



SOUTH CREAKE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting of South Creake Parish Council held in the Memorial Pavilion on Monday 13th of May 2024, from 7.45pm.

Present: Councillors, P. Abbey, J Amor, S Baldwin, P Collins, L Goodall, R Chantree and T Allen (from 20.17)
Parish Clerk. .

Members of Public: 1

1. Election of Chair - Cllr Chantree proposed Cllr Abbey and Cllr Goodall seconded. All in favour.
2. Election of Vice Chair – Cllr Abbey proposed Cllr Allen and Cllr Chantree seconded. All in favour.
3. The Chair welcomed all those present to the meeting
4. **Apologies:** Cllrs Morley, Rosen and Sexton.
5. **Declarations of Interest on Agenda Items:** Cllr Allen re planning application 24/00541/F
6. **Minutes**
The Minutes of the meeting held on 15th of April 2024 were proposed by Cllr Collins, seconded by Cllr Baldwin, and all in favour who were present at that meeting.
7. **Parishioner’s Questions and Statements:** None
8. **Reports from County and Borough Councillors**
As per Annual Parish Meeting
9. **Matters Arising:**
 - a. Flooding – The clerk had attended the new Norfolk Ground Water Challenges meeting on the 8th of May which included members of Anglian Water, Environment Agency, Flood Alliance, Norfolk County Council, Borough Council of King’s Lynn & West Norfolk, James Wild MP and Water Management Alliance. This is to look at working together on flooding issues.
 - b. Wood carvings – The carving of Jess the dog is complete and will be placed at the end of the new bench, hopefully before the June meeting.
10. **Open Spaces:**
 - a. SAM2 signs – Cllrs Abbey advised that a data download would take place soon.
11. **Footway/ Lighting** – no issues reported

12. Finance

- a. To approve the May (to date) payments – Proposed Cllr Collins, seconded Cllr Chantree, and all in favour.
- b. To approve the April bank reconciliation, bank statements and payments/receipts – proposed Cllr Abbey, seconded Cllr Collins, and all in favour. £59,916.21 in the bank accounts to 30.4.24
- c. To approve and sign the AGAR, section 1 & 2, approve the internal auditor and variance reports. Proposed Cllr Collins, seconded Cllr Abbey and all in favour.
- d. Santander account closure discussed, and Cllr Goodall has signed and returned the letter of closure.
- e. The insurance renewal was approved by all with an increase of £70.
- f. Clerk hours – Cllr Abbey advised that the clerk was regularly working more than 4 hours a week and 5 hours a week was proposed by Cllr Abbey, seconded by Cllr Collins and all in favour.

13. Correspondence:

- a. Clerks Report: AGAR, public notice and variance reports completed. Issues with SSE Electricity being out of contract and no updated from Indigo Swan. Cllr Chantree agreed to help. ACTION CB/RC
Playground inspection due within the next week. .gov.uk emails discussed, and it was agreed by all to go ahead with the NALC quote. ACTION: CB
- b. Complaint received from a parishioner regarding the first cut of the playing field leaving grass cuttings. As the first cut, it was very long following the flooding.
- c. Items for the next newsletter – May Craft Fair, Flooding meeting, request for parishioners to attend meetings.
- d. Request from Wells Maltings to put an events poster on the noticeboard – agreed and copy of May events given to Cllr Abbey.
- d. Reserved on the public highways, this has been confirmed as illegal by Highways and a letter signed for a property on Back Street which would be hand delivered tonight.
- e. Beacon for events – decided not to go ahead with this.
- f. Littler Pick suggestion has been received and request for volunteers to go on the newsletter. This would not be a parish council event.
- g. Complaints received regarding damaged caused to the playing field by the recent grass cut and clerk to write to TTSR. ACTION: CB

14. Highways Matters

- a. There are 3 drains in Burnham Road, near Winsom Drive that are full of sand and clerk to report.
- b. A number of potholes have now been filled.

15. Planning

- a. To consider new applications at the time of publishing & after:
24/00541/F – change of use from Garden Lodge to Worker Accommodation at Morleys Farm – Agreed to support as offering employment to a local business.
24/00835/F – Replacement outbuilding for use as annex at 35 Bluestone Road – Agreed to no observations.
- b. To note application decisions: None
- c. Appeal to refusal- 23/00066/REF | Construction of new garage for Goldcrest House | Goldcrest House Avondale Road South Creake – Appeal in progress
Horseshoe Farm Roman Road South Creake Norfolk - Alleged unoperational development – Appeal in progress

16. Allotment Matters

To receive a report from the Allotment Subgroup:

Plots 31b and 29b have new tenants who are installing fencing this week.

Plots 26b and 27b have been relinquished and a new tenant has taken over.

There is still some rubbish in the Back Street Allotments and clerk to email the new tenant at the same time as sending out the new agreements and request the deposit needed for the 2 new half plots. This will include the new terms and conditions for keeping birds.

Plot 33b is unallocated as it needs to be cleared – agreement to get a skip in to get it cleared and then get the plot strimmed afterwards.

Rental income, including deposits, for this financial year continues to come in and we have 7 tenants who have not paid yet. Reminders to be sent out before the next meeting.

It was agreed that the paddocks should be separate from the smaller plots.

There are 4 people on the waiting list and allocation of vacant plots to take place asap.

Terms of Letting – we should send out to all new tenants as they are reallocated. All other tenants will also need a copy. No update on plot 1 and no payment has been received. There is no access so this needs to be sorted out.

Agreed to put a basic plan of plots & numbers on each site.

15.To propose items for the Parish Council website: an allotment page when we have all the updated information as previously discussed.

16. Parishioner’s Participation: None

17. Date of next Parish Council meeting and any agenda items:

It was noted that the next meeting to be held on Monday 3rd June 2024.

The Chairman thanked everyone for attending.

Meeting closed: 20.52

APPROVED MAY PAYMENTS

C Boyden	Salary	244.76	
HMRC	PAYE	61.00	
C Boyden	Expenses March-May 24	66.45	
SSE	electricity	102.19	Standing Order
NALC	Annual subscription	179.18	
Cozens	March/April/May	36.00	
Gallagher	Insurance	1656.44	

Signed :

Date