed to respond to ask whether hedgerow, wildflowers and wildlife, hedgehog holes in the area could be considered such as for the ‘Queens Canopy.’ The Clerk agreed to report a tree that had fell.

Planning Applications Received Between Meetings – no comments returned.

21/01667/F 1.5 storey side extension at Sandralan Lynn Road Stoke Ferry King's Lynn Norfolk PE33 9SW

Planning Application Decisions

21/01475/F Stoke Ferry Gladwin Lynn Road Stoke Ferry Norfolk PE33 9SW -Extension to dwelling Application Permitted 7 September 2021

Planning Applications – No Consultation Required

21/00183/TREECA Stoke Ferry G1 Leylandi Trees - Remove trees immediately behind the brick wall which borders the pathway at Bridge Road to repair the brick wall which is crumbling. We would then like to replant the hedging with Laurel or similar trees and continue the hedging around the corner of the property and along the edge of the start of the Bridle Path within a conservation area The Old Bull Bridge Road, Stoke Ferry, King's Lynn, Norfolk, PE33 9TB To Adjourn the meeting to allow for public comments (in accordance with standing order 3(j) and 3 (k) item shall not exceed 15 minutes).

204/21 Cllr Colin Sampson (BCKLWN) and Cllr Martin Storey, (NCC), if in attendance

Apologies for absence were received.

205/21 To Receive an Update from the Bluebell Campaign

An update on email was received as follows from the Chair of the campaign:

The renovation of the premises continues, supported by a large number of volunteers. Because of the availability of certain skilled trades, however, the pace has had to slow down a little to ensure that different elements of the renovation can happen in the right order. As a result, we are not yet sure when we will be able to set a date for reopening.

We will hear soon whether we have secured an infrastructure grant from Norfolk County Council that will help to pay for the repairs to the lower roof at the southern end of the building.

We are currently advertising for a manager (an individual or couple) and have begun to receive some strong applications. We will soon be able to announce a partnership with a brewery for the fit-out and maintenance of the cellar.

We held a food and drink event in the grounds of the pub that was a great success on 26th September. We are holding a kids Halloween costume party at the Village Hall on Saturday 30th October.

206/21 To Receive a Neighbourhood Planning Working Group Update

Cllr Andrew Hayward provided the following update:

- Holding meetings to finalise plan.
- Going through final map work.
- Spoken to Locality for health check on 12 October.
- Design codes have come in from AECOM, design codes enable the buildings in the village plan and areas around it to be planned for.
- Looking to book the village hall at the end of November on either the 20th or 27th depending on Locality's return, to hold a village consultation on the plan and design codes for comments and feedback.
- Referendum would be approximately January/February 2022

The Council wished to congratulate the working group for the work they have done to date on the Neighbourhood Plan over the last two years.

207/21 To Discuss and Approve Any Response to a Planning Application Consultation: 21/01753/F Removal of existing single storey lean-to, with construction of new two storey extension, and internal alterations to existing ground floor layout at rear of property at 12 Oxborough Road Stoke Ferry King's Lynn Norfolk PE33 9TA

RESOLVED: That the Council were in approval of the application. (Cllr Sue Lintern proposed, Cllr Gail Reeve seconded, five were in favour and one abstained).

208/21 To Discuss and Approve Any Projects for the Norfolk County Council Parish Partnership Fund 2022/23

The Clerk agreed to find out about printing of walking booklet was relevant for funding and add to the November agenda to approve signs to go on the village gates to complete a pair.

209/21 To Approve the Cost of a Christmas Tree and Arrangements for Santa Challenge

It was agreed to unveil the Santa challenge winner, turn the Christmas lights on, unveil the new village map, and receive the covid plaque on Sunday 5th December.

The tree would be placed in the corner of the All-Saints Church and the Clerk agreed to ask the Handyman to put the lights up.

RESOLVED: That cost of £50 be approved to purchase a Christmas Tree. (Cllr Andy Hayward proposed; Cllr Kit Hesketh-Harvey seconded, five were in favour and one abstained).

210/21 To Discuss and Approve Request from Whittington Parish Council to install a sign on the reverse of the sign at Bridge Road before the Village Gates to sign post Whittington.

It was agreed to advise that the older Stoke Ferry signs near the village gates were programmed to be removed by Highways, but the reverse of the gates may work but the PC would wish to see designs in draft to ensure that it is in-keeping with existing style and visually compatible. [subsequently the Clerk contacted them to advise that as the gates are slanted this would mean signs would not be visible].

211/21 To Discuss and Approve Any Related Actions or Costs/Budget for the Arrangement of the Queens Jubilee Celebrations June 2022

On Thursday 2nd to Sunday 5th June 2022 would be the Queen's Jubilee Celebration. Various groups in the village had met to discuss the arrangements. There would be a village treasure hunt to link all events. There would be a community event with a band; food stalls; games, DJ; fun fair and stalls on the Saturday. There would be a street party event on the Sunday.

