



# Syderstone Parish Council

Parish Clerk: Sarah Harvey, BA Hons  
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## Minutes of the Parish Council Meeting Held Thursday 17<sup>th</sup> April in Amy Robsart Hall

**PRESENT:**  
Cllr D Niemann – Chair  
Cllr D Daly – Vice Chair  
Cllr D Candy  
Cllr P Welland  
Cllr S Wood  
Clerk/RFO – Sarah Harvey  
Members of the Public – 1

1. **Welcome from the Chair:** The Chair welcomed all those present to the meeting.
2. **Apologies for Absence:** apologies for absence were received and accepted from Cllrs K Jordan and S Ojelade. Apologies were noted from Borough Councillor C Morley.
3. **Declarations of Interest on Agenda Items:** None.
4. The Minutes of the meeting held on 20<sup>th</sup> March 2025 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 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 the proposed Barn Owl nesting box, street lighting Mill Lane/The Street, Village Gateways/SAM2 Posts and the Norfolk ALC Gov.uk service. The Clerk advised that the Bleed Kit had been received and would be placed within the defibrillator cabinet, following registration with the East of England Ambulance Service. It was noted that public bleed kits were designed for use by untrained individuals, much like the public defibrillators, in that when you dialled 999 due to a critical bleed the call handler should be able to provide instructions. Fully certified training was noted as being available at £350 +vat, based on up to 12 participants for a half day's training. Also, free online training videos were available on the Daniel Baird Foundation website. It was suggested that the latter be provided on the village/parish Council website and that a feature be included in the summer edition of The Natterjack.
7. **To receive a report from County Councillor Michael Chenery:** no report was made available.
8. **To receive a report from Borough Councillor Chris Morley:** no report was made 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:**  
25/00166/F 6 Glebe Court Creake - New porch to front of property  
Application Permitted 14 March 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 April (list at meeting):**

BCKLWN (Annual Fee for Dog Waste Bin Emptying 2025/26)	1,845.48	BACS
Groundwork UK (Unspent Grant, Neighbourhood Planning)	602.40	BACS

ICO (Data Protection Renewal Fee)	52.00	BACS
Norfolk ALC (Committees, sub-committees, working groups & terms of reference)	36.00	BACS
Westcotec Ltd (2 x SAM2 Sign Batteries)	210.60	BACS
Clerk's Salary & Expenses (20 <sup>th</sup> March to 16 <sup>th</sup> April 2025)	360.98	BACS

10.3 **To note the finance received in March 2025:**

Unity Trust Bank, Instant Access Account (Credit Interest) 92.40

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

10.5 **To approve the appointment of the internal auditor for 2024/25:** it was AGREED that Roger Canwell should be appointed to audit the accounts for the financial year 2024/25, at a cost of £40 to £50. The Clerk would correspond confirming his appointment and to arrange a suitable date prior to the 30<sup>th</sup> May, 2025, for the audit to be undertaken.

11. **Parish Councillors Reports**

11.1 **Village Speedwatch and relocating of SAM2 signs:** Cllr P Welland advised that the 2 x new batteries for the SAM2 Signs had been received and that the SAM2 Signs had not been moved. Speedwatch sessions continued to be carried out on a regular basis.

11.2 **Attendance at the Priority Setting Meeting (formerly SNAP):** Cllr P Welland had attended the meeting held on the 15<sup>th</sup> April and reported that the Police were collecting data from the SAM2 Signs to inform them where best to site speed cameras. It was also noted that anti-social behaviour had also been noted as part of the meeting. Cllr P Welland advised that crime figures were available to view for the local area via the Norfolk Police website. It was noted that the next meeting would be held in July.

11.3 **Playground Weekly Inspection Reports:** Cllr D Daly reported that the swing seats had been replaced and that the Beacon had been installed in preparation for the 8<sup>th</sup> May.

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:** it was noted that the deadline for funding applications was the 24<sup>th</sup> April at midday. Cllr D Candy advised that the maximum grant available to applicants had now increased to £10,000 and that the fund total, estimated at around £35 - £40,000 was open to applications from 8 Parish Councils as well as other charitable groups and organisations

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.

12. **Updates and on-going items**

12.1 **Update on the Neighbourhood Development Plan:** Cllr S Wood advised that the Neighbourhood Plan was undergoing a period of consultation with statutory bodies until mid to late May and would then go to the Legal Examiner, culminating in a Referendum.

12.2 **Update on Emergency Plan:** Cllr D Niemann advised that Cllr S Ojelade had now collated all of the information for the Emergency Plan and a further meeting would be held to identify and discuss any gaps within the Plan. A further update would be received at the May Parish Council meeting.

12.3 **Update on the funding application to Jack's Lane Community Benefit Fund:** It was AGREED to accept a quotation from Online Playgrounds to replace the existing Birds Nest Swing with a 1 Bay Birds Nest Swing, complete with galvanised tubular steel frame and Safagrass matting. The cost for the project would be £5,715 (ex VAT). It was AGREED that a funding application for £5,000 would be submitted to Jack's Lane Community Benefit Fund by the deadline of 24<sup>th</sup> April and the remaining sum of £715.00 would be met by CIL funds.

12.4 **Update on arrangements to mark the 80<sup>th</sup> Anniversary of VE Day:** Cllr D Candy advised that St Mary's Church bells would ring at 6.30pm followed by the beacon being lit as part of a nationwide chain of beacons across the UK on the playing field at 9.30pm. It was noted that there would be a bar available at the Village Hall during the evening. Cllr D Daly would approach the suggested individual to invite them to light the beacon.

The Council reviewed the Beacon Risk Assessment for the 8<sup>th</sup> May 2025 as circulated prior to the meeting. It was RESOLVED that the Risk Assessment be approved and accepted as presented.

13 **The Natterjack**

13.1 **To consider the future management and ways to support the printing/delivery costs of the newsletter:** the Clerk provided a breakdown of the current production costs for The Natterjack including the current deficit, along with suggestions to support financial sustainability. It was considered and AGREED that an approach to additional local businesses for advertising should be

made, to investigate costs of alternate local print services, consider an increase to the Parish Precept in January 2026 to cover any shortfall in cost and an approach would be made to the Pop-lp Pub Committee regarding a donation.

It was AGREED that the Clerk would take over the role as Editor, although the first copy of The Natterjack would be published later – the 1st July, then the normal timetable would resume.

#### 14 Open Spaces

- 14.1 **To note damage to dog waste bin at Creake Road and consider replacement costs and alternative location:** it was AGREED that in order to avoid further damage to the bin in the future, the dog waste bin should be moved further back away from the entrance to field and the PROW. It was AGREED to send a request to two local companies to ask with assistance towards the cost of a new dog waste bin prior to purchase.
- 14.2 **To note damage to streetlight at Norman Way and consider replacement costs:** it was noted that Freebridge had advised of impact damage to the streetlight column near 12 Normas Way. As a result, the column had been deemed unsafe and had been removed by Cozens (UK) Ltd. A quote had been received for £2,450 (ex VAT) for a 5 metre replacement column with LED Lantern. It was considered that as the streetlight was situated on land owned by Freebridge and given the considerable cost involved it was AGREED that an approach should be made to Freebridge regarding replacing the streetlight.
- 14.3 **To approve costs to install door activated lighting at the Telephone Kiosk:** it was AGREED that, in light of the cost and uncertainty regarding the Book Exchange's usage after dark, lighting would not be installed at this time.
- 14.4 **To consider work to the bench outside the Village Hall:** it was AGREED that a request for volunteer to clean/oil the bench would be included in the next edition of The Natterjack.

#### 15 Correspondence

All general correspondence received was considered and noted:

- 15.1 **Great Massingham Area Community Car Scheme AGM**
- 15.2 **PKF Littlejohn, 2024/25 AGAR external auditor instructions.**
- 15.3 **BCKLWN, Dog and Litter Bin Charges**
- 15.4 **BCKLWN, MHCLG Housing Delivery Test Result Recalculation**
16. **A resolution to adjourn the meeting for Parishioners Questions and Statements:** None.
17. **To receive items for next Agenda:** None.
18. **To note the date of the Annual Parish Meeting and Annual Parish Council Meeting – Thursday 15<sup>th</sup> May at 7.00 p.m.**

Meeting closed: 9.00 pm.

.....Chair

.....Dated

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