

**SOUTHERY PARISH COUNCIL**  
**Minutes of the Ordinary Meeting of the Parish Council**  
**Held on Wednesday 8<sup>th</sup> November 2023 at 7.00pm**  
**In Southery Village Hall**

**Public Comments / Questions on Parish Issues.**

*An opportunity for public comments and questions. Items relevant to the agenda will be incorporated into later discussions. All new items will be noted for the next meeting.* This item was moved to after item 155/23.

**153/23 To record the names of those present**

Cllr R Whitehead – Chair of meeting, Cllr D Smith, Cllr S Welch, Cllr C Whitehead, Cllr T Feltwell and Cllr C Copsey

1 member of the public

G Robinson – Clerk and RFO

In the absence of the Chair and Vice Chair, Cllr Edwards proposed that Cllr Whitehead Chair the meeting. This was seconded by Cllr Smith and all agreed. It was **resolved** that Cllr Whitehead would Chair the meeting.

**154/23 To consider and approve apologies for absence**

It was **resolved** to accept apologies from Cllr A Youngs, Cllrs A Osler and Cllr J Osler.

**155/23 To receive Declarations of Interest on Agenda Items and Dispensation Requests**

There were no declarations of interest.

Member of the public was invited to speak.

The parishioner raised questions about issues in the village that require improvement. The Clerk will follow these matters up to get them improved

**156/23 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 11th October**

Page 4 item 150/23 To consider changing banking provision – ‘this was seconded by Cllr’ was removed. Item 150/23 was re-lettered from ‘a to h’. Once these amendments were made Cllr Welch proposed that the minutes were a true and accurate of the meeting, this was seconded by Cllr Smith and all agreed.

### **157/23 Matters Arising (Clerks Report)**

Cllr Edwards is kindly willing to attend site visits with grounds maintenance contractors that would like to provide a quote for the 2024 season. Cllr Whitehead agreed to assist with these site meetings.

Memorial application for H Crofts – Councillors were happy with the details of this application.

Meeting with A Wallace regarding:

- School Keep Clear markings for extension
- Junction improvements, though A Wallace is not sure what can be done without major expense
- Regarding study of heavy goods vehicles passing through village
- Cllr Feltwell and Cllr Smith to meet with A Wallace – Clerk to arrange meeting details.

Lighting columns – Confirmation received that the 3 columns were certified, and attached copies received. The Parish Council was asked if they want to inspect the lighting before taking them over? It was agreed that yes the Parish Council would like K&M lighting to look at the lights. If lights are LED and good the Clerk is delegated to sign the documents.

### **158/23 To receive an update from County or Borough Councillors**

Not in attendance.

### **159/23 To Note Any Councillors Concerns or items for next meeting and note forward work programme.**

- Top of Feltwell Road is in a tip and has not been done properly. Clerk to raise with A Wallace.
- Cllr Welch discussed D Day celebrations for the village. It was noted that a Bruno peak application has to be made. It was agreed this should be an agenda item for the February meeting.
- Cllr A Osler reported via Cllr Edwards that various areas in the village have a lot of rubbish. It was **resolved** the Clerk would report this to the Highway Rangers.
- Clerk to check that the bollard has been put back in place at the end of Westgate Street.
- Vegetation around the School sign has not been cut back enough – Clerk to ask Handyman to have a look at this again.
- Path at Ferry Bank – Cllr Edward will inspect the area again to find out if this has been cleared and if not, the Clerk will report again.
- Lights out on Ferry Bank - Cllr Feltwell to let the Clerk know the numbers of the light for reporting.

- Pot holes on Feltwell Road and on Upgate Street. It was felt the road is not sufficient for the amount of lorries going along it – Cllr Feltwell to take pictures and forward to the Clerk for reporting.
- Banking – Clerk to arrange an appointment to go into the bank to change details.
- Path on Churchgate Street has some fallen branches in front of church and churned up more of the path – Cllr Smith to send pictures to the Clerk.
- A parishioner asked about the Christmas light switch on, asking if something more exciting could be done this year at the Werehen. Swish would be happy to help out with a Santa Clause at the Werehen for the light switch on. WI are going to do the mince pies, Cllr A Osler and Cllr J Osler are providing mulled wine. Councillors liked the idea of Santa coming to the church.
- The Clerk noted that the Campsey entrance problem has already been reported.
- The white lines are very faded – Cllr Whitehead will take a picture and send to the Clerk so they can be reported to Highways.

#### **160/23 To approve any Handyman work**

- Bus shelters and Mill Road leaves to be cleared
- Clerk to request extra slate pieces to be added to the cremation area.
- Water butt needs filling up

#### **160/23 Annual Review of Handyperson Contract Renewal**

It was **resolved** that the Councillors would like the Handy person to continue working for the Parish Council.

#### **161/23 Review of Grounds Maintenance Contract**

Considered earlier in the meeting.

#### **162/23 To note the end of the Village Voice magazine and to discuss a possible way forward as a result of this**

Cllr Smith noted that a village magazine (village voice) is very important and people rely on this paper format rather than all correspondence being via social media. He suggested that Church, Swich, FOSA/School play group, Village Hall, Parish Council, WI should come together to populate the pages with content. A 6 page copy for 600 properties at £70 per month. Cllr Smith is willing to coordinate the bringing together content. Would like to see each group to contribute to funding and content. It was agreed that a meeting be arranged to see if this could be possible. Cllr Smith would like to take this community necessity forward. Cllr Smith to reach out to the current holder of the printer to get it back and for the bank account to be passed on too.

### 163/23 To consider Norfolk County Council Parish Partnership Funding

It was **resolved** that the Clerk should apply for the layby to be cleared and a bench.

Clerk to follow up on the bridge application with Cllr White - reminder.

### 164/23 To consider financial business

- a) To receive bank account balances  
Not available until bank mandate has been changed.
- b) To receive details of income received  
None.
- c) To consider the recommended payments, and agree those in line with the budget

A Stannard	£63.00
CGM Inv 257007	£338.40 pay cemetery part not play area
Hodson office supplies Inv 137134	£43.18
Southery Village Hall Inv SVH292	£12.00
Clerk wage	£287.63
HMRC	£0
K&M Lighting Inv 8356	£70.83
- d) First Draft Precept and Budget 2023/24  
To be considered at the next meeting.
- e) To receive a report on the Village Hall finance  
Cllr Smith noted no full report as yet but most paper work has been received so a full audit can be done. Cllr Smith discussed the trustee membership.

### 165/23 To consider planning items

#### Applications

Any applications that appear on the Borough Council planning portal up to the date of the meeting that require the consultation of the Parish Council will be considered by the Councillors at their scheduled meeting, even if they are not listed below.

#### Applications

23/01959/F Construction of one dwelling & garage following demolition of existing bungalow and outbuildings at 20 Lynn Road Southery

It was **resolved** to support the application.

#### Decisions

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- 23/01555/F Southery 21 Lynn Road Southery Downham Market Norfolk PE38 0HU - Proposed first floor rear extension and single storey side entrance porch Application Refused 18 October 2023 Delegated Decision

- 23/01167/F Southery Further Fen Farm Further Fen Lane Southery Downham Market Norfolk PE38 0HS - Proposed Dwelling for Farm Manager Accommodation including a new weighbridge office, driver facilities Application Refused 26 October 2023 Delegated Decision  
Correspondence

**166/23 To consider invitation for D-Day 80 celebrations**

Feb agenda item as agreed earlier in the meeting.

**167/23 To Note Date of next meeting Wednesday 13th December 2023 at 7pm in the Southery Village Hall**

Councillors noted the date of the next meeting.

**168/23 To resolve to the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1 (2)**

- Wicksteed inspection service inspection 2 site £264 plus VAT booking for January 2024. Last inspected 4<sup>th</sup> January 2024. It was **resolved** this inspection should be requested.