

STOKE FERRY ORDINARY PARISH COUNCIL MEETING
Minutes of the Ordinary Parish Council meeting held
On Wednesday 21st February 2024, at 7.00pm in the
Village Hall, Lynn Road, Stoke Ferry

19/24 To record the names of those present

Cllr S Lintern – Chair, Cllr D Stocking, Cllr J Taylor, Cllr A Hayward and Cllr S Collins
5 members of the public
Gail Robinson – Clerk and RFO

20/24 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.

21/24 To receive and consider acceptance for apologies of absence

It was **resolved** to accept apologies from Cllr G Reeve, Cllr D Robinson and Cllr T Mann

22/24 To receive declarations of interest from members or to note dispensations where applicable

Cllr L Juniper-Solley declared an interest on the confidential item.

23/24 To approve the minutes of the Ordinary meeting held on 17th January 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 Hayward. 1 councillor abstained and 5 councillors agreed. It was **resolved** to accept the minutes of the previous meeting as a true and accurate record. The minutes were duly signed by the Chair.

Matters arising

Councillors consider a memorial inscription and agreed it was acceptable.

Footpaths – report from Tony Hunt

Have nearly completed the Spring walks schedule and should be able to wrap it up by early next week and will report back accordingly.

Crow scarer – Only 3 more weeks and start time has been reduced to 7.30am.

Cemetery quote for sign – considered. Cllr Lintern proposed that the Parish Council go ahead, Cllr Taylor seconded all agreed. Cllr Taylor will sort this order and will put in place.

The members thanked Bonnetts for putting in place.

Rubbish has been cleaned up as per the minutes. Litter was discussed. Councillors would like to look at holding a litter pick even in March or April.

The Clerk presented information about a cupboard/filing unit to be placed in the village hall. The members considered them. It was agreed that if the one chosen is suitable for the space it should be ordered. Clerk to check with Cllr Reeve.

2 ag plans will be considered at the planning committee on March 4th. Cllr Lintern has asked highways to look at parking restrictions on Lynn Road. Other items have been addressed from the planning meeting.

Handyman – It was noted that the current handyman will not be continuing after finishing the current piece of work. The Parish Council wished to extend their thanks for their work.

Clerk to make arrangements for an advert to be placed on social media, and to be

displayed in the village.

Litter bins and dog bins

Councillors considered emptying charges but felt more information was needed. Clerk to seek further information ready for the next meeting.

Fly tipping at Buckenham Drive

Clerk to report again as it still has not been removed.

PP footpath resurfacing from Border Road to Fairfield Road

I Sharman from NCC confirmed they will be able to arrange for the path to be a dedicated a public footpath if there is agreement from the landowners.

24/24 To approve the minutes of the Extra Ordinary meeting hold on 29th January 2024 and to note matters arising (Clerk's Report)

Cllr Taylor proposed that the minutes should be accepted, Cllr Lintern second this. All other were not present.

25/24 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).

A parishioner noted that they have lived in the village 3 years and feels we have a brilliant village and would like to thank the Councillors for their great work.

A parishioner asked if there is a fun day on the playing field again this year. Cllr Lintern confirmed there will be and the Playing Field committee will be doing events.

Defib training – Clerk asked to look into free training which will be open to all the village.

East Anglian service may do this for free so ask them.

Potholes by the bus shelter is still not done.

Parishioner couple have said everyone they have met is very nice. They have had some issues and Cllr Lintern has helped them and would like to thank her for this support.

26/24 Cllr Sue Lintern (BCKLWN) and Cllr Martin Storey, (NCC), if in attendance

Cllr Lintern reported:

Long term empty homes – 8 in the Wissey ward. 1 in Stoke Ferry. Cllr Lintern will keep eye on this matter. 2 in Wretton earmarked for disposal. 5 of remaining will be worked on and hope to be made available later in year. Parishioner noted that the Stoke Ferry property on Buckenham Drive is getting very overgrown again. Clerk to report to Freebridge hedge needs taking down and fence put in its place.

Second meeting for chairs – This is an opportunity to let the BC leader know items that are being raised at Parish Council level. Cllr Lintern indicated most of last meeting was taken up with aggressive and abusive behaviour towards Councillors and Clerk. Cllr Lintern further discussed the problem; this is an escalating problem for many parishes. Cllr Lintern emphasised that just because something is written on social media does not mean it is true. Now a dedicated email inbox for support and answers at the BC, and this will be monitored. There will be a hub with useful links and a document pack with templates and advice for PC's. The and BC is working with Norfolkcalc to produce a support pack too.

Later in the year there will be a forum for Clerks and Chairs to meet with the Monitoring Officer. The BC is exploring the concept of a mentoring councillor for Parish Councils that are experiencing issues and also exploring the provision of legal services for Parish Councils on a subscription basis.

27/24 To consider for approval any action in relation to the land transfer of Limehouse Common

Cllr Lintern discussed the biodiversity net gain project. There will be parcels of land that can be used for the net gain project. Cllr Stocking suggested adding the consecrated end of the cemetery. Cllr Lintern to provide more details when this is available.

28/24 To receive report from the Blue Bell

Agenda item for March.

Cllr Lintern noted that it has been shortlisted for a new business award. It was noted that the lights at the front of the building could be switched off when they are not open. Cllr Lintern to make this request.

29/24 Annual Review of Payroll Contract 2024/25

Agenda item for March.

30/24 Annual Renewal of Scribe Accounting Software 2024/25

Cllr Lintern proposed that the Parish Council should continue using this accounting software, this was seconded by Cllr Hayward, and all agreed.

31/24 Annual GDPR Review and Model Scheme of Publication, and Audit

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

32/24 Internal Auditor Appointment for 2023/24 Accounts

It was agreed that the Parish Council would like to appoint J Raby as the internal auditor for 2023/24.

33/24 Annual Assets Inspection Planning – approve working group to do this

It was agreed the members of the working group would be Cllr Collins, Cllr Lintern, Cllr Mann. Items identified to be added were litter pickers and jackets, and to note the marquee is at playing field.

34/24 To consider planning applications that require Parish Council comment

- a. 23/00178/RMM - Reserved Matters Application for 30 dwellings including layout, external appearance, scale and landscaping at Furlong Store Furlong Road Stoke Ferry Norfolk deadline 29th February 2024

It was resolved that the members of Stoke Ferry Parish Council would like to support application 23/0178/RMM with the additional comments: there is a need for 'raised tables' to be added to the roads to slow traffic and hedging/tall trees/high fencing near the playing field, at the boundary of the houses to provide acoustic protection. Play equipment has been shown on the site plans but it was requested that funds should be given towards the existing playing field in the village to contribute to the improvement of play equipment at that site.

- b. 23/00177/RMM - Reserved Matters Application for 62 dwellings including layout, external appearance, scale and landscaping at Land On the South West Side of Lynn Road Stoke Ferry Norfolk – deadline 29th February 2024 – see above

- c. 24/00025/TREECA Stoke Ferry 570764 300009 Fell one apple tree and one cherry tree. Shape oak tree, with a reduction of up to 0.5m. Meadow View Oxborough Road Stoke Ferry King's Lynn Norfolk PE33 9SY 570764 300009 Fell one apple tree and one cherry tree. Shape oak tree, with a reduction of up to 0.5m. Meadow View Oxborough Road Stoke Ferry King's Lynn Norfolk PE33 9SY – It was resolved that no comment was necessary.

35/24 To consider financial items

- Bank account balance £19,672.41
- Income
Cemetery charges £180.00
- To approve payments
- Payments for approval

Payee	Regards	Pay-ment method	Net	VAT	Gross
G Robinson	Wage	BACS	£330.90	0	£330.90
HMRC	PAYE/NIC	BACS	£52.60	0	£52.60
A Stannard	Invoice 2402	BACS	£35.00	0	£35.00
G Robinson	Exp claim - laptop	BACS	£458.33	£91.66	£549.99
D Limbert	Invoice requested			0	
PKJ Littlejohn	For Year 22/23	BACS	£581.25	£116.25	£697.50
SFVH	January 15 th 2 hours January 29 th 1 hours February 21 st	BACS			£60.00
NorfolkALC	2 x Members Charitable Trusts & Parish Councils @ £40.00 each 17th April	BACS	£80.00	0	£80.00
Scribe	Accounting package subscription	BACS – item 12	£345.60	69.12	£414.72

Cllr Stocking proposed that the payments should be made with the exceptions of the amount to NorfolkALC, which should be paid once the training has been attended and the invoice received. This was seconded by Cllr Taylor all agreed.

- Receive bank Reconciliation £19,672.41
- To consider electric for Christmas lights it was considered a contribution for electric could be a maximum of £25. Cllr Taylor proposed this, Cllr Juniper-Solley seconded, and all agreed. Cllr Hayward to find out if this acceptable with the parishioner that provided the electric.

36/24 To approve the register of decisions made on email to be ratified at the next council meeting

There were none.

37/24 To consider and approve Safeguarding Policy

It was agreed that Cllr Juniper-Solley would review this ready for the next meeting.

38/24 To receive urgent items of concern & matters to be included on the next agenda from the Parish Council and note forward items

D Day event - agenda item March

Road signs are all worn and rotten, Cllr Lintern to look at this.

Flower tubs on Bradfield place someone would like them. Agenda item for March.

Pothole on Bridge going out of village – Clerk to report.

Pothole on Lynn Road – Clerk to report.

Cllr Stocking noted that it would be nice to put bulbs under the gates – Agenda item for March.

Cllr Juniper-Solley noted the land that she has reported that is being driven over. The cars are owned by a nearby property. A Wallace suggested bollards as a solution, but the parishioner would like hard standing. Cllr Juniper-Soley to talk to owners of the car.

Dip outside of the station is still a problem – Cllr Lintern noted that nothing will happen with these as building work is due to start this summer, and they are natural speed reductions.

A building at Chalk pit farm has gone up. The Clerk noted that this has been investigated and expecting a report after investigation.

It was discussed that the handrail is not tight to the edge of the pathway and may possibly be a problem for horse riders. This is bridle way BR18. The pathway is to be cut back further.

Septic tank planning enforcement, caravan on each plot, on Greatmans Way. Clerk to report to planning enforcement.

39/24 To approve next meeting will be the Ordinary Parish Meeting on Wednesday 20th March 2024 at 7.00 pm in the Stoke Ferry Village Hall

The date and time of the next meeting was noted by the Councillors.

40/24 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)

It was resolved to close the meeting to consider confidential items.

- a) To consider Clerks NALC annual pay rise, to be back dated to 1 April 2023
Cllr Taylor proposed to agree this, Cllr Juniper-Solley seconded this, and all agreed.
- b) To consider the ground maintenance quotes for the 2024 season.
It was resolved that the Parish Council would appoint HHA for the 2024 season grounds maintenance work.
- c) Lighting maintenance - Clerk to seek further clarification from TT Jones to ask how much a photocell is going to cost.

Cllr Juniper-Solley left the meeting at 9.46pm

- d) To consider previous work undertaken by a contractor and the invoice provided
After discussion it was agreed that the Parish Council would ask the contractor to cut the path hedge away from the path to create more space as the handrail is positioned more centrally to the path. The Parish Council acknowledged the incorrect addition on the quote. The Councillors are willing to pay the correct sum of £3250 but are asking for additional work to be done in clearing the path so someone could ride a horse.

This solution was proposed by Cllr Lintern, seconded by Cllr Taylor and all agreed.