

STOKE FERRY PARISH COUNCIL
Minutes of the Ordinary Meeting held on
Wednesday 2 March 2022 at 7.00pm held in Stoke Ferry Village Hall

Present:

Cllr Sue Lintern (Chair)
Cllr Trudy Mann (Vice Chair)
Cllr Stuart Collins
Cllr Andrew Hayward
Cllr Lyn Juniper-Solley
Cllr Mandy Leamon
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
Cllr Colin Sampson, Borough Councillor

Public:2

Our Parish Council begins tonight's meeting with a message for those affected by the crisis in Ukraine. If any residents in Stoke Ferry have relatives or friends caught up in the fighting and would like support, please get in touch with the PC. We will do what we can to assist or direct you to the appropriate department at the Borough Council. Our thoughts are with all those who have lost loved ones and for those who are fighting in this terrible conflict.

40/22 Openness and Transparency Notice

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

41/22 Apologies for Absence

There were none. The Parish Council congratulated Cllr Lyn Juniper Solley on her election win.

42/22 To receive Declarations of Interest from Members on any item to be discussed.

There were none.

43/22 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).

44/22 Cllr Colin Sampson (BCKLWN) and Cllr Martin Storey, (NCC), if in attendance

Cllr Colin Sampson

- The BCKLWN have issued a press release about a survey regarding sports facilities in the local area as they were trying to find out what was available in West Norfolk, funding opportunities will follow.

Cllr Martin Storey

- Thoughts and prayers at this time were with Ukraine, if you have any residents that require assistance contact Norfolk County Council or BCKLWN
- Regarding the budget by Norfolk County Council and the Council tax increase, further information is available on the NCC website.
- NCC agreed to fund £160k to Norfolk ALC to employ two members of staff to improve the link between Town and Parish Councils.
- Lots of grants were available for the Jubilee celebrations, as well as some covid grants. Cllr Storey had a meeting with NCC Highways Manager, and he has decided to put £3.5k of his allocated Highways fund towards wigwags (lights) near the Stoke Ferry primary school as there have been problems outside the school. It is believed this will be the best way to stop parked cars and speeding. It was agreed to add to a future agenda traffic control outside the Mill.

45/22 To Approve the Minutes of the Ordinary Meeting held on 2 February 2022 and to note matters arising (Clerks report)

RESOLVED: That the minutes of the Ordinary meeting held on 2 February 2022 be approved. (Cllr Janet Taylor proposed; Cllr Donna Stocking seconded; six were in favour and three abstained as they were not present).

Clerks Report:

Footpath warden update - FP17 A well-used tarmacked path, and runs from Lynn Road to Buckingham Drive, and has our steel finger post markers in place at both ends. **FP3** A well-used path by dog walkers; links Boughton Road to the Furlong Road, with our steel finger post markers in place at both ends. **BR18** A not so well used 50 metre tracks running from the end of Boughton Road to the bypass. The post is missing at the top end, so there is no marker. **FP6** At end of Gt. Man's Way. Well-marked with no problems. **FP2** Steel finger post markers are in place where appropriate.

Highways Issues – Highways advised that: “They have programmed to cut back the hedge and strim the verge from the old station to the bus stop. They have programmed to patch the large dip by the old station.”

Street name Plate Boughton Road– Reported to BCKLWN on 26 January 2022 for repair.

Contract Spreadsheet – Reviewed and emailed to Councillors on 15.02.22. Reviewed every six months, any subsequent reviews in the year are diarised on the work programme.

Digitising Project – The Clerk deposited items at the Norfolk Record Office mid-February 2022.

Planning Applications Received for Consultation Between Meetings 21/02122/F Stoke Ferry Erection of a single-storey side extension Kersey House 4B Furlong Road Stoke Ferry PE33 9SU. No comments returned on 22.02.22.

Planning Application Decisions of the BCKLWN 21/00149/TPO Stoke Ferry Homeleigh Wood High Street Stoke Ferry King's Lynn Norfolk PE33 9SF - (2/TPO/00208) Take out dead branches as there are a lot coming off in the high winds. Make the trees safe and taking off the thin tops. Pollarding Sycamores -Trees are Sycamore – Horse Chestnut - Lime - Yew - Lebanese Cedar. No trees are to be felled. TPO Work Approved 16 February 2022 Delegated Decision

The planning application at Thistledown, Lynn Road had been refused by the BCKLWN.

Tree Waste – The Clerk had asked Highways to collect the waste near the chip shop and would update with them as it was still there.

46/22 To Receive an Update from the Blue Bell Campaign

The following had been achieved by the Blue Bell Pub:

- Renovations continue to progress well, and we are working with building control to get sign-off.
- Although we have not yet been able to identify a manager, we believe we are about to appoint a chef. We hope to make an announcement on that soon.
- The events held at the Village Hall by the Blue Bell team, a quiz night, and an open mic night, were hugely well-attended and give an indication of how popular the cafe-pub will be when in opens. They also raised valuable funds for the project. A further quiz night is planned for 19th March. We also held a Sunday open day at the pub so that everyone could see the progress of the renovation. Around 100 people come to have a look round and a drink over the course of three hours.
- On Sunday, 6th March, we have a volunteer registration event at the Village Hall from 11am until noon. This is for people interested in helping to run the Blue Bell in the early days. Please encourage friends and neighbours to attend.

47/22 To Receive a Neighbourhood Planning Working Group Update

An update would be provided on the next agenda item.

48/22 To Approve the Stoke Ferry Neighbourhood Plan

Subject to the approval of the Parish Council the Neighbourhood Plan will be shared at a 6-week public consultation event in the Village Hall on the Thursday 17th March 1 – 8 pm, also available online. There will be displays visually in the hall as well as a copy available at the Chairs' house and in the corner shop. Flyers and advertising would be placed around the village and door dropped at each home. It is important that all residents review and make comments on the Neighbourhood Plan because after the public consultation period it will be reviewed by BCKLWN, and then it will go forward for a village referendum. Any comments shared gives the working group an opportunity to consider a change prior to the referendum. It was important that if anyone had questions to attend the village hall event on the 17th of March as the best opportunity to receive answers. The Neighbourhood Plan is a planning tool for the planning department, when considering planning applications, they can base their decisions on the approved plan. Also, any CIL (Community Infrastructure Levy) funding applicable to go to the Parish Council increased when a Neighbourhood Plan was in place from 15% to 25%. The Neighbourhood Plan had been formulated based on all previous consultations that have been held over the past two years.

RESOLVED: That the Draft Stoke Ferry Neighbourhood Plan be approved to go forward for public consultation. (Cllr Stuart Collins proposed; Cllr Janet Taylor seconded; all were in favour).

49/22 To Approve a Stoke Ferry Neighbourhood Plan Consultation Event and Costs

Apart from associated costs being hire of hall, printing and refreshments which was a nominal amount, display boards for the public consultation event were needed. There was £850 from the funding received in 2021/22 left to spend before 31 March 2022 and so far none of the allocated funds from the Parish Council have been used. After research online new boards would be around £1250, and there was an opportunity to purchase second hand boards at a 40% less of this amount, at £70 per Board totalling £700 and they were in good condition. The Village Hall were happy to store them and could be used at other events in the village going forward. If the funding were not spent, it would have to be returned.

RESOLVED: That the event costs on 17th March be approved being hire of hall, printing, refreshments including the purchase of up to ten display Boards costing £70 per board. (Cllr Donna Stocking proposed, Cllr Lyn Juniper-Solley, all were in favour).

50/22 To Approve the Grounds Maintenance Contract

The contract had been reviewed and amended as requested by the Parish Council. The Clerk agreed to obtain a schedule and login for the interface available and circulate to the Council.

RESOLVED: That the Grounds Maintenance Contract be approved. (Cllr Sue Lintern proposed, Cllr Andrew Hayward seconded, all were in favour).

51/22 To Approve a Grant Scheme for 2022/23 for Stoke Ferry Community Groups (Village Hall, Bluebell Pub and Stoke Ferry Playing Field Trust)

There is a new community venture being considered. This is to run a market cart at the Bluebell Pub for residents to sell excess produce grown such as flowers, eggs, fruit, and vegetables, but not processed food to start with. This was one of many potential community ventures that the Parish Council could support as a start-up fund, and the Chair proposed that the Parish Council offer a Community Grant for Community Groups who may have ideas that require start-up funding to help launch something that benefits the whole community. The fund was proposed to be up to £1k per community venture idea (one per community group in 2022/23) available to existing community groups being the Village Hall, Bluebell Pub and the Playing Field Trust, the fund would not be applicable to refurbishment or running costs. Cllr Colin Sampson shared that he would put £200 towards the community venture fund and the Chair thanked him for the pledge and an arrangement would be made to obtain the funds. Applications and ideas received would be included in the following meeting agenda for consideration during 2022/23.

RESOLVED: That a Community Venture Start Up Grant Scheme for 2022/23 be available to existing Stoke Ferry Community Groups (Village Hall, Bluebell Pub and Playing Field) up to a maximum of £1k per community group in 2022/23. (Cllr Andrew Hayward proposed, Cllr Janet Taylor seconded, all were in favour).

52/22 To Approve Maintenance Work in Cemetery and Gate Refurbishment

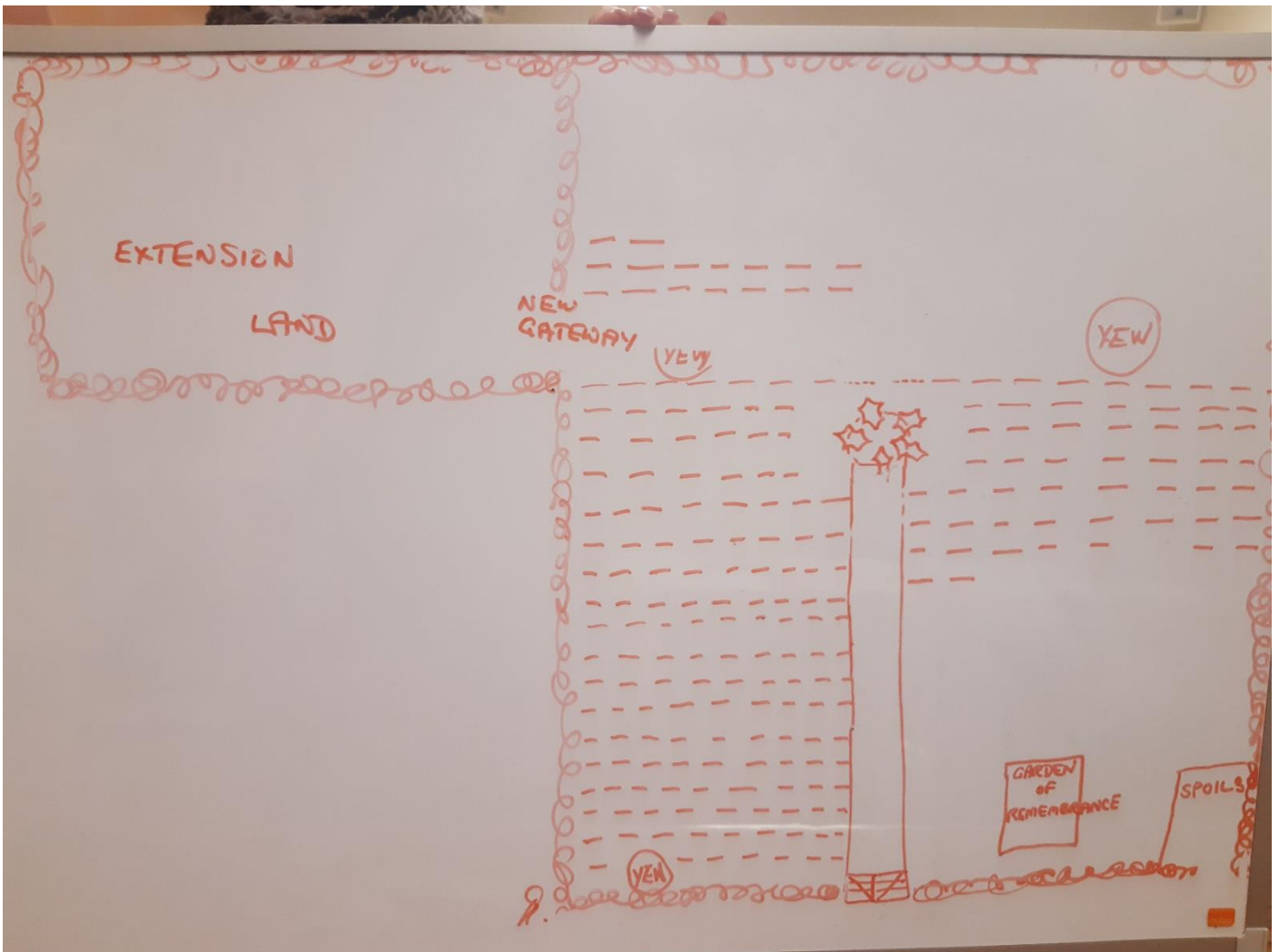
The following maintenance work was identified for within the cemetery:

- The hedgerow on the left side of the cemetery required a tidy and clearance.
- New edging to the pathway and gravel was needed.
- An extra fencing panel was required to hide the spoil.
- Removal of ivy on the yew tree.
- A yew tree needed to be trimmed and kept back from the access way into the new cemetery area.
- Holly Bush trimmed for access.
- The entrance gates needed painting.

The Clerk agreed to check the maintenance work with the Village Caretaker to be actioned in the autumn.

53/22 To Approve Access Pathway Route and Location of Gateway Markers to Leased Land in Cemetery

The following map was shared to show the proposed location for a gateway into the additional cemetery land and a route to it:



RESOLVED: That the Access Pathway Route and Location of Gateway to additional cemetery land be approved as shown on the plan in these minutes, and it be approved those posts will be installed by the Village Caretaker to mark where a gate would be installed in future when required. (Cllr Sue Lintern proposed, Cllr Mandy Leamon seconded, all were in favour).

54/22 To Approve Letter to Elizabeth Truss MP regarding Civility in Public Life

A letter template had been circulated by National ALC for Parish Council's to consider for approval in supporting the project called Civility and Respect in Public Life to improve regulations and standards of those who work in public service.

RESOLVED: That the presented Letter to Elizabeth Truss MP regarding Civility in Public Life be approved. (Cllr Sue Lintern proposed, Cllr Andrew Hayward seconded, all were in favour).

55/22 To Approve the following statement to be made to the Secretary of State regarding Hybrid Council meetings: *This Council supports the petition launched by ADSO and LLG on 5 January with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.*

RESOLVED: *That the following statement to be made to the Secretary of State regarding Hybrid Council meetings be approved to be sent to the appropriate minister 'This Council supports the petition launched by ADSO and LLG on 5 January with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.* (Cllr Sue Lintern proposed, Cllr Trudy Mann seconded, all were in favour).

56/22 To Approve the Annual Review of the Risk Management Scheme up to 31 March 2023

RESOLVED: That the Annual Review of the Risk Management Scheme up to 31 March 2023 be approved. (Cllr Sue Lintern proposed, Cllr Trudy Mann seconded, all were in favour).

57/22 To Adopt a Business Continuity Policy Statement

RESOLVED: That Business Continuity Policy Statement as presented be approved for adoption. (Cllr Sue Lintern proposed; Cllr Stuart Collins seconded; all were in favour).

58/22 To Receive Urgent items of concern & matters to be included on the next agenda from the Parish Council and note forward items

A grant for the Jubilee had been submitted for the Village Jubilee programme of events. Residents would be asked to contribute bunting made in red, white, and blue to the display around the village. There would be a Jubilee Fayre and Olympics.

The Chair and Cllr Stuart Collins attended a Mill Liaison Meeting at 2Agriculture in February and they confirmed that the mill was not going to move out of the village next year contrary to information circulated around the time of the election and instead this would be at least three years' time. The site of the Mill's new location was finally confirmed following a judiciary review. The mill is hoping to appoint contractors this autumn, then after that process it would take around 18 months to build a new mill and then when that was finished there would be a further period of time for transition. The mill is working on a noise improvement plan. They are also resurfacing the entrance and placing light shields at Furlong Road. However, the lorry wash area needed maximum lighting for health and safety reasons. The Borough Council were looking to withdraw the air monitoring station as there had not been any emission spikes. The mill has fixed the wall next to the public footpath to Buckenham Drive. The mill has a photo archive which they are going to share with the history group in the village.

The Clerk agreed to report a 40mph sign knocked over by a tree on the Wretton Road.

The Clerk advised that the signs on the other side of the gates would be confirmed as a Parish Partnership Fund and in place by early summer

The Limehouse Common transfer was with the landowner to proceed, the Clerk agreed to ask the land owner if the Parish Council could plant some trees to mark the Queens Jubilee.

59/22 To Confirm the Date of the Next Ordinary Meeting – Wednesday 6 April 2022 at 7 pm in the Stoke Ferry Village Hall.

Noted.

Closed 9.00 pm