

# SOUTH CREAKE PARISH COUNCIL

Minutes of the Parish Council Meeting of South Creake Parish Council held in the Memorial Pavilion on Monday 6<sup>th</sup> February, 2023, at 7.00pm.

Present: Councillors, P Abbey (Chair), T Allen, S Baldwin, P Collins, L Goodall, B Sexton, the Clerk, Sarah Harvey.

Borough Councillor C Morley.

Member of Public: 8

1. The Chair welcomed all those present to the meeting.

2. **Apologies**

Apologies for absence were noted and accepted from Cllrs B Rosen and R Chantree.

3. **Declarations of Interest on Agenda Items**

None.

4. **Minutes**

The Minutes of the meeting held on 11<sup>th</sup> January 2023 were PROPOSED by Cllr P Collins, SECONDED by Cllr L Goodall and APPROVED as a correct record of the proceedings and signed by the Chair, Cllr P Abbey.

5. **Parishioner's Questions and Statements**

Mr P Hart (Secretary, SCWMI Committee) reported that an added attraction to the Memorial Pavilion Winter Warmer sessions was the provision of a free Soup and Scone lunch, starting on Thursday 9<sup>th</sup> February at 12.30pm. This had been funded by Norfolk Community Foundation and would continue until the end of March. It was noted that previous sessions had been increasingly well attended and that village people were most welcome to attend for part or all of the afternoon.

A parishioner suggested that following the recent data report from the SAM2 sign sited along Fakenham Road and the number of vehicles passing through the village along the B1355, that a footpath/trod should be installed from Burnside to Elanjay, Fakenham Road.

Cllr P Abbey reported concerns on behalf of a parishioner regarding the anti-social behaviour of two teenage boys. The parishioner had reported that the school had dealt with the situation and the parents/grandparents had been informed.

6. **Reports from County and Borough Councillors and Police**

Apologies for absence were received from County Councillor M Chenery of Horsburgh.

Cllr C Morley reported that County Councillors had agreed to progress a £600 million County Deal that would transfer more powers and funding from the Government to Norfolk. From 2024 onwards, this would enable the County Council to target funding and resources to Norfolk's own priorities, with a new investment fund of £20m per year for 30 years. It was noted that Norfolk had received £500,000 towards a 1,500 job brownfield development in King's Lynn, in the first Government funding to be received under the county's devolution deal.

Cllr C Morley reported that the government had introduced a requirement from 4<sup>th</sup> May for voters to show photo ID when voting at a polling station at some elections.

Cllr C Morley advised that it had been proposed that the borough's portion of the council tax bill would be increased by around £5 for the entire year on an average Band D Property. The increase on lower banded properties would be less than this amount. It was suggested that the County Council would increase their portion of the council tax bill by 5%.

Cllr C Morley reported that £1.5 million had been made available through the Government's Rural England Prosperity Fund. The fund could be used to support capital projects for small businesses and communities, in particular where those projects had a wider benefit to the local economy. The

Department of Levelling Up had also made £1.7 million available to house 14 Ukrainian families and 2 larger homes for Afghan families. It was noted that in order to deliver this project further funding would need to be sought.

**7. Clerks Report:**

The Clerk went through her report and updated the Council on matters from the previous month. The series of potholes along The Green/front Street were reported to the Highways Engineer for the inspector to programme for repair. The majority of these had now been filled. The LED streetlight was replaced outside St Mary's Church the week commencing the 30<sup>th</sup> January.

**8. Co-option – To proceed with the co-option process to fill one Parish Councillor vacancy.**

It was noted that there was one Parish Councillor vacancy that was to be filled by co-option and that one application had been received from a qualifying candidate who had submitted a written statement to the Council to support their case for co-option. The vacant seat was dealt with, and the Chair called for votes for the nominee. Following a vote by ballot paper, Jacqueline Amor received a majority and was successfully co-opted on to the Council.

It was noted that the Borough Council would be advised that the casual vacancy had been filled and the relevant forms would be made available to the new Councillor to complete before the March meeting.

**9. Open Spaces**

- a. **SAM2 Speed Signs: To receive a data report from the SAM2 Signs:** Cllr P Abbey and Cllr B Sexton would download the data and make this available at the March meeting.
- b. **To receive an update regarding the Land Registry Title for the Playing Field and draft lease for land at Burnside and to agree an annual rent:** it was noted that Roger Taylor (Wellers Hedley) was in the process of formalising the application for the Council's title to the land, as it did not form part of the registered title to the adjoining playing field. The Clerk had supplied the conveyance of land in 1908 by Viscount Coke and had responded to a number of questions regarding the land rented to Burnside should the application have to be prepared on the basis of adverse possession. The Tenancy Agreement drafted by Butcher Andrews had been received by Roger Taylor (Wellers Hedley). The Council AGREED that a rent of £25.00 per year should continue to be sought from the tenants.

**10. Footway Lighting**

- a. **To note any streetlights requiring attention:** None.
- b. **To receive quotations for a fixed term electricity contract for parish street lighting:** it was noted that UKPN had updated the unmetered supply certificate to reflect that all of the old sodium street lighting had been updated to LED's. As a result, a credit dated from October 2021 has been received by the Council for £7,950.83.

