

STOKE FERRY PARISH COUNCIL
Draft (until approved at the next Full Council meeting)
Minutes of the Ordinary Meeting held on
Wednesday 24 November 2021 at 7.00pm held in Stoke Ferry Village Hall

Present:

Cllr Sue Lintern (Chair)
Cllr Trudy Mann (Vice Chair)
Cllr Gail Reeve
Cllr Donna Stocking
Cllr Janet Taylor
Helen Richardson (Parish Clerk and Financial Responsible Person)

Also in Attendance:

Cllr Martin Storey, Norfolk County Council Councillor

Public: 4

220/21 Openness and Transparency Notice

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

221/21 Apologies for Absence

All were in favour of accepting apologies for absence from Cllr Andrew Hayward (due to illness) and Cllr Mandy Leamon (due to illness). Cllr Colin Sampson, BCKLWN Borough Councillor had given apologies.

222/21 To receive Declarations of Interest from Members on any item to be discussed.

Cllr Gail Reeve and Cllr Janet Taylor declared interests regarding payments for approval item 238/21. Cllr Janet Taylor also declared an interest regarding approve installation of beacon at item 233/21.

223/21 To Approve the Minutes of the Ordinary Meeting held on 6 October 2021 and to note matters arising (Clerks report)

RESOLVED: That the Minutes of the Ordinary Meeting held on 6 October 2021 be approved. (Cllr Janet Taylor proposed; Cllr Donna Stocking seconded; all were in favour.

Clerks Report (Matters Arising)

Village Map Artwork - The artist of Damsel Dragonfly Art emailed the Council in October 2021 to advise that they would be passing the copyright of the art to the Parish Council, so they would not be claiming any funds as the artist, for any money raised through sales of copies of the artwork however it would be on the stipulation that any profits made would be gifted to the Stoke Ferry Playing Field Trust to continue to make it a vibrant place to use. The Clerk would be adding the artwork to the assets register.

Common Land – The Clerk awaits an update from the landowner.

Indigo Road Adoption – Update was received from Orbit Housing on 11 October to confirm that Anglian Water were now satisfied to proceed down the S102 adoption route. Pressure jetting of the system will be required, which was identified from the CCTV.

Footpath 5 – The fly tipping had now been removed.

Furlong Road – The Clerk emailed the Senior Highways Manager Jason Moorse a picture of a section of wall that had recently crumbled and asked what Highways were doing to ensure the wall was maintained. The Clerk wrote to all nine properties in The Hollow early November to advise if they were owners of any part of the wall to ensure that they inspect and maintain as required.

Cemetery Junction - Highways confirmed on 19 October that the cutting back of the cemetery hedge at the junction and the trees at the bypass flailed back this year.

Whittington Village Gates – The Clerk emailed their Clerk to advise that a sign could be placed on the reverse of the ones on the gates, but only if size and style in keeping, A request of the design to approve has been made. However subsequently it was noted that they were slanted and therefore it couldn't be seen, and they noted this. No further action required unless they come back further.

Village Gates Planting – The Highways Manager emailed to confirmed permission to plant on 19 October 2021.

Extension of Yellow Lines outside School – The Highways technician confirmed they were still reviewing this request on 19 October; the Clerk will keep on her list, but it may be a while until Highways would be able to give a final answer.

Buckenham Drive Land Transfer – The Clerk emailed the Borough Council's property manager the resolution and minute from the Stoke Ferry Parish Council on 15 September which they acknowledged on 30 September and advised that they were checking on the requests and will come back to the Parish Council shortly. The Clerk also queried the remaining footpath between two bungalows that were presumably sold prior to the housing stock transfer for the Borough Council to consider. The Clerk emailed them on 17 November for an update.

Lynn Road and Wretton Road Footpaths – Two areas of footpaths identified with damaged surface was reported to Highways who advised that there was some surface overlay loss though it does not meet intervention levels, but they have put forward for an overlay slurry scheme to smooth it out.

Overgrown Trees and Hedges (Railway Site) – Confirmed by developer on 26 October they had been cut back that week.

Overgrown Verge at Indigo Road – Highways confirmed area cut back where Heras's fencing is and will investigate possible encroachment.

Furlong Road 30 mph signs near Cemetery – NCC confirmed that trees overhanging these signs are due to be trimmed back.

Planning Decisions

21/01667/F Stoke Ferry Sandralan Lynn Road Stoke Ferry King's Lynn Norfolk PE33 9SW - 1.5 storey side extension Application Permitted 14 October 2021 Delegated Decision

21/01892/AG Land Opposite Flint Farm Oxborough Road Stoke Ferry Norfolk - Agricultural Prior Notification: Prior Approval: An excavation to form a pond to improve drainage by allowing the reprofiling of the adjacent lows in the field which have stood wet all winter. AG Prior Notification - NOT REQD 3 November 2021 Delegated Decision

21/01720/F Stoke Ferry Flint Farm Oxborough Road Stoke Ferry King's Lynn Norfolk PE33 9QH - Three holiday lets, visitor reception/store, access and car parking Application Permitted 8 November 2021. Committee Decision

Planning Application Received for Consultation Between Meetings

21/01415/F Change of use to create 4 new dwellings and new 4 bay garage block at Dukes Head 1 Wretton Road Stoke Ferry Norfolk. No comments returned.

21/01683/RM Reserved Matters: Three-bedroom bungalow at Land Off Little Lane, Stoke Ferry. No Comments returned.

224/21 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).

The meeting was adjourned to allow for public comments and reconvened after.

Following comments from the public during the adjourned part of the meeting it was noted that a recent planning application at Furlong Drove had not been 'called in' by Borough Councillor Colin Sampson as the Stoke Ferry Parish Council had requested. Cllr Martin Storey advised that amendments to this process would be supported by him and agreed to take forward the concerns of Stoke Ferry in the treatment that had been received over the past few years and support a change in procedure around calling planning applications in.

225/21 Cllr Colin Sampson (BCKLWN) and Cllr Martin Storey, (NCC), if in attendance

Cllr Martin Storey shared the following:

- A Road Safety Community Fund was available for highway safety and improvements, fully funded.
- The County Councillors had been given £1500 to spend on trees and hedges through grant funding.
- County Council meetings were taking place at County Hall in Norwich as well as smaller meetings.
- Most information on up-to-date issues can be found on the County Council website.

226/21 To Receive an Update from the Bluebell Campaign

An update on email was received as follows from the Chair of the campaign. The Blue Bell is a finalist for the rural volunteering award that will be announced by the Plunkett Foundation at a ceremony in London on Thursday. As we've said before, the Blue Bell is already doing its job of bringing people together. The Parish Council noted this was excellent news and wished them well for this event. Renovation of the building continues, delivered overwhelmingly by volunteers. The garden, too, is being transformed. Materials costs and the availability of tradespeople remain a challenge. The pub is on track though for a March opening. The recruitment of a manager is underway, and we will keep you updated on progress. The monthly 200 Club prize draw is growing and is on course to become a regular source of support to the Blue Bell. The Blue Bell will present a pop-up restaurant in the Village Hall on 4th December. Places sold out within 12 hours of being advertised to shareholders. The proceeds will support the purchase of crockery and cutlery for the pub. More such events, including pop-up pub nights, are in planning for the New Year.

227/21 To Receive a Neighbourhood Planning Working Group Update

The Plan was having a 'health check' with Locality but there was no completion date currently.

228/21 To Approve Norfolk County Council Parish Partnership Fund 2022/23 to Purchase Three more Village Gate Signs

RESOLVED: That the NCC PPF 2022/23 application to purchase three more village gate signs be approved as presented. (Cllr Janet Taylor proposed; Cllr Gail Reeve seconded; all were in favour).

229/21 To Approve Handyman Contract

It was agreed to meet the four applicants prior to the January meeting under a closed session.

230/21 To Approve Grounds Maintenance Contract

As within a report provided to the Council it was agreed to meet with contractors A, B and D at 5.30 pm prior to the January meeting under a closed session.

231/21 To Approve Litter Bin Contract

RESOLVED: That Mr Sparkle be approved for bin emptying from 1st April 2022 until 31 March 2023 for one year. (Cllr Sue Lintern proposed; Cllr Trudy Mann seconded; all were in favour).

232/21 To Approve Hire of Equipment for the Queen's Jubilee June 2022

RESOLVED: That it be approved that a contractor providing various hire of managed equipment at a cost of £1500 which includes a £100 deposit (required for payment in advance) and a DJ including inflatables at a cost of £1060 be booked for the Queen's Jubilee June 2022. (Cllr Sue Lintern proposed; Cllr Janet Taylor seconded; all were in favour).

233/21 To Approve Cost in Relation to Installation of the Jubilee Beacon

RESOLVED: That a cost of £300 plus VAT be approved to set up the Jubilee Beacon in June 2022 for the Queen's Jubilee with a provision of a steel tube on a triangular piece of land close to the Bluebell, and that

the site to be reviewed in February by the contractor installing it. (Cllr Sue Lintern proposed; Cllr Gail Reeve seconded, three were in favour and two abstained due to a declaration).

234/21 To Approve Any Refreshments or Other Costs Required for the Village Event on 5th December 2021

RESOLVED: That budget a of £50 be agreed to purchase refreshments for the Village Event on 5th December to be provided free of charge to attendees. (Cllr Gail Reeve proposed; Cllr Trudy Mann seconded; all were in favour).

235/21 To Approve Any Action or Costs in Relation to a Covid Memorial

A memorial plaque was being provided to the community by the The Lady Dannatt MBE, HM Lord-Lieutenant of Norfolk to be placed in the gardens area.

236/21 To Approve an Asset Valuation Policy and Approve Its Use in Retrospect for 2020/21 Accounts

RESOLVED: That the Asset Valuation Policy and use in retrospect for 2020/21 accounts be approved. (Cllr Sue Lintern proposed; Cllr Trudy Mann seconded; all were in favour).

237/21 To Approve Hours for Clerk to Continue Scanning and Archiving Project and Travel Expenses to Norwich Record Office When Required

RESOLVED: That 10 hours for the Clerk to continue scanning and archiving project and travel expenses to drop at the Norwich Record Office When Required. (Cllr Sue Lintern proposed; Cllr Trudy Mann seconded; all were in favour).

238/21 To Approve Payments to date

Payee	Payment for	Net	VAT	Total
Clerk	Clerks Wages and Expenses -Oct (inc 6 hrs 45 mins digital scanning/archiving project)	384.03	0.00	384.03
HMRC	October	90.00	0.00	90.00
Grounds Maintenance and HM	Oct: Playing field cut 1x; cemetery cut 1x; emptied 4x bins oct; spray path at cemetery and playing field and car park	170.00	0.00	170.00
Bonnetts	Large bin bags	4.82	0.00	4.82
Westcotec Ltd	Streetlighting maintenance - Aug - Oct	46.32	9.27	55.59
The Fun Firm	Queens Jubilee Event 2021 (deposit)	100.00	0.00	100.00
RBL Poppy Appeal	Crosses and Wreath	27.50	0.00	27.50
Thetford Photography	Village Map Work	165.00	0.00	165.00
EON (Direct Debit)	Electricity for Streetlights - September	89.65	4.48	94.13
EON (Direct Debit)	Electricity for Streetlights - October	92.64	4.63	97.27
Stoke Ferry Village Hall	Hall Hire - Nov 2021	30.00	0.00	30.00
Total		1199.96	18.38	1218.34

RESOLVED: That payments be approved as presented. (Cllr Sue Lintern proposed; Cllr Trudy Mann seconded, three were in favour and two abstained due to declarations).

239/21 Urgent Matters – Chairman

- Thanks to Cllr Trudy Mann and Cllr Janet Taylor for arranging the Remembrance Sunday service, comments had been received that this had been the best service to date. Thank you to Kit Hesketh-Harvey for the beautiful singing at the Remembrance Sunday service. Thanks to Bonnets for placing the Tommy statues at the war memorial for the remembrance service.
- Thank you to (footpath wardens) who had completed walk number 1 They had walked BR8 and RB7 (walk number 1).
- Best wishes and thanks to Kit Hesketh-Harvey for his time on the Stoke Ferry Parish Council and best wishes to him for the future.

240/21 To Receive Urgent items of concern & matters to be included on the next agenda from the Parish Council and note forward items

- That a visit will be needed in the new year to mark out an entrance to the cemetery extension land.
- The Clerk agreed to report to Highways issues with the footpaths all the way along the Lynn Road from the gardens area, outside village hall up to Bradfield Place.

241/21 To Confirm the Date of the Next Ordinary Meeting – Wednesday 12 January 2022 at 7 pm in the Stoke Ferry Village Hall.

RESOLVED: That the December meeting be cancelled, and the next meeting be held on Wednesday 12 January 2022 at 5.30 pm in the Stoke Ferry Village Hall be approved. (Cllr Sue Lintern, seconded Cllr Janet Taylor, all were in favour)

242/21 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 and Approve Any Action in Relation to HR Related Issues and Land Issues.

RESOLVED: That the HR Related Issue be resolved in relation to the Clerks Appraisal.

RESOLVED: That costs be approved in relation to cemetery land registration up to a cost of £400 plus VAT. (Proposed Cllr Sue Lintern, seconded Cllr Trudy Mann, all were in favour).

Closed 9.50 pm