

# SYDERSTONE PARISH COUNCIL

## Minutes of the Parish Council Meeting Held Thursday 25<sup>th</sup> January in Amy Robsart Hall

**PRESENT:**

- Cllr D Niemann – 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 (until 7.45pm)
- Members of the Public - 2

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1. **Welcome from the Chair:** The Chair welcomed all those present to the meeting.
2. **Apologies for Absence:** apologies were received and accepted from Councillor D Daly. Apologies were also noted from Borough Councillor C Morley.
3. **Declarations of Interest on Agenda Items:** None.
4. The Minutes of the meetings held on 19<sup>th</sup> December 2023 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):** Mr T Chaloner introduced himself as the Village Hall representative for the meeting.
6. **To consider the Clerks Report (Matters arising for information only):**
  - SAM2 Signposts:** the Clerk advised that Damien Jeffries (Highways Engineer) was still yet to visit the village and confirm a new location for the SAM2 post on Ashside and a new location for a post on Tattersett Road.
  - It was noted that the **cableway inspection** (service/retention) was completed on 11<sup>th</sup> January and a number of parts were replaced.
  - Grounds Maintenance:** TTSR Ltd had advised that they had been having problems with their machinery for spiking and rolling and had been forced to decommission it this winter. Therefore, they would not be able to offer this service as part of the upcoming contract.
  - Community Local Independent Lift Team (LIFT):** it was noted that LIFT had received confirmed interest from Syderstone, East Rudham, Harpley and Great Massingham. They were waiting for two more parishes which they would chase up at the end of the month. The next stage would be to convene a meeting to discuss the next steps with the originator of the project.
  - The **Courteenhall Estate** had confirmed that they sold Barmer Hall Estate in August, Robinson Farms (Carbrooke) Ltd was now the contact for Barmer Hall Farm.
7. **To receive a report from County Councillor Michael Chenery:** the Parish Briefing Report and the NCC Members Briefing Reports 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:** Cllr C Morley reported via email that the Borough Council budget was still being finalised and that a little more support was expected from the Government but nowhere near sufficient to fill the funding gap. Subject to Council ratification, the BCKWLN were proposing to increase taxes by the maximum (£4.50 per household plus £0.50 in the Special Expenses pot). It was noted that the BCKLWN would be using their Reserves to balance the budget and would be increasing many fees (such as car parking) by around 10%. Cllr C Morley reported that unless there was a change of plan by the Government, the BCKLWN would be facing a black hole in their revenue accounts in 2 years. Cllr C Morley further commented that the situation was becoming common across the country, and something would have to give but everybody was being

taxed to the hilt as it was. Cllr C Morley advised that he would be doubling Council Tax on second homes from 2025 and that Devolution was around the corner.

## 9. Planning:

### 9.1 To consider plans at the time of publishing:

#### OBJECT

23/01603/F - Proposed Single Storey Extension to Rear to provide accommodation for disabled son at 21 The Broadlands The Street.

It was noted that Borough Councillor C Morley had been asked to call the planning application in so that this would be considered by Planning Committee.

### 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 January (list at meeting):

Cozens (UK) Ltd (Street Lighting Maintenance Dec/Jan/Feb)	90.00	BACS
geViews (Gordon Ellis & Co) (8 x Scenic Planters)	2,239.49	BACS
Fenland Leisure Products Ltd (Cableway Service & Retention)	1,427.76	BACS
Clerk's Salary & Expenses (19 <sup>th</sup> December to 24 <sup>th</sup> January)	322.86	BACS
HMRC (Income Tax Payment)	4.20	BACS
Community Heartbeat Trust (Emergency Telephone System)	100.00	BACS

### 10.2 To note the finance received in December 2023:

Instant Access Account (Credit Interest) 137.09

### 10.3 To approve the December 2023 financial statement: it was AGREED to accept the December 2023 statement, which was signed by the Chair, Cllr D Niemann.

### 10.4 To receive the draft budget and consider and agree the precept for the financial year 2024/25: it was AGREED that the precept would increase by 7.2% (£1,402) to cover the additional costs of electricity, street lighting maintenance, grounds maintenance and staffing costs. It was noted that the increase by Band D property would equate to £4.00 annually or £0.40 over a 10 month payment period for 2024/25.

### 10.5 To approve a transfer of £1867 for Village Planters and £1190 for Cableway Service 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 January payments for authorisation by two Councillors.

## 11. Parish Councillors Reports

### 11.1 Village Speedwatch and relocating of SAM2 signs: Cllr M Bateman reported that the sessions were going very well and that there were many new volunteers taking part. It was noted that the most recent session had taken place on Monday 22<sup>nd</sup> and that another session would be carried out on Friday 26<sup>th</sup>. It was noted that one individual had been caught twice on the same day speeding. It was noted that Cllr P Welland continued to submit the Speedwatch results.

Cllr P Welland advised that the SAM2 Signs were working and that battery changes were being carried out every fortnight.

### 11.2 Attendance at Priority Setting Meeting (formerly SNAP): Cllr P Welland noted that the next meeting was scheduled for February.

### 11.3 Playground Weekly Inspection Reports: Cllr D Daly reported via email that the Willow tree had been trimmed and that trapping still continued in order to alleviate the mole activity.

### 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 at present she had no new information to report.

### 11.6 Defibrillator on wall of ARVH: Cllr M Bateman advised that there were no issues to report.

### 11.7 Amy Robsart Village Hall Committee: Cllr M Bateman reported that the next 'Pop Up Pub' was scheduled for the 2<sup>nd</sup> March. It was noted that going forward a Village Hall representative would attend Parish Council meetings on a rotational basis.

## 12. Updates and on-going items

### 12.1 Update on Neighbourhood Plan and to approve the draft community and business surveys:

Cllr S Wood reported that the Steering Group and Collective Community Planning (CCP), the planning consultants had met in order to confirm the definitive version of the surveys which were to be distributed to resident's homes and businesses and also to confirm the content for the explanatory piece to be included in the next edition of The Natterjack. A copy of each of the draft documents had been circulated to Councillors ahead of the meeting for their consideration and approval.

It was noted that St Mary's Church had agreed to be a collection point, together with the Village Hall for the return of completed survey forms for those who chose not to return them electronically.

Two online meetings had also been held with consultants who were to help with a Housing Needs Policy and a Housing Design Policy. AECOM consultants had attended the village on 18<sup>th</sup> January for an initial evaluation of the current housing stock.

A further Steering Group meeting was to be held on 13<sup>th</sup> February to finalise the text of the evidence base and to confirm which members would be available on Saturday 9<sup>th</sup> March between 1.00pm and 4.00pm in order to assist any villagers with the completion of their survey forms.

The survey forms would be collated ready for the village meeting organised for Saturday 4<sup>th</sup> May where the results of the survey would be presented and discussed.

- 12.2 **Update on derelict property on The Street:** the Clerk advised that Heidi Wedge (Planning Enforcement Officer) was aware that the works to the rear of the property were delayed due to nesting. However, she had recently chased the owners for an update on when the works would be carried out on the overgrown vegetation and once, she had received a response she would then be able to update further. It was AGREED that a further update should be obtained ahead of the February meeting, as it was noted that the nesting season had concluded in September and there were concerns regarding the presence of vermin.
- 12.3 **Update on valuation/servicing of clock within Village Hall:** it was noted that a copy of the clock valuation sheet provided by S Michlmayr had been circulated to Councillors for their information and also to the Parish Council's insurance company. It had been confirmed that the clock would fall under the street furniture section of the policy.  
It was noted that the clock would be returned to the Village Hall on 1<sup>st</sup> February, following which a second quotation for the work would be secured. Cllr M Bateman would liaise with a horologist who lived in the village and believed could help.
- 12.4 **Update on Play Area Noticeboard:** Cllr S Ojelade provided the Council with an update regarding the design for the Play Area noticeboard. It was AGREED that an approach should be made to the Blenheim Park Academy to ask whether children could produce some village themed artwork to fill the available space. Cllr S Ojelade would liaise with a representative from the school. Cllr D Niemann would approach a local business regarding sponsorship for some prizes.
- 12.5 **Update on Post to Village Sign, Mill Lane/Norman Way:** Cllr M Bateman advised that a metal fabricator who lived on Ashside would happily construct a replacement post. Cllr M Bateman advised that a like for like post would cost £325.00 plus an additional cost to have the post galvanised. There would be no charge for fitting. It was AGREED that the work should be carried out and it was noted that there would be a short period of time where there would be no village sign.

### 13. Parish Council Website

- 13.1 **To receive and consider a proposal for the redevelopment of the Parish Council/Village website:** following discussion it was AGREED that Steve Jackman should be asked to develop a new website using the Wix platform. It was noted that the design and setup of the site/training/SEO setup and support for a year, plus Wix hosting would equate to £235.

### 14 Open Spaces

- 14.1 **To note highway issues of concern: Flooding and 30 mph road markings, Docking Road:**  
The Clerk reported that Damien Jeffries (Highways Engineer) had advised that the flooding issue on Docking Road were being resolved now that surface water levels had receded so that they were able to work on the field. It was noted that this was likely to be ongoing for a week or so, but hopefully the flooding issues would be brought to an end.  
It was noted that Damien Jeffries had programmed for 30 roundels to be placed on the roadway when their contractor was next in the area.
- 14.2 **To consider and action feedback from parishioners regarding mobility and accessibility issues:** it was agreed to carry this forward to the February agenda.

- 14.3 **To consider the preparation of an Emergency Plan:** it was agreed to carry this forward to the February agenda.
- 14.4 **To plan/organise a village litter pick:** it was AGREED that a village litter pick should be planned for Sunday 17<sup>th</sup> March and that the litter picking equipment would be reserved for collection from the BCKLWN. The Clerk would update and circulate posters advertising the event nearer the time.

**15 Correspondence**

To note any general correspondence received:

- 15.1 **BCKLWN, West Norfolk Local Hero Awards 2024:** noted.
- 15.2 **BCKLWN, Invitation - Parish Council Chairs Meeting - 21 February 2024:** noted.
- 15.3 **RAF Bircham Newton Heritage Centre opening dates:** noted and would be added to the website and notice boards.

- 16. **A resolution to adjourn the meeting for Parishioners Questions and Statements (if required):**  
A parishioner asked whether there was a lead time on delivery of the planters. Also, whether there would be provision for the Local History Group to make use of the new Parish Council/Village website.

- 17. **To receive items for next Agenda:** 80<sup>th</sup> Anniversary of D-Day, Logo Creation for Village/Website

- 18. To note the date of the next Parish Council meeting Thursday 15<sup>th</sup> February 2024 at 7.30 p.m.

Meeting closed: 9.10 pm.

.....Chair

.....Dated

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