It was noted that Cllr R Chantree had also been liaising with Indigo Swan who had failed to provide a fixed rate contract for February (having promised us a maximum unit charge). Cllr R Chantree had advised that he would contact suppliers who provided an unmetered supply on his return.

A vote of thanks was given to Cllr R Chantree for his work on behalf of the Council in relation to the unmetered supply certificate and researching fixed rate contracts.

**11. Finance**

- a. **To note accounts for payment under the Late Payments Interest Act (1998):** None.
- b. **To approve the accounts for payment (see below).**

South Creake Memorial Pavilion (Hire Charges, 2021)	126.00	BACS
South Creake Memorial Pavilion (Hire Charges, 2022)	124.00	BACS
Miss S Harvey (Wix - Domain Name, southcreakepc.info)	12.46	BACS
Miss S Harvey (Wix - Hosting, southcreakepc.info)	93.60	BACS

It was PROPOSED by Cllr P Collins, SECONDED by Cllr B Sexton and AGREED that all outstanding accounts be paid.

- c. **To note the finances received during January 2023:** None.
- d. **To approve the January 2023 financial statement:** The financial statement for January 2023, was considered, approved and signed by the Chairman.

- e. **To approve the revised precept requirement for the financial year 2023/24:** it was AGREED that in view of the significant saving made in terms of electricity costs for street lighting the precepted figure should be reduced to £2500 for the year. In summary the new precept figure was AGREED as £16,336 which equated to an annual payment per Band D property of £58.78.
- f. **To agree the closure of the Santander Business account and transfer of funds to the Unity Trust Instant Access account:** the Clerk advised that the Santander Business account currently attracted an interest rate of 0.5% as opposed to the Unity Trust Instant Access account which attracted an interest rate of 1.70%. It was PROPOSED by Cllr B Sexton, SECONDED by Cllr P Collins that the Santander Business account should be closed and the funds withdrawn to the Unity Trust Instant Access account.
- g. **To approve the cost of Understanding Planning course for Councillors:** it was noted that Cllrs P Abbey, J Amor, S Baldwin, R Chantree, L Goodall and B Rosen had expressed an interest in attending the course. With limited spaces available on the 28<sup>th</sup> February course, further places would be secured on the next course for the remaining Councillors. It was noted that the cost for subscribers was £48 per Councillor.
- h. **To approve the cost of Preparing for the 2023 Elections training:** it was AGREED that the Clerk should attend the course. The combined cost of the course would be divided between the four Parish Councils that employed the Clerk, the cost to each Parish Council would be £9.00.

## 11. Correspondence

### To note any general correspondence received.

- a. **Letter from Parishioner, Industrial Waste Bin, Leicester Rd:** Cllr L Goodall advised that the bin had remained on the edge of the roadway as the waste removal company had failed to empty the bin on several occasions. This had now been removed from the roadside and returned to the premises.
- b. **Egmere Energy Community Fund 2023:** applications were being invited for the Egmere Energy Fund, deadline for applications was noted as the 30<sup>th</sup> April, 2023.
- c. **BCKLWN, Defibrillator Funding Scheme:** the BCKWLN had announced a £50k funding scheme to provide community defibrillators across the borough. They would fully fund up to a maximum of £1,000. The scheme was launched on 1<sup>st</sup> February. Any questions could be sent to Sarah Dennis, who was the co-ordinator for the scheme. Her email address is [sarah.dennis@west-norfolk.gov.uk](mailto:sarah.dennis@west-norfolk.gov.uk). The Clerk would ascertain the potential cost for a defibrillator and external locked cabinet from the Community Heartbeat Trust.

## 12. Highways Matters

- a. **Matters reported to the Clerk prior to the meeting:** None.

## 13. Planning

- a. **To consider plans at the time of publishing:** None.
- b. **To consider plans since publication of agenda:** None.
- c. **To note applications approved/refused by Borough Planning Control:** None.

## 14. Allotment Matters

- a. **To receive a report from the Allotment Subgroup.**
  - **Letter from allotment tenant, allotments 34 - 36 Back Street:** it was noted that the current tenant wished to relinquish the allotments at the end of March 2023.
  - **Letter from allotment tenant, allotments 46-51 Leicester Road:** the Clerk clarified that following the current tenants offer to clear the allotments and mark out the plots for future use – a £10 fee for each allotment had been requested for doing this. A total fee of £60 to be deducted from the total rent due in 2023.
- b. **To consider any other matters (for information only):** None.

## 15. To propose items for the Parish Council website: None.

## 16. Parishioner's Participation

A parishioner commented on the failure of the contractor to reduce the height of the playing field hedging satisfactorily.

A parishioner commented that the footpath adjacent to Rosedene, remained obstructed with vegetation forcing pedestrians to walk in the road.

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

It was noted that the next meeting was to be held on Monday 6<sup>th</sup> March, 2023 at 7.00pm.

Meeting closed: 8.40 pm.

.....Chairman

.....Dated

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