



Syderstone Parish Council

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Minutes of the Parish Council Meeting Held Thursday 20th March in Amy Robsart Hall

PRESENT:

Cllr D Niemann – Chair
Cllr D Daly
Cllr D Candy
Cllr K Jordan
Cllr S Ojelade
Cllr P Welland
Cllr S Wood
Clerk/RFO – Sarah Harvey
County Councillor M Chenery of Horsbrugh
Members of the Public – 5

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1. **Welcome from the Chair:** The Chair welcomed all those present to the meeting.
 2. **Apologies for Absence:** apologies were noted from Borough Councillor C Morley.
 3. **Declarations of Interest on Agenda Items:** None.
 4. The Minutes of the meeting held on 20th February 2025 were circulated before the meeting. It was PROPOSED by Cllr D Candy, SECONDED by Cllr S Wood and AGREED that the minutes were a correct record of the proceedings and signed by the Chair, Cllr D Niemann.
 5. **Parishioner's Questions and Statements (15 minutes):** None received.
 6. **To consider the Clerks Report (Matters arising for information only):** The Clerk's report was circulated ahead of the meeting and updates were received regarding mole control on the playing field, SAM2 posts to be located at Ashside and Tattersett Road and Streetlighting Mill Lane/The Street. The Clerk also advised that she had attended a training session on grant funding and project processes with NPTS, which would be helpful for any future projects. The notes from the training had been circulated to Councillors for their information).
 7. **To receive a report from County Councillor Michael Chenery:** County Councillor M Chenery provided the Council with an overview of the County Councils preferences with regard to Local Government Reorganisation. It was noted that further detail could be found on the Norfolk County Council's website which included the cabinet approved interim plan for submission to the Government.
 8. **To receive a report from Borough Councillor Chris Morley:** in his absence Borough Councillor C Morely provided a report to the Council via email stating that the new Local Plan had been agreed by the Government Inspectors, and the impact on Syderstone's draft Neighbourhood Plan was to be discussed. Cllr C Morley apologised for the BCKLWN's late notification of the large price rise for the weekly dog waste bin emptying costs. Cllr C Morley explained that the BCKLWN had been subsidising costs for a long time and thought it was time to regularise matters before the BCKLWN's new fees and charges policy came into force in 2026/27. It was noted that fees for statutory and licensed services would be dictated by central bodies.
Cllr C Morley advised that the District response to the Local Government Reorganisation would be submitted imminently. Cllr C Morley noted the disappointment about the breakdown in communication at the presentation to parishes on Devolution and Local Government Reorganisation. Another session was to be arranged. It was noted that the response to Government was to offer a 3 Unitary solution West (West/Breckland and North Norfolk to around Holt), plus Norwich and surrounding area, and East with three centres, Lynn, Norwich and Yarmouth. Cllr C Morely stated that they would have to wait for the Government's reaction. Norwich County Council were putting in a separate offer for a single unitary.

9. Planning:

9.1 To consider plans at the time of publishing:

SUPPORT

25/00387/F - Proposed dropped kerb at Pebble House, The Street.

9.2 To consider plans since publication of agenda: None.

9.3 To consider outcomes of planning – approved/withdrawn by the Borough Council:

25/00048/F - 46 Tattersett Road - Householder: Demolition of side utility room. Rear and side single-storey extension. Application Permitted 19 February 2025 Delegated Decision.

25/00010/F - Dove Cottage 4 Docking Road - HOUSEHOLDER: Retrospective application for garden studio 1.2m away from the boundary with Carriage House, to be used as a home office/gym with patio windows. Mixed native hedging to be planted in the front of the building and along all boundaries. Proposed door and window on the eastern side of the building into the garden. Application Permitted 28 February 2025 Delegated Decision

10. Finance:

10.1 To note accounts for payment under the Late Payments Interest Act (1998): None.

10.2 To approve the accounts for payment in March:

Collective Community Planning Ltd (Neighbourhood Plan)	3.780.00	BACS
M Bateman Maintenance (Work to Village Sign Base & Noticeboard Lock)	140.00	BACS
Turtle Engineering Ltd (Bleed Control Kit + Sticker for Defib Cabinet)	119.98	BACS
Wicksteed Leisure Ltd (Replacement Flat & Cradle Swings Seats)	511.69	BACS
Great Massingham Parish Council (Grant Funding & the Project process)	20.00	BACS
Amy Robsart Hall (Hall Hire 2024/25)	330.00	BACS
D Niemann (Litter Pick Refreshments, March 2025)	58.70	BACS
M Bateman (Litter Pick Refreshments, March 2025)	43.20	BACS
Clerk's Salary & Expenses (20th February to 19th March 2025)	360.98	BACS

10.3 To note the finance received in February 2025:

BCKLWN (Credit, Dog Waste Bin Emptying Fee for 2024/25) 170.35

10.4 To approve the February 2025 financial statement: it was AGREED to accept the February 2025 financial statement, which was signed by the Chair, Cllr D Niemann.

10.5 To receive a report from the Internal Control Officer for Sept/Oct/Nov/Dec: Cllr D Candy (Internal Control Officer) advised that she had checked random receipts/expenditure from September to December 2024 and found that all had been correctly recorded, authorised and reported to the Council. It was noted that TTSR Ltd had been slow in issuing their invoices for grounds maintenance.

10.6 To approve costs to the Norfolk ALC Gov.uk service: it was AGREED that the Council should use the Norfolk ALC's Gov.uk Service for the option to obtain a.gov.uk domain and secure gov.uk email services,. The Clerk advised that the costs associated with these had been accounted for in the 2025/26 budget and precept calculation.

10.7 To approve a transfer of £3000 from the Instant Access Account to the T1 Current Account to enable the payment of invoices prior to reclaim of VAT for 2024/25: it was AGREED and noted that the transfer would be set up along with the March payments for authorisation by two Councillors.

10.8 To approve the cost for the purchase of 2 x SAM2 Sign batteries: it was considered and AGREED to purchase two batteries at a cost of £84.00 per battery (ex VAT) and £7.50 (ex VAT) for delivery. Cllr P Welland AGREED that the batteries could be delivered directly to his home address.

11. Parish Councillors Reports

11.1 Village Speedwatch and relocating of SAM2 signs: Cllr P Welland advised that that Speedwatch sessions continued and that the SAM2 Signs had not been moved.

11.2 Attendance at the Priority Setting Meeting (formerly SNAP): it was noted that the next meeting would take place on the 15th April.

11.3 Playground Weekly Inspection Reports: Cllr D Daly reported that there had been a delay in installing the replacement swing seats and noticeboard due to illness. It was considered and AGREED that the Clerk would contact the Sculthorpe Hawk & Owl Trust regarding guidance on whether the playing field would be appropriate for a Barn Owl nesting box. It was noted that the presence of Barn Owls could provide a natural and environmentally friendly deterrent given the significant issue being experienced with moles on the field.

11.4 Monitoring of Street Lights and Fire Hydrant List: it was noted that the streetlights opposite Ten Cottages/Mill Lane junction were still to be attended to by UKPN. It was noted that there had been a delay due to a lack of communication between UKPN and Cozens (UK) Ltd. Cozens (UK) Ltd had confirmed that going forward they would receive daily progress updates from UKPN on reported

faults. It was noted that Cozens (UK) Ltd had attended site on 14th March and the engineer had reported that there was a still a broken wire that supplied the 5th core on the overhead line. This had been reported to UKPN to once again attend.

- 11.5 **NCF – Jack’s Lane Wind Farm Community Fund Panel:** Cllr D Candy reported that the Jack’s Lane Community Benefit Fund was open for applications and the deadline was midday on the 24th April. It was noted that grants up to £10,000 were now available.
- 11.6 **Defibrillator on wall of ARVH:** it was noted that there were no issues and that regular reports continued to be sent to WEBNOS.
- 11.7 **Amy Robsart Village Hall Committee:** it was noted that going forward this would no longer be required as an agenda item.
12. **Updates and on-going items**
- 12.1 **Update on the Neighbourhood Development Plan:** Cllr S Wood reported that the revised plan had been submitted by the 12th March deadline. It was noted that a communication had been received complimenting the Parish Council, however it was noted that the Referendum may be delayed until November, as the BCKLWN were concentrating on the Local Plan. The Neighbourhood Plan would now go through a further period of consultation with statutory bodies until mid to late May and would then go to the Legal Examiner.
- 12.2 **Update on derelict property on The Street:** Borough Cllr C Morley’s response was noted following his communication with Stuart Ashworth (Assistant Director, Environment & Planning) regarding the ongoing concerns relating to the buildings continued deterioration, the serious detriment this was having on the surrounding neighbourhood and what further action could be taken by the BCKWLN. Stuart Ashworth (Assistant Director, Environment & Planning) had responded stating that the enforcement case had been closed as the property owner’s actions sufficiently complied with the S.215 notice. The current condition of the property would not justify issuing a new S.215 notice at this time, though the situation may be reassessed if it deteriorated again. The broader issue of empty properties remains. Cllr Rust was advocating for the formation of a group to address this borough wide. It was noted that dealing with empty properties was resource-intensive on a case-by-case basis. While Compulsory Purchase Orders (CPOs) remain a possible, though historically rare, tool, their use would need careful consideration if such a group was established. CNC Building Control had confirmed that there had been no full report produced after the inspection/visit to site in December 2022. The surveyor’s inspection notes that had been received by email at the time were made available once again. It was AGREED that at the present time no further action should be taken. although progress of the formation of an ‘empty properties group’ would be monitored.
- 12.3 **Update on Emergency Plan:** Cllr D Niemann advised that the information for the Emergency Plan had been collated, and this had been sent to Cllr S Ojelade in order to produce a draft plan.
- 12.4 **Update on Village Gateways Scheme:** it was noted that a response was still being awaited from Highways following the concerns noted at the February meeting. County Councillor M Chenery AGREED to cover the increased costing for the gateway scheme of £1,098.13 through his Local Member Fund for 2024/25. The Clerk would advise the Locality Designer and ask for the project to proceed. The Council thanked County Councillor M Chenery for his contribution.

13 Open Spaces

- 13.1 **To consider projects to form part of a funding application to Jack’s Lane Community Benefit Fund:** it was AGREED to submit an application for a replacement steel framed Bird’s Nest Swing. It was noted that a quotation had been received from Online Playgrounds and a second quotation was to be received from Sovereign Play. Costs would be considered at the April meeting and an application submitted by the funding deadline of 24th April. The Clerk advised that costs to replace the multi-play would have to be looked at in conjunction with other funding bodies, as prices were significantly higher. Cllr K Jordan expressed an interest in being involved in future play area projects.
- 13.2 **To consider arrangements to mark the 80th Anniversary of VE Day:** Cllr D Candy advised that an event would be held on the playing field, which would include music in conjunction with parishioners bringing along picnic food/drink. Cllr D Daly AGREED to set up and light the village beacon.

14 Correspondence

To note any general correspondence received:

- 14.1 **Syderstone Amy Robsart Village Hall, Management:** noted.
- 14.2 **King’s Lynn and West Norfolk Local Plan 2021-2040: Publication of Inspectors’ Report:** noted.

- 14.3 **BCKLWN, Governments Devolution Consultation:** noted.
- 15. **A resolution to adjourn the meeting for Parishioners Questions and Statements:** None.
- 16. **To receive items for next Agenda:** None.
- 17. **To note the date of the next Parish Council Meeting:** Thursday 17th April 2025.

Meeting closed: 8.35 pm.

.....Chair

.....Dated

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