

STOKE FERRY PARISH COUNCIL
Minutes of the Ordinary Meeting held on
Wednesday 6 July 2022 at 7.05 pm held in Stoke Ferry Village Hall

Present:

Cllr Trudy Mann (Vice Chair)
Cllr Stuart Collins (Minute number 119/22 - 133/22)
Cllr Andrew Hayward
Cllr Lyn Juniper-Solley
Cllr Donna Stocking
Cllr Janet Taylor
Helen Richardson (Parish Clerk and Financial Responsible Person)

Also in Attendance:

Cllr Colin Sampson, Borough Councillor

Public:2

119/22 Openness and Transparency Notice

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

120/22 Apologies for Absence

Apologies were received and accepted for Cllr Sue Lintern (Chair); Cllr Mandy Leamon; Cllr Gail Reeve (personal reasons).

121/22 To receive Declarations of Interest from Members on any item to be discussed.

Cllr Janet Taylor and Cllr Donna Stocking declared an interest regarding payments.

122/22 To approve the Minutes of the Annual Meeting on 4 May 2022 and Matters Arising Report

RESOLVED: That the minutes of the Annual meeting on 4 May 2022 be approved. (Proposed Cllr Andrew Hayward, Seconded Cllr Janet Taylor, five were in favour and one abstained as they were not present.)

Village Car Park – An email from the Borough Council had been received today which advised that they would conduct a visual inspection of the site. The Clerk agreed to confirm when this would be done and how detailed the inspection was likely to be. The Clerk agreed to ask the Borough Council to inform the developer that children in the village have been accessing the site from Indigo Road end of site and they need to secure the site urgently.

Cemetery – The Cemetery looked great from work the Village Caretaker had undertaken. Cllr Donna Stocking agreed to check the grass cutting. The Clerk agreed to recirculate to the Council the details of the portal for the contractor. The Clerk agreed to email the Playing Field Trust to let the Council know should the grass not require cutting due to the dry weather.

Freebridge Garages – The Clerk agreed to chase up a response. The Council wished to convey that the safety of the public was paramount and that some of the garage doors were open where children were able to access. The Clerk agreed to discuss with the Planning Enforcement Officer anything that could be done as it was believed they were in a conservation area.

Footpath Warden Report - I walked **Route 3** yesterday and must report that the path across the field from Oxborough Road to the Piggery has been ploughed and harrowed with no path in evidence. There are no signs that this section has been walked by anyone recently. When I travelled it, the ground was dry and easy to walk on, but I fear that after rain it will prove difficult to traverse. I believe this field is now owned by Barton Bendish Farms. The path from the bottom of Furlong Drove to the Oxburgh Road is quite well marked as the farmer has run a vehicle across it, so defining two parallel tracks.

A visit was made to Barton Bendish Farms and the farm manager shared that he was going to attend to the track (FP1) across the field on Route 3. He advised that he knows that it is a legal requirement and assures the footpath warden that he will spray a swathe across the field in a couple of weeks; after the sugar beet has become established.

Litter Pickers – Eight were purchased at the end of May and delivered to Bonnetts who would hold them for volunteer groups.

AGAR 2021/22 – Was submitted to the External Auditor on email on 24 May.

Village Gate Signs (Parish Partnership Fund) – These were delivered and installed. A £90 50% refund is pending.

Bridge Road Street Sign – The Clerk reported damaged sign to BCKLWN for repair.

Railway Development – The Clerk emailed the site manager to ask them to consider extending their screening.

Wretton Road – Streetlight light reported to UK Power networks overgrown with ivy up to cables on 7th June.

Cemetery Skip – Was in place for the caretaker to use and removed.

Gardens Area, Lynn Road – Uneven slabs were reported mid-June for Highways to repair.

Cemetery Extension Land Rent – Was paid for 1st June 2022 – 31 May 2023 rent year.

Website Update – SO, FR, Assets Register, AGAR, and accounts

Village Map Parish Partnership Fund 2021/22 Project – To confirm that £854.09 (50% funding) from NCC was received for this project which covered the artwork, printing, surround and walking guides.

Mr Pizza – The BCKLWN inspected the site and report circulated to Council, there was no action identified.

Fly tipping – Reported to BCKLWN regarding Fairfield Road.

Planning Applications (Decisions)

21/02122/F Stoke Ferry Kersey House 4B Furlong Road Stoke Ferry King's Lynn Norfolk PE33 9SU - Erection of a single-storey side Extension Application Permitted 3 May 2022 Delegated Decision.

21/00194/NMA_1 Stoke Ferry 10 Oxborough Road Stoke Ferry King's Lynn Norfolk PE33 9TA - NON-MATERIAL AMENDMENT to Planning Permission 21/00194/F: Demolition of rear porch, erection of single-storey rear extension and first-floor side extension. Application Permitted 26 May 2022 Delegated Decision. No consultation was required.

Planning Applications (consultation between meetings)

22/00441/F Variation of Conditions 2 and 4 attached to Planning Consent 20/01218/F to amend design in accordance with Building Regulations at Holly Cottage Oxborough Road Stoke Ferry Norfolk PE33 9SY. No comments returned on 31.05.22

123/22 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).

