

SOUTHERY PARISH COUNCIL
Minutes of the Ordinary Meeting of the Parish Council
Held on Wednesday 11th October 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.

No members of the public currently in attendance.

137/23 To record the names of those present

Cllr A Osler - Vice Chair, Cllr J Osler, Cllr S Welch, Cllr D Smith,
Cllr R Whitehead, Cllr T Feltwell and Cllr C Edwards

Ward Cllr M Storey

G Robinson - Clerk and RFO

138/23 To consider and approve apologies for absence

It was **resolved** to accept apologies from Cllr Copsey and Cllr A Youngs.

139/23 To receive Declarations of Interest on Agenda Items and Dispensation requests

Cllr A Osler and Cllr J Osler declared an interest on planning application 23/01693/F and did not take part in the discussion or resolution of this time.

The Clerk distributed the dispensation request forms for Councillors to complete if necessary.

140/23 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 13th September 2023

It was **resolved** to approved the minutes as a true an accurate record of the meeting and they were duly signed by the Vice Chair.

Cllr Welch asked if the 'undertaking' form was signed and forwarded to the solicitor in relation to the Orchard Way lighting. The Clerk confirmed that it had been sent to the solicitor.

141/23 Matters Arising (Clerks Report)

The Clerk reported that planning decisions would be reported later in the meeting and there were no other reports to give.

142/23 To receive an update from County or Borough Councillors

Cllr Stoney reported:

That crucial crew event for year 6 children is happening again this year. They will have a chance to take part.

Healthy eating scheme now happening.

Looking to recruit more volunteer drivers for local schemes.

Support for getting into employment scheme is being offered.

County deal is still being considered, the public will have the opportunity to elect the leader to head this. Still up to the people to decide if this goes ahead, and Cllr Storey will keep the Parish Council up to date on the progress of this.

QE new hospital is being developed currently and will be finished by 2030.

Planning matters are still a contentious issue in Parish councils, there is a new chair for this committee. All meetings are live on Youtube every Monday for people to view.

New leader is doing a good job at county too.

Public participation

Member of the public was invited to speak as they had just arrived 7.13pm discussed speeding in the village. And what they had observed in the village. Councillors discussed the speed limit signs. Would like a 30mph speed limit sign on Feltwell Road. It is both cars and lorries that are speeding. Parishioner feels there is no speed signs or school sign near the school. It was acknowledged that the traffic in the village is getting far worse in terms of the volume of traffic. The are 20mph signs are for lorries. It was felt that more 20mph signs are needed in the village to remind drivers. Cllr Storey discussed this issue and noted that lorries have been an issue for along time and lorries are now getting much larger. Advised that if registration numbers could be gained then the company can be rung up to report the issue. Ask highways to come out and study this issue to see if they can help. The school would like to get involved and perhaps the Zig Zags could be increased. At the T junction on Feltwell Road is a problem. It was agreed that there needs to be a visit from A Wallace at highways. Cllr Storey suggested that individuals write into highways to express their concerns.

143/23 To Note Any Councillors Concerns or items for next meeting and note forward work programme.

Cllr Whitehead - Playing field - Toilet behind hut needs clearing, goal post needs put into a good position or removed to make area tidier. Play area of grass not cut again. Bin is full , Clerk to ask handy man to clear bin.

Clerk to ask bowls club to not drive the full distance to the entrance of the club, they need to keep to the car park.

Garage is in poor repair and perhaps needs to be repaired or replaced. Clerk to ask handyman and Mr Pink to consider making repairs.

New exist on Campsey Road onto the junction a property has created a new exit from their property - Clerk confirmed this has already been reported this. Clerk received phone call concerns about this during the month. Clerk needs to follow up because no response yet from planning enforcement.

Cllr Smith - over grown path going out onto the A10 - Clerk to report.

Cllr Edwards - play area has not been cut and cemetery not weed killed, Clerk to follow up with CGM.

Cllr A Osler - Highway Rangers need to clean the white gates on their next visit.

144/23 To approve any Handyman work

- Water butt needs filling.
- Weeds and brambles need cutting and removing.
- Weeds need pulling out
- Bed on the Werehen need cutting out and edging

145/23 To consider Christmas Event (Including Event and Music Licences and Road Closures) - update

The Church, WI with the Parish Council are organising events.

146/23 To consider Remembrance Sunday Arrangements and Purchase of Two Wreaths

The Clerk confirmed they had been ordered and would be ready for collection.

147/23 To consider and approve Equality Policy - Sept 2023

No changes necessary, it was **resolved** to adopt the policy.

148/23 To consider Norfolk County Council Parish Partnership Funding

Clerk to contact T White regarding the PP funding from 2022/23.

149/23 To consider the Cemetery Management Policy and any amendments necessary

Clerk noted BCKLWN policy, which does not allow trees or shrubs to be planted in their cemetery. The members discussed the cemetery and noted that there are just 2 trees currently. It was **resolved** that as they have been there many years they should be allowed to remain in place. However, they should be cut to the level to the headstones and kept trimmed around the edges.

150/23 To consider financial business

- a) To receive bank account balances
No details at present.
- b) To receive details of income received
None
- c) To consider the recommended payments, and agree those in line with the budget

Clerks wages	£287.63
HMRC	£0
K&M Lighting	£70.83
A Stannard	£136.00
CGM	£446.40
Village Hall	£12.00
PKF Littlejohn	£252.00

It was **resolved** to make the above payments with the exemption of CGM, where charges relating to the playfield cut should not be paid at this time at the play area has not been cut.

- d) To receive the External Auditors closure review letter
Members noted the receipt of this letter.
- e) To consider External Auditors Limited Assurance Opinion for 2022/23
Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The AGAR was not accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparatives when completing next year's AGAR.:
 - Information received from the smaller authority indicates that an asset was incorrectly included in Section 2, Box 9. The figure in Box 9 should read £244,295.Other matters not affecting our opinion which we draw to the attention of the authority:
None.
- a) To consider changing banking provision
The Clerk presented details of Unity Trust Bank. Cllr Welch proposed that the Parish Council changes its banking provide to UTB, this was seconded by Cllr A Osler and all agreed.
- b) To consider banking authorisation levels/signatories
It was **resolved** that Cllr Welch, Cllr Feltwell, Cllr Whitehead and Cllr Smith would be signatories and have online access to UTB to approve payments.

- c) To consider making a rental charge to organisations using the village playing field to assist with funding payments incurred with the up keep of the playing field and associated facilities
- After discussion it was **resolved** that the Clerk would arrange a meeting with the Bowls club to outline a proposal to make a rental charge. It was agreed that Cllr Edwards, Cllr Welch, Cllr Whitehead and Cllr Copsey, with the Clerk, would attend if available.

150/23 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.

- 23/01693/F Southery 562805 295301 Proposed erection of cottage and barn/carport Blackburn Drove Ringmore Road Southery Norfolk.
Cllr A Osler and Cllr J Osler declared an interest.
It was noted that this application has previously been made but is was refused because it is outside the planning boundary.
After a discussion Cllr Welsh proposed that the application be supported, with the additional comment that it is a good use of an isolated building and will enhance the area. This was seconded by Cllr Edwards, and all councillors supported the application.
- 23/01698/F Southery 561785 294490 Conversion of Chapel to Dwelling.
Methodist Chapel Ferry Bank Southery Norfolk
Cllr Welch proposed to support the application, this was seconded by Cllr A Osler and all agreed.
- 23/01700/F "Retrospective" Extension to rear of the property at 65 Recreation Drive Southery Downham Market Norfolk PE38 0NB
It was resolved to support the application.

Decisions

23/01379/F Southery 15 Hall Close Southery Downham Market Norfolk PE38 0NN - Extension above existing single storey extension and infill extension.
Application Permitted 21 September 2023 Delegated Decision

23/01332/F Southery Riverside House Creek Lane Brandon Creek Southery Norfolk PE38 0PR - Extension and Alterations Application Permitted 22 September 2023 Delegated Decision

Correspondence

151/23 To Note Date of next meeting Wednesday 8th November 2023 at 7 pm in the Southery Village Hall

- Agenda item for next meeting - Village hall finance

152/23 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)

- To consider quotes and matters relating to the cemetery fence - Wood is now rotten of existing and needs replacing. Cllr Whitehead to meet contractors and clerk to arrange.