RESOLVED: That the £1500 unspent from 2021/22 community event budget and new budget of £1500 in 2022/23 be combined for the Queens Jubilee Event in June 2021 and that any activities that need to be booked in advance can be done so be approved. Further to this approval includes payment of any deposits before and during all activities in relation to the event duration. (Cllr Kit Hesketh-Harvey proposed, Cllr Donna Stocking seconded, all were in favour).

RESOLVED: That the beacon would be lit on Thursday 2nd June at 9 pm on a piece of triangle land near the Bluebell. (Cllr Sue Lintern proposed, Cllr Donna Stocking seconded, all were in favour).

The Clerk agreed to add to the November agenda approval of any costs and arrangements for the installation of the beacon.

212/21 To Discuss the First Draft Budget and Precept 2022/23

The Council reviewed the draft budget and precept information provided for 2022/23 and agreed to amend between now and December before it is finally approved in January.

The Clerk agreed add costs for Parish Partnership Funding 2022/23 for further village signs and cemetery maintenance work increase to £2k.

213/21 To Approve Additional Hours for Clerk to Scan Parish Council Files Prior to Depositing in the Norfolk Archives

RESOLVED: That the Clerk is approved to do an additional 10 hours of work at their usual hourly rate to scan in documents for archiving at the Norfolk Record Office. (Cllr Sue Lintern proposed, Cllr Janet Taylor seconded, all were in favour).

214/21 To Approve Parish Council PO Box

RESOLVED: That £120 be approved as a shared cost to purchase a PO Box arrangement for the Parish Council's post. (Cllr Sue Lintern, Cllr Andy Hayward seconded, all were in favour).

215/21 To Approve Register of Decisions Made of Email

a) Approval of Clerks Training to the total of £40 plus VAT.

RESOLVED: That the register of decision a) Approval of Clerks Training to the total of £40 plus VAT. (Cllr Sue Lintern proposed, Cllr Donna Stocking seconded all were in favour).

216/21 To Approve Payments to date September 2021 and To Note Quarter 2 Bank Reconciliation

Bank Reconciliation at 25/09/2021			
	Cash in Hand 01/04/2021		40,485.46
	ADD Receipts 01/04/2021 - 25/09/2021		23,653.82
			64,139.28
	SUBTRACT Payments 01/04/2021 - 25/09/2021		13,778.89
A	Cash in Hand 25/09/2021 (per Cash Book)		50,360.39
	Cash in hand per Bank Statements		
	Petty Cash 25/09/2021	0.00	
	Unity Trust Bank 24/09/2021	18,407.14	
	Barclays Community Account 03/09/2021	1,376.59	
	Barclays Business Account 14/09/2021	30,576.66	
			50,360.39
	Less unrepresented payments		
			50,360.39
	Plus unrepresented receipts		
B	Adjusted Bank Balance		50,360.39
	A = B Checks out OK		

06-Oct-21	Payments for Approval			
Payee	Payment for	Net	VAT	Total
Clerk	Clerks Wages and Expenses -Sept 21	323.68	0.00	323.68
HMRC	Sep-21	74.20	0.00	74.20
SLCC	Clerk Annual Members	55.33	0.00	55.33
Handyman and Bins	Sep-21	16.00	0.00	16.00
Grounds Maintenance	Sep-21	120.00	0.00	120.00
Bonnetts	Extra-large bin liner x6	3.90	0.78	4.68
PKF Littlejohn	Audit 2020/21	200.00	40.00	240.00
Hodson Office Supplies	Ink, Dividers and Envelopes	18.07	3.62	21.69
Eon	Aug-21	80.60	4.03	84.63
Stoke Ferry Village Hall	Hire of Hall 06.10.21	35.00	0.00	35.00

Total **921.78** **48.43** **970.21**

Note: Wave - Anglian Water CR £1.65

RESOLVED: That payments be approved as presented. (Cllr Andy Hayward proposed; Cllr Sue Lintern seconded, three were in favour and two abstained).

217/21 Urgent Matters – Chairman

A resident contacted the Council regarding concerns about parking on Lynn Road, but it was acknowledged there was nothing that it was able to do though it was not ideal, and people should park as well as they were able to in the village.

218/21 To Receive Urgent items of concern & matters to be included on the next agenda from the Parish Council and note forward items

The Clerk agreed to contact the landowners of Indigo Road to ask that vegetation is cut back beyond the Heras fencing.

The Clerk agreed to contact Richard Fisher regarding the tree on private land off Furlong Road.

219/21 To Confirm the Date of the Next Ordinary Meeting – Wednesday 10 November 2021 at 7 pm in the Stoke Ferry Village Hall. (Note second Wednesday in month)

It was noted that the next meeting was to be held on the second Wednesday in November on 10 November at 7 pm in the Stoke Ferry Village Hall.