

STOKE FERRY ORDINARY PARISH COUNCIL MEETING
Minutes of the Ordinary Parish Council meeting held
On Wednesday 20th March 2024, at 7.00pm in the
Village Hall, Lynn Road, Stoke Ferry

48/24 To record the names of those present

Cllr S Lintern – Chair, Cllr A Hayward, Cllr L Juniper-Solley, Cllr D Robinson, Cllr J Taylor, Cllr T Mann, Cllr S Collins, Cllr D Stocking and Cllr G Reeve.

50 plus parishioners

Cllr M Storey - NCC

Gail Robinson – Clerk and RFO

49/24 To receive and consider acceptance for apologies of absence

All Councillors present.

50/24 Openness and transparency notice - The Parish Council record the meeting

Aggressive or abusive behaviour towards members of the Parish Council, staff or members of the public will not be tolerated. If this happens you will be asked to leave the meeting and if necessary, the meeting will be suspended. Member of the public asked to only speak when they are permitted to do so.

The Chair reminded those present of the above statement.

51/24 To receive declarations of interest from members or to note dispensations where applicable

Cllr Hayward declared an interest on the payment for the walking guide.

52/24 To approve the minutes of the Ordinary meeting held on 21st February 2024 and to note matters arising (Clerk's Report)

It was proposed by Cllr Hayward that the minutes should be accepted as a true and accurate record of the meeting. This was seconded by Cllr Juniper-Solley. Two Councillors abstained from voting as they were not present at that meeting and seven Councillors agreed. The minutes were duly signed by the Chair.

53/24 To approve the minutes of the Extra Ordinary meeting held on Wednesday 13th March 2024 and to note matters arising (Clerk's Report)

It was proposed by Cllr Taylor that the minutes should be accepted as a true and accurate record of the meeting. This was seconded by Cllr Juniper-Solley. Two Councillors abstained from voting as they were not present at the meeting and seven Councillors agreed. The minutes were duly signed by the Chair.

Matters arising

Foot paths – Tony Hunt kindly reported he has now completed the five Village Walks for the Spring season and report accordingly on each route:

- **Route 1:** The booklet mentions passing through several gates on BR8, but these gates are now missing. The metal disc at RB7 on the Oxborough Road is missing – he will replace these.
- **Spiral Short Cut:** Where the track FP5 turns S.E. and follows the field, a large oak tree has fallen onto the path and gateway preventing access to the field. I have spoken to the lease of the land, and he will investigate. T Hunt has offered to give him a hand in clearing the tree.
- **Route 2:** Nothing of consequence to report apart from serious flooding for a 20m section on the top end of Limehouse Drove. This will subside.
- **Route 3:** The metal disc missing at FP1 on the Oxborough Road is missing- T Hunt will replace this. Barton Bendish Farms have cut a 10-metre-wide swathe across the field on FP1 and planted parallel hedging. He will acknowledge this; the planting should be to our advantage.
- **Route 4:** Nothing to report.
- **Route 5:** Nothing to report.
- The parish has had a great deal of rain lately so much of the pathways are a little boggy at present but there isn't any problems and things will soon dry up. Boots are always recommended when we have had rain.
- The fly tipping hot spots are clear, although there is quite a bit of unsightly littering on the bypass crossing on FP5.

Litter bin costs to be considered at the next meeting after they have been inspected.

Fly tipping at Buckenham Drive – this is still some items to be cleared.

Surrender of EROB plot – Councillors considered this request against the details in the Cemetery management policy and resolved to approve the request.

54/24 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).

Cllr Lintern invited questions from the parishioners present and discussed and clarified information to answer the questions posed. Questions included:

- Why has the precept increased.
- Street lighting – parishioner noted the lack of lighting in the village and discussed who owned them. Cllr Mann noted the percentage increases for certain budget lines explaining that service charges to the Parish Council have increased in many cases.

Cllr Storey addressed the public to note that the Parish Council meeting is public, and the Parish Council invites people to put items forward to the Councillors. The public can also put items forward to NCC too. Cllr Storey noted that adult social care is taking the highest charge on their Council Tax bill.

Continuing with questions and comments from parishioners:

- A parishioner raised an issue of land attached to the cemetery. The land lease has another 2 years left. The piece of land is land locked and queries about a footpath leading to it. A councillor responded by noting the piece of land is fenced which stops people walking on it.
- The lease next to cemetery is coming up in 2 year and it will be reviewed then. A parishioner would like to see the lease. Cllr Lintern explained that all details are in the minutes as to how the lease was agreed which the public can have access to on the website. The lease will be reviewed prior to when it comes up for renewal.
- Cllr Lintern noted that the parish has a walking booklet which helps keep all footpaths accessible and the Parish Council is working on getting other footpaths open. A parishioner and T Hunt discussed footpath 4, 1 and 2. Cllr Hayward noted that the landowner can direct people other ways over their land.
- Land on little lane that have been planted up – but highways say not an issue. Parishioner noted that there are many properties with slate and sleepers at the front of properties.
- Chalk farm estates 4 buildings have been put up – Cllr Lintern noted this has already been reported to planning enforcement and they will look into this.
- Hedge coming over road on little lane at the side of English Garage – a foot needs taking off.
- A parishioner complimented Parish Council on the new handrail.

Cllr Juniper-Solley thanked everyone for attending and encouraged people to attend each month, so they know what is happening in the village. Cllr Lintern also encouraged people to attend to put forward ideas. A parishioner asked about a strip of land which is going to be donated to the village. Cllr Lintern discussed the lack of information about where the boundary is and how this has held up progress. Cllr Lintern explained how the Parish Council could possibly use the land. This is the same with the land at the Common. Cllr Lintern explained how this is coming into the ownership of the village. In the future the Parish Council will have a working group that will be able to improve this land for the village. Councillors noted how well the Community Pay Back team did work and the team members felt appreciated.

Some members of the public left at this point, however many stayed for the rest of the meeting.

55/24 Cllr Sue Lintern (BCKLWN) and Cllr Martin Storey, (NCC), if in attendance

Cllr Storey noted:

NCC has set its budget and read the statement that went along with this. There is a consultation that takes place before the budget is considered and Cllr Storey thanked the public for taking part in the survey. Cllr Storey read out some of the amounts on the budget to say how the money will be spent. Some proposals to save money could be to switch off

streetlights and reduce hours for recycling centres. Cllr Lintern asked if Crimplesham would be included in the reduced open hours of the recycling centre. Cllr Storey noted that the changes is to bring centres in line with each other, and felt Crimplesham would not be affected. Cllr Storey noted the concessionary travel passes for those that need this because of disabilities. Norfolk Screen has been given a 2-year contract.

Borough Cllr Lintern reported:

Local plan hearings have resumed and discussed why this has happened again recently. The hearings are open for people to attend.

The mayor design awards have opened again. Other details are on the Borough Council website <https://www.west-norfolk.gov.uk/newsroom>

56/24 To consider for approval any action in relation to the land transfer of Limehouse Common

The Clerk read an email received from the solicitor of 18th March noting that further deed plan clarification is needed from the seller.

57/24 To consider planning applications that require Parish Council comment

Two tree applications were noted.

58/24 To consider financial items

- Bank account balance – As of 20th March £14,217.76
- Income – Cemetery charges £70.00
- To approve payments
- Payments for approval

Payee	Regards	Pay-ment method	Net	VAT	Gross
G Robinson	Wage	BACS	£685.60	0	£685.60
HMRC	PAYE/NIC	BACS	£141.20	0	£141.20
G Robinson	Exp claim – Microsoft subscription	BACS	£50.00	£9.99	£59.99
D Limbert	Invoice March	BACS	£50.00	0	£50.00
Parishioner	EROB- surrender	BACS	£200.00	0	£200.00
SFVH	Hire	BACS	£60.00	0	£60.00
Hayward Miller	Walking booklet	BACS	£1071.00	£214.20	£1285.20

Cllr Stocking proposed that these payments should be made, this was seconded by Cllr Hayward and all agreed.

- Receive bank Reconciliation – as per bank balance.

59/24 To approve the register of decisions made on email to be ratified at the next council meeting

There were no decisions made by email during the month than need to be ratified at the meeting.

60/24 To consider and approve policies:

- a) Biodiversity Policy- May meeting
- b) Safeguarding – circulated prior to meeting. Safeguarding lead – Cllr Juniper-Solley volunteered to do this. Deputy - it was agreed would be Cllr Reeve. It was resolved to approve these appointments and the policy.

61/24 To consider D Day event activities

It was reported that unfortunately some parishioners that were going to help are now going to be away, so looking to do something later in the year. The Beacon is going to be lit. Activities would be held the weekend after at the playing field. Cllr Juniper-Solley to work with the various groups to see how they are all working together. It was felt that something similar to Remembrance Sunday could happen. Maybe the history group could also work with the other groups. It was agreed that something on 6th June needs to happen at the actual war memorial. Cllr Taylor would put out the statues. Cllr Lintern proposed that an allowance for refreshments should be £100, this was seconded by Cllr Juniper-Solley and all agreed. Cllr Taylor and Cllr Mann to put an event together to be held at the memorial.

62/24 Annual Review of Payroll Contract 2024/25

Payroll services – Charges were considered. Cllr Hayward proposed that the Parish Council uses the services of NorfolkALC, this was seconded by Cllr Reeve. One person abstained and all other councillors agreed. It was resolved to move to NorfolkALC provision at a charge of £96.00 per year.

63/24 To consider flower tubs on Bradfield Place and bulb planting under the village gates

Cllr Lintern noted that she was approached by someone that would like to see some flower tubs at Bradfield place. The woodwork group would be able to make the tubs, other items can be got for free from other organisations. It was agreed this would be an agenda for September and British sugar might want to donate for the bulbs. Cllr Robinson noted that British Sugar is looking to have a group to be able to support the village. Cllr Hayward and Cllr Robinson to move forward with this project and will give an update at the May meeting.

64/24 To receive urgent items of concern & matters to be included on the next agenda from the Parish Council and note forward items

- Cllr Lintern reported on the road signs that need to be replaced and A Wallace was very receptive to getting them replaced. Cllr Lintern noted the ownership of each of the types of the signs in the village.
- Cllr Mann – felt that shutting recycling centres will be a false economy as people will fly tip.
- Cllr Mann – asked about the verge cutting. Cllr Storey discussed this and felt that vision on the road is the most important issue. Parishioners discussed the quality of grass cutting work. Cllr Storey noted that the Parish Council can request a cut if it was felt that there is a danger to life if it is not cut. Cllr Lintern discussed a particular area that lorry drivers have already identified as getting overgrown. Cllr Stocking also noted that the junctions are a priority.

- Clerk to follow up on blocked drain near the village map garden – why is it not clear
- Clerk to go ahead with the lighting contract.
- No feedback from the barn build yet Cllr Lintern noted how this can be tracked.
- Cllr Juniper-Solley – Little Lane front verge. Clerk to report to Borough Council to see if these things need to be removed. Cllr Juniper-Solley to do an inspection with another Councillor. A parishioner noted that often vehicles go down Little Lane, which is the not correct route. A Wallace to come and look at this.
- Website – It was agreed that a separate page is needed for news and finance. The website should work across all platforms, but all details can not be seen on mobile phones.

65/24 To approve next meeting will be the Ordinary Parish Meeting on Wednesday 17th April 2024 at 7.00 pm in the Stoke Ferry Village Hall

Members noted the date of the next meeting.

Cllr Robinson left the meeting at 21.00.

66/24 To resolve on moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1 (2)

- a) To consider update on the recruitment of self-employed Handyman
A person has offered volunteer to do the work needed.
It was agreed they would only be doing handy man tasks.
Cllr Hayward to ask another person that had shown interest in the position if they were looking to volunteer.
It was agreed that insurance requirements need to be confirmed. And the Clerk would need to bring together an appropriate Risk Assessment document.
Cllr Lintern proposed the volunteer should be offered the position, this was seconded by Cllr Taylor and all agreed.
- b) Booklet – 11 walks, Cllr Lintern proposed that the booklet should now be printed. All agreed.