124/22 Cllr Colin Sampson (BCKLWN) and Cllr Martin Storey, (NCC), if in attendance

Cllr Colin Sampson

Requests for CIL funding deadline was 9 am on 1 August 2022. Cllr Colin Sampson agreed to write a letter of support for the CIL Playing Field grant funding application.

126/22 To Receive an Update from the Blue Bell Campaign and Introduction with the Manager

The Blue Bell provided the following update:

The Manager would attend the next meeting. The Chair of Stoke Ferry Community Enterprise sends his apologies. Progress at the Blue Bell has been fast in the last month, and we have moved from limited opening with a restricted food offering to a full opening and service from this week. The café is open weekdays from 9 until 4, offering coffee, cakes, snacks, and light lunches. The pub opens From Wednesday to Sunday at the moment – that could increase if there is demand. Food is available at the pub evenings Wed-Friday and from noon to 9pm Saturdays and Noon to 6pm Sundays. Sunday roasts will begin in mid-July. Right now, we continue to slowly increase what we are offering so that we can be sure that it is manageable at each stage. The completion of the kitchen marks a real step-change in the food we are able to offer. Until now, it has been basic and limited – albeit very popular. It was important for our income to provide what food we could up to now.

On top of the money raised in 2020 and 2021 to fund purchase and begin renovation, we have secured a further £58,000 in grants to complete refurbishment and prime community services. This

excludes the Parish Council grant.

So overall, we've channelled £330,000 of investment into the village so far. The Blue Bell is now a valuable asset in its own right, enhancing Stoke Ferry in many positive ways for all.

So far, we have created three full-time jobs – Manager, Chef and Café Manager. As our income increases, we will be looking to create more work opportunities as we aim to reduce reliance on volunteers. We are planning our next AGM for shareholders to review the accounts for the year ending 31 March 2022. We will publicise the date for that soon.

The Parish Council wished to thank and congratulate the Blue Bell on the work that the team have done to date in order to get the facility open and up and running. The Village Market was opening from the Blue Bell on Saturday 9th July at 11 am and people could buy fresh produce.

127/22 To Discuss and Approve Any Response to Planning Application Consultation: 22/00871/FM Proposed residential development of 13 dwellings at Land South of 2 And 3 Lark Road Stoke Ferry Norfolk

The Council considered the application and noted that it was outside of the development boundary.

The Council wished to mention that with the addition of the footpath, Lark Road would be unlikely to be sufficiently wide enough and had been mentioned in previous objections to this application, this was a road safety objection. The work vehicles belonging to Anglian water use this route to get to the site and therefore the road needed to be sufficiently wide enough for this reason as well as safety for pedestrians.

Cllr Colin Sampson agreed to call it in and the Clerk agreed to advise the planning team.

RESOLVED: That an objection be submitted due to the development being outside the development boundary, as well road safety concerns. (Proposed Cllr Trudy Mann, Seconded Cllr Janet Taylor, all were in favour)

128/22 To Receive a Neighbourhood Planning Working Group Update

Cllr Andrew Hayward shared the following:

- They had the first meeting of the financial year.
- They had received this year's grant in full as a total of £5180.
- Creating a consultation statement.
- Basic conditions statement.
- In August the PC will review everything before submission to the Borough Council.
- End of August/early September it will be submitted to the Borough Council
- The examiner will then create a report.
- In January 2023 there will be a referendum.
- There will be a lot of money saved in having the plan.
- The Borough Council cover the cost of the referendum.
- CIL percentage from development increases from 15% to 25%.
- Developers will be able to use the document when forming planning applications.

129/22 To Approve a Grant Application from the Playing Field Trust

The Playing Field was submitting a CIL grant application for refurbishment of their building inside and outside. Matched funding for the CIL grant application had been requested of the Parish Council. The Council wished to put a condition on the grant that the insurance for the building was sufficient. Cllr Colin Sampson agreed to give his support and provide a letter to the Chair and Vice Chair.

RESOLVED: That £4,500 be approved as matched grant funding for the Playing Field Trust's building. (Proposed Cllr Trudy Mann, Seconded Cllr Lyn Juniper-Solley, all were in favour).

130/22 To Approve Grant Application(s) Made by the Parish Council (if any), and to Approve Disbursement of Successful Grant Funding as per grant funding application(s) where notified prior to the next full Parish Council meeting delegated to the Parish Clerk

The Parish Council had successfully received a grant of £2k Household Support for fuel.

RESOLVED: That Grant Application made by the Parish Council for a Household Support Funding Grant of £2k for fuel be accepted, and approval given for the disbursement of this grant as per grant funding application delegated to the Parish Clerk. (Proposed Cllr Stuart Collins, Seconded Cllr Lyn Juniper-Solley, all were in favour).

131/22 To Approve Purchase of Gravel for Cemetery Path

RESOLVED: That purchase of gravel for the cemetery path be approved for £350. (Proposed Cllr Trudy Mann, Seconded Cllr Donna Stocking, all were in favour)

132/22 To Discuss and Approve Any Action in Relation to Signage to the Playing Field on Lynn Road

Two signs were needed to signpost the playing field and the Clerk agreed to ask Highways.

