

**SOUTHERY PARISH COUNCIL**  
**Minutes of the Ordinary Meeting of the Parish Council**  
**Held Wednesday 12th April 2023 at 7pm**  
**In the Southery Village Hall**

**41/23 To record the names of those present**

Cllr Alison Young - Chair  
Cllr Annette Osler - Vice Chair  
Cllr Roger Whitehead  
Cllr Susan Welch  
Cllr Crispin Copsey  
Cllr Javey Osler

In attendance  
Members of the public - 0  
Cllr Martin Storey

**Public comments/Question on parish issues**

An opportunity for public comