

SYDERSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting Held Thursday 21st September 2023 in Amy Robsart Hall

PRESENT:

- Cllr D Niemann – Chair**
- Cllr M Bateman**
- Cllr P Welland**
- Cllr S Wood**
- Clerk/RFO – Sarah Harvey**
- Borough Councillor C Morley**
- Members of the Public - 3**

1. **Welcome from the Chair:** The Chair welcomed all those present to the meeting.
2. **Apologies for Absence:** received and accepted from Cllrs D Candy and Sade Ojelade.
3. **Declarations of Interest on Agenda Items:** None.
4. The Minutes of the meeting held on 20th July 2023 were circulated before the meeting. It was PROPOSED by Cllr S Wood, SECONDED by Cllr P Welland and AGREED that the minutes were a correct record of the proceedings and signed by the Chair, Cllr D Niemann.
5. **To receive information from Cllr M White (Tattersett Parish Council) regarding the proposed plans for Tattersett Business Park:** it was noted that the presentation had been deferred and a date was to be confirmed.
6. **Parishioner's Questions and Statements (15 minutes):** A member of the public noted that the guttering from the Bus Shelter appeared to be missing. Cllr M Bateman advised that he was aware and that this would be rectified.
7. **To consider the Clerks Report (Matters arising for information only):**
 - Barclays Community Account:** the Clerk advised that Barclays had confirmed that the request to change the mandate had not been received and that the Council had been asked to complete the mandate change forms once again. The Clerk advised that once the paperwork had been completed this would be sent via recorded delivery to Barclays so that the Parish Council could be assured that this had been received.
 - Basketball Post and Playing Area:** it was noted that the work had commenced the week beginning the 18th September by Online Playgrounds (OLP). Cllr D Daly had advised OLP where this was to be sited and had provided access to the playing field for them to carry out the work.
8. **To receive a report from County Councillor Michael Chenery:** none received.
9. **To receive a report from Borough Councillor Chris Morley:** Borough Councillor C Morley advised that the Government were yet to make local authorities aware as to whether they intended to provide more support and/or cap Council Tax going forward. Cllr C Morley advised that Internal Drainage Board costs took 40% of the money raised by Council Tax, which went towards draining the land around the River Ouse. It was noted that a consortium of 15 districts from Hunstanton to The Wash had been formed to lobby Government.

Cllr C Morley advised that the Planning Inspectors following review of the Local Plan had asked for a fuller evidence base to support the plan. It was noted that this had now been addressed and that the additional evidence that had been requested was now available for public consultation. The consultation would last for six weeks and conclude on Friday, 20 October. It was noted that two Planning Update sessions were being held for Parish/Town Councils at the Town Hall on the 10th and 18th October.

Cllr C Morley reported that the new administration were keen to have better interaction with parishes across West Norfolk and that the Leader of the Borough Council, Terry Parish, had invited Chairs of Parish/Town Councils to attend a meeting on 3rd October.

Cllr C Morley advised that the Department of Levelling Up wanted to change permitted development rights mainly in rural areas, so that it was easier to convert redundant barns/outbuildings. It was noted that there were concerns that this would take rights away from local parishes and planning authorities. Cllr C Morley noted that a public consultation was underway regarding the Council Tax Support Scheme. It was hoped that working age people who could not afford to pay would be supported 100% with their Council Tax.

Cllr C Morley advised that he was promoting the West Norfolk Wins community lottery. Further details were available on the homepage of the Borough Council website. Cllr C Morley encouraged everyone to buy tickets each month as the majority of the ticket money went to support local causes across West Norfolk.

Cllr C Morley concluded by advising that the BCKLWN's Corporate Plan would be announced imminently.

10. Planning:

10.1 **To consider plans at the time of publishing:** None

10.2 **To consider plans since publication of agenda:** None.

10.3 **To consider outcomes of planning – approved/withdrawn by the Borough Council.**

23/00876/F Syderstone Merganser 2 Heath Rise - Proposed demolition of conservatory, ground-floor single-storey rear and side extensions, front porch and replacement of windows to existing bungalow.

Application Permitted 24 July 2023 Delegated Decision

23/00966/F Syderstone Old School House Mill Lane - Conversion of existing garage to an annex ancillary to the dwelling.

Application Permitted 25 August 2023 Delegated Decision

10.4 **To note Appeal Decisions for Nursery Lodge Farm, The Street:** appeals were dismissed.

11. Finance:

11.1 **To note accounts for payment under the Late Payments Interest Act (1998):**

101803	Norfolk ALC (Induction Training, SO)	36.00
101804	Norfolk ALC (Induction Training, SW)	36.00
101805	TTSR Ltd (Grounds Maintenance)	307.36
101806	D Niemann (Delivery of Newsletter)	15.00
101807	Paperclip (Printing of Newsletter)	210.80
101808	GMACCS (Annual Donation)	150.00
101809	Clerk's Salary & Expenses (20 th July to 16 th Aug 2023)	308.91
DD	nPower (1 st July to 31 st July 2023)	66.04

11.2 **To approve the accounts for payment in September (list at meeting):**

101810	TTSR Ltd (Grounds Maintenance)	307.36
101811	Clerk's Salary & Expenses (17 th Aug to 20 th Sept 2023)	310.01

11.3 **To note the finance received during July and August 2023:**

Norfolk Community Foundation (Chiplow CBF)	472.00
Newsletter Donation from Ellisium Beauty	35.00

11.4 **To approve the June, July and August 2023 financial statements:** it was AGREED to accept the June, July and August 2023 statements, which were signed by the Chair, Cllr D Niemann.

11.5 **To consider earmarking the unspent CIL money to infrastructure projects:** It was noted that the remaining sum (£5,375.17) should be earmarked towards further infrastructure items which were provided or maintained by the Parish Council and should be spent within five years of receipt. It was agreed to earmark £1,000 towards the Playing Field Shelter project, £1,100 towards Planters for the Village Gateways and £1,500 towards Village Gateways at Tattersett Road/Ashside. The remaining sum of £1,775.17 would be held in general reserves and considered as part of the January budget review.

11.6 **To receive the External Auditor's Report following the Limited Assurance Review of AGAR:** it was noted that the External Auditor's Report and Certificate was still to be received and would be noted on the October agenda.

11.7 **To approve new business advertisers for The Natterjack:** following enquiries from two local businesses it was AGREED that one of the businesses should be invited to advertise in The Natterjack going forward.

12. Parish Councillors Reports

12.1.1 **Village Speed Watch and relocating of SAM2 signs:** Cllr M Bateman reported that the handover for Speed Watch would shortly be completed and that further volunteers had come forward to assist.

Cllr P Welland advised that the SAM2 Sign on Creake Road was to be moved to Docking Road. It was AGREED that the cost should be investigated to enable the SAM2 signs to record data.

12.2 **Attendance at SNAP (Safer Neighbourhood and Policing) Meeting:** Cllr P Welland noted that the main topic discussed at the August SNAP meeting had been speeding and that Hunstanton had an issue with anti-social behaviour. It was noted that the next meeting was to be held on the 4th October and that a post would be placed on Facebook a week before the meeting so that parishioners could advise of any issues requiring Police attention.

12.3 **Playground Weekly Inspection Reports:** no report was received.

12.4 **Monitoring of Street Lights and Fire Hydrant List:** it was noted that there were no issues noted. Cllr P Welland suggested that TTSR Ltd could be approached regarding clearance work around the obscured fire hydrants.

12.5 **NCF – Jack’s Lane Wind Farm Community Fund Panel:** Cllr D Candy had advised via email that there was nothing to report.

12.6 **Defibrillator on wall of ARVH:** Cllr M Bateman advised that the defibrillator was working correctly.

12.7 **Amy Robsart Village Hall Committee:** it was noted that the ‘Pop Up Pub’ held on the 16th September had been a success and that the Village Hall Committee had secured further grant funding to assist towards improving the facilities within the Village Hall.

13. Updates and on-going items

13.1 **Update on Neighbourhood Plan:** it was AGREED that following the Steering Group meeting with Louise Cornell (Planning Consultant) from Collective Community Planning and receipt of the quotation for her professional fees to assist in producing the NDP that she should be appointed. The Clerk would advise Cllr D Daly of the decision.

13.2 **Update on derelict property on The Street:** it was noted that no further update had been received from the BCKLWN, but the work was still ongoing.

14. Playing Field

14.1 **To note the Play Area Inspection Report and approve the costs for any recommended actions:** it was noted that the annual inspection had been carried out on 21st June. It was AGREED that an operational inspection should be carried out on the zip slide and arrangements made for the trees (situated in a public space) to be inspected.

14.2 **To consider a noticeboard/information point for Play Area:** it was noted that signage played an important role in providing information to users for the purposes of reporting accidents, emergency information and damage. The Clerk would investigate the cost to supply a noticeboard or information point for the playing field.

15. Highway Matters

15.1 **To note overgrown hedging concerns:** Cllr M Bateman would liaise with the property owners to ask whether they would reduce their boundary hedging, so that the footway was not obstructed.

15.2 **Highways Community Ranger visit to Syderstone - October 2023:** it was noted that there was a large amount of gravel on the road between the junction with Blenheim Park and the Docking Road.

15.3 **To consider bids to the Norfolk County Council, Parish Partnership Scheme 2024/25:** it was noted that Damien Jeffries (Highways Engineer) had agreed to investigate the feasibility and cost involved for placement of village gateways at Ashside or from Bloodgate Hill on Tattersett Road.

16. Correspondence

To note any general correspondence received:

16.1 **Village Hall Committee, Increase in Letting Charges:** noted.

16.2 **Email from Parishioner, Graffiti on Pathway from BT Phone Box leading to Normans Way:** Cllrs M Bateman and P Welland would look to remove the graffiti.

16.3 **Email from Parishioner, Condition of Pathway from BT Phone Box leading to Normans Way:** it was agreed that gravelled pathway appeared to be in suitable condition and that this had been regavelled recently. It was noted that although this was a cut through there was an adequate path leading to the playing field access via The Street, Mill Lane and Norman Way.

16.4 **BCKLWN, Planning Update Session:** noted.

- 16.5 **BCKLWN, Council Tax Support Scheme 2024/2025 – Consultation:** noted and details were available on the Parish Council and Borough Council websites.
- 16.6 **BCKLWN, Letter to all Parish Council Chairs from the Leader of the Borough Council:** Cllr D Niemann advised that she would be attending on Tuesday 3rd October as Chair of the Council.
- 16.7 **BCKLWN, Consultation on additional evidence base documents, in response to the Inspectors’ letter and note on further work required (30 January 2023):** noted.
- 16.8 **Norfolk Police & Crime Commissioner Budget Consultation 24/25:** noted and details were available on the Parish Council website.

- 17. **A resolution to adjourn the meeting for Parishioners Questions and Statements (if required):** it was suggested that the new basketball and playing area should be posted on the village Facebook page.
Cllr M Bateman, on behalf of a parishioner, thanked the Parish Council for all the work that was undertaken towards the upkeep of the village.

- 18. **To receive items for next Agenda:** none were noted.

- 19. To note the date of the next Parish Council meeting Thursday 19th October 2023 at 7.30 p.m.

Meeting closed: 8.50 pm.

.....Chair

.....Dated

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL