

# SYDERSTONE PARISH COUNCIL

## Minutes of the Parish Council Meeting Held Thursday 21<sup>st</sup> March in Amy Robsart Hall

**PRESENT:**

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

---

1. **Welcome from the Chair:** The Chair welcomed all those present to the meeting.
2. **Apologies for Absence:** None.
3. **Declarations of Interest on Agenda Items:** None.
4. The Minutes of the meetings held on 15<sup>th</sup> February 2024 were circulated before the meeting. It was PROPOSED by Cllr S Wood, SECONDED by Cllr D Candy 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.
6. **To consider the Clerks Report (Matters arising for information only):**

The Clerk advised that the **planters** had been delivered and that permits had been approved for placement of the planters at all village gateways except those to be installed at Tattersett Road.

**Play Area Equipment:** Wicksteed had provided a quotation for the missing fixings on the Zig Zag Twister, and missing covers/caps on the Surfboard and Spring See-Saw for a total of £34.23. It was noted that the Flymobile and Zig Zag Twister were installed in June 2022 and there was only a 1-year guarantee on Installation works against faulty materials and workmanship.

**Village Name Plate, Tattersett Road:** the Clerk reported that she had finally established that the delay in the sign has been due to delivery issues. Highways had assured that they expected the sign to arrive very shortly and that it would be erected as soon as possible.

**Feedback from parishioners regarding mobility and accessibility issues:** it was noted that Damien Jeffries (Highways Engineer) had programmed to have the KEEP CLEAR lining outside the playing field gate refreshed. He had also asked his technician to look at Syderstone to determine the need for crossing points when she was next in the area.

**Community Local Independent Lift Team (LIFT):** it was noted that the originator of the project had taken a back seat due to the serious illness of a family member but had now contacted Razier to reconfirm their offer to supply the chairs. The intention would then be to set up a meeting with all the interested Parishes to discuss the way forward.

**Village Sign:** Cllr M Bateman advised that the village sign had been taken down for the post to be removed and replaced. It was hoped the village sign would be in position again a week after Easter. Cllrs M Bateman and D Daly were thanked for their help in the sign's removal.
7. **To receive a report from County Councillor Michael Chenery:** the NCC Members Briefing Report provided by Cllr M Chenery had been circulated to Parish Councillors via email prior to the meeting.
8. **To receive a report from Borough Councillor Chris Morley:** there was no report available.
9. **Planning:**
  - 9.1 **To consider plans at the time of publishing:** None.
  - 9.2 **To consider plans since publication of agenda:** None.
  - 9.3 **To consider outcomes of planning – approved/withdrawn by the Borough Council:** None.
10. **Finance:**
  - 10.1 **To approve the accounts for payment in March (list at meeting):**

|  |        |      |
|--|--------|------|
| Giles Alston (Village Hall Clock)  | 80.00  | BACS |
| Norfolk County Council (PPS Bid, Village Gateways, Tattersett Rd)                    | 567.81 | BACS |
| Norfolk County Council (PPS Bid, SAM2 Post, Ashside)                                 | 150.00 | BACS |
| Amy Robsart Village Hall (Hall Hire, PC Meetings)                                    | 310.00 | BACS |
| Amy Robsart Village Hall (NP Steering Group Meetings)                                | 90.00  | BACS |
| Clerk's Salary & Expenses (15 <sup>th</sup> February to 20 <sup>th</sup> March 2024) | 335.85 | BACS |

- 10.2 **To note the finance received in February 2024:** None.
- 10.3 **To approve the February 2024 financial statement:** it was AGREED to accept the February 2024 statement, which was signed by the Chair, Cllr D Niemann.
- 10.4 **To approve a transfer of £1500 for Village Gateways (Tattersett Road) and £450 for SAM2 Posts/Brackets from the Instant Access Account to the T1 Current Account:** it was AGREED and noted that the transfers would be set up along with the March payments for authorisation by two Councillors.
- 10.5 **To approve a new business advertiser for The Natterjack:** following an enquiry from a local painting and decorating business it was AGREED that the businesses should be invited to advertise in The Natterjack going forward.
- 11. Parish Councillors Reports**
- 11.1 **Village Speedwatch and relocating of SAM2 signs:** Cllr M Bateman reported a further session would take place on 22<sup>nd</sup> March and that one further volunteer had been recruited. Cllr P Welland advised that there were no issues to report in relation to the SAM2 signs. Cllr P Welland also reported that he had spoken to the property owners at 1 Ashside and Rosedene, Tattersett Road regarding the new SAM2 posts and that no objections had been raised. It was noted that an additional SAM2 bracket would be required for the new post to be installed on Tattersett Road.
- 11.2 **Attendance at the Priority Setting Meeting (formerly SNAP):** Cllr P Welland reported that the next meeting had been scheduled for 8<sup>th</sup> May 2024.
- 11.3 **Playground Weekly Inspection Reports:** Cllr D Daly advised that he would investigate the cost to replace the wooden platform from which the slide was accessed. It was noted that there was wood rot evident in places as highlighted in the annual inspection report. Cllr D Niemann would source a sign for the playing field gate, stating 'No Dogs' only.
- 11.4 **Monitoring of Street Lights and Fire Hydrant List:** no issues were noted.
- 11.5 **NCF – Jack's Lane Wind Farm Community Fund Panel:** Cllr D Candy advised that the Jack's Lane Community Benefit Fund was open for applications up to £5,000. The deadline for applications was the 16<sup>th</sup> April 2024. The Funding Panel would meet in June to assess the applications received and allocate the grants.
- 11.6 **Defibrillator on wall of ARVH:** Cllr M Bateman advised that a report had been sent to WEBNOS on 17<sup>th</sup> March. Cllr M Bateman advised that he was hoping to arrange another defibrillator training session along with Tattersett Parish Council in the near future.
- 11.7 **Amy Robsart Village Hall Committee:** it was noted that another member had been recruited to the Village Hall Committee. Further 'Pop-Up Pubs' had been organised for the 4<sup>th</sup> May and the 8<sup>th</sup> June.
- 12. Updates and on-going items**
- 12.1.1 **Update on Neighbourhood Plan:** Cllr S Wood reported that a drop-in session to help residents complete their surveys forms had been held on the 9<sup>th</sup> March. Posters had been put up to remind people to send their completed surveys by the 31<sup>st</sup> March. The results of the survey would be discussed at the Steering Groups next meeting on 24<sup>th</sup> April, and they would be published in the next edition of The Natterjack. It was noted that currently 2 business surveys and 38 resident surveys had been returned.  
The Housing Design Policy written by AECOM had been reviewed and returned for editing. Whilst another branch of AECOM had supplied the necessary documentation to create the Housing Needs Policy for the Neighbourhood Plan.  
Policies for both Green Spaces and Nature were also in preparation.  
It was anticipated that the whole process would be completed and the Neighbourhood Plan ready to adopt by the middle of 2025.
- 12.2 **Update on derelict property on The Street:** it was noted that despite an assurance from Heidi Wedge (Planning Enforcement Officer) that time had been scheduled in March 2024 by the property owners to complete the work to the trees and vegetation, so far, no work had been carried out. It was noted that neighbouring properties continued to be very concerned about the size and safety of the tree at the rear of the property as well as vermin issues. It was AGREED that a further enquiry should