133/22 To Approve Purchase, Installation and Empty Costs for a Dog Waste Bin on Bridge Road

RESOLVED: That a dog bin purchase, installation costs and empty costs in the first layby on Bridge Road be approved, 50% of costs shared with Whittington PC. (Proposed Cllr Janet Taylor, Seconded Cllr Lyn Juniper-Solley, all were in favour)

134/22 To Approve the Register of Decisions Made on Email to be Ratified at the Next Council Meeting

a)	£150 Paid to Bluebell for Proposed Bench for Editor of the Village Pump and £30 payment and reimbursement of Litter Pickers				
b)	To purchase a marquee for the jubilee for £350 (original price 2350) for community to use for events. Comparison second hand prices were around £899 and £759 but unsure of comparable quality. Because of hot or wet weather which may stop events from going ahead. A community asset for all to use.				
c)	To Approve Payments as presented below for May 2022				
	June 2022 - Decision on Email to be ratified at the July 2022 Meeting				
		Payments for Approval			
	Payee	Payment for	Net	VAT	Total
	Clerk	Clerks Wages and Expenses -May 22 (inc litter picker refund)	340.39	0.00	340.39
	HMRC	May-22	74.20	0.00	74.20
	Cllr Sue Lintern	Refund for Laminator Pouches for Jubilee Event	12.20	0.00	12.20
	Cllr Sue Lintern	Refund for Jubilee Bank 'sidewalk' payment paid in case with signed receipt on the day	280.00	0.00	280.00
	Cllr Sue Lintern	refund for Jubilee Royal Tea Party paid with signed receive on the day	200.00	0.00	200.00
	Village Caretaker	Services in May 2022	100.00	0.00	100.00
	Limetree Printing	Selfie Board for Jubilee Event	49.00	9.80	58.80
	Limetree Printing	Flag Prints for Jubilee Event	104.50	20.90	125.40
	Limetree Printing	Treasure Hunt Sheets	45.00	9.00	54.00
	Stoke Ferry Playing Field Trust	Funding for Annual Insurance Fee	769.93	0.00	769.93
	CGM	Grounds maintenance May 2022	156.83	31.37	188.20
	Stephenson Smart	Payroll Fee for year ended 5th April 2022	294.00	58.80	352.80
	Eon	Street Lights - April 2022	113.64	5.68	119.32
DJ Jay Disco and Entertainment	Big Castle; Big Slide; Small castle manned; inflatable hoopla game and pa system	1160.00	0.00	1160.00	

RESOLVED: That the register of decisions as on the agenda be approved. (Proposed Cllr Donna Stocking, Seconded Cllr Lyn Juniper-Solley, all were in favour)

135/22 To Note Action List 2022/23 update

It was noted.

136/22 To Approve Response to the Following: The Norfolk County Council Local List for Validation of Planning Applications Consultation Draft, 2022: Invitation to respond to our consultation

The Council noted it and agreed for the Clerk to email them and advise that there was no information on the website regarding the list and did not know what was required to comment.

137/22 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 2Agriculture to inspect the wall that had been knocked over near the kebab shop and to repair.

138/22 To Approve Payments and Quarter 1 Reconciliation 2022/23

06-Jul-22

Payments for Approval

Payee	Payment for	Net	VAT	Total
Clerk	Clerks Wages and Expenses -June 22	311.30	0.00	311.30
HMRC	Jun-22	74.40	0.00	74.40
BCKLWN	Parish by-election costs 17.02.22. The Parish Council must bear the costs when electors call an election. The Parish Council had one vacancy and an elector called an election. This resulted in Lyn Juniper-Solley against only one other candidate.	2791.44	0.00	2791.44
Wave (Anglian Water)	Cemetery March - June 2022	17.68	0.00	17.68
Thomas B Bonnett	Bin Bag; Cotton Twine and Jubilee Beacon Erection	309.91	61.98	371.89
Thomas B Bonnett	Extra Large Bin Bag	3.90	0.78	4.68
CGM	Ground Maintenance June 2022	188.20	37.64	225.84
Npower	Electricity for Streetlights	109.64	5.48	115.12
Unity Trust Bank	Quarterly Service Charge	18.00	0.00	18.00
SF VH Hire	Jul-22	25.00	0.00	25.00
Village Caretaker	Jun-22	100.00	0.00	100.00
Mr Sparkle	Litter Bin Empty	35.00	0.00	35.00

Credit

Stoke Ferry Parish Council	50% refund for Parish Partnership Fund Village Map Project	854.09	0.00	854.09
EON	Credit to Account - Streetlight Electricity	67.28	0	67.28

RESOLVED: That payments as presented be approved. (Cllr Trudy Mann proposed, Cllr Lyn Juniper-Solley seconded, three were in favour and two abstained due to a declaration of interest)

139/22 To Confirm the Date of the Next Meeting will be the Ordinary Parish Meeting on Wednesday 17 August 2022 at 7.00 pm in the Stoke Ferry Village Hall (note two weeks later than usual)

It was noted. Cllr Donna Stocking gave her apologies to the next meeting.

Close 9.20 pm