be made with the BCKLWN about the outstanding works and to ascertain whether a tree inspection had been carried out. If the information was not forthcoming an independent visual inspection would be arranged to determine whether immediate work was required on the tree.

- 12.3 **Update on the redevelopment of the Parish Council/Village website and creation of village logo:** the Clerk advised that the website had been created and that a start had been made on uploading content to the new site. The Clerk requested that if anyone had any photographs, they would like to share of the village that could be used specifically for the website this would be appreciated.
- The Clerk advised that Steve Jackman would be happy to train another person to assist with editing the website, to take place in late April. It was noted that he would charge £90 for the half-day training at their address, with follow-on support for a year.
- The Clerk presented a selection of logos for the Parish Council incorporating a Natterjack toad, all of which had been reviewed by Steve Jackman for suitability for the website. One of the options was AGREED upon and would be used on the website and correspondence going forward.

### 13 Open Spaces

- 13.1.1 **To note the funding awarded via the NCC Parish Partnership Scheme and to accept the terms and conditions:** the Clerk advised that two bids had been submitted to the PPS for the Village Gateways at Tattersett Road and a SAM2 Post at Ashside and that funding had been awarded for both. The acceptance letters of both bids were reviewed and AGREED by the Parish Council, to be signed and witnessed by the Chair, Cllr D Niemann and the Clerk respectively.
- 13.2 **To receive an update on the Play Area notice board and approve the project to form part of a funding application to Jack's Lane Community Benefit Fund:** Cllr S Ojelade had circulated both a draft poster and brief for the Play Area notice board art competition prior to the meeting. Cllr S Ojelade was thanked for her time producing the relevant material and liaising with the School. It was AGREED that the details would be forwarded to the School with a competition deadline of 24<sup>th</sup> May 2024. Cllr D Daly confirmed that Kinnertons would be willing to sponsor the prizes for the competition.
- It was AGREED that a quotation would be sourced from Earth Anchors for their A1 outdoor Aluminium Lectern notice board for £904.00. A funding application for the value of the notice board would be submitted to Jack's Lane Community Benefit Fund by the deadline of 16<sup>th</sup> April.
- 13.3 **To consider the preparation of an Emergency Plan:** Cllrs M Bateman, D Niemann and S Ojelade agreed to form a working group to consider preparing the plan. An update would be received at the April meeting.

### 14 Correspondence

To note any general correspondence received:

- 14.1 **Enquiry from Parishioner, Trees, Manor Court:** it was noted that concerns had been raised by a parishioner regarding the size of the trees adjacent to the wall at Manor Court and that they were also blocking the light from the streetlights. It was AGREED that any tree work would need to be organised by residents living at Manor Court. Cllr M Bateman would liaise with a resident living in Manor Court.
15. **A resolution to adjourn the meeting for Parishioners Questions and Statements (if required):** A parishioner enquired whether any action was being taken regarding the flooding on Tattersett Road. It was noted that currently water levels were too high for Highways to carry out any necessary work.
- Mr M White (Vice-Chair, Tattersett Parish Council) thanked the Council for their response that was submitted to the Gypsies, Travellers and Travelling Showpeople Sites and Policy Consultation.
16. **To receive items for next Agenda:** D-Day Celebratory Event.
17. To note the date of the next Parish Council meeting Thursday 18<sup>th</sup> April 2024 at 7.30 p.m.
- Meeting closed: 8.45 pm.

.....Chair

.....Dated

**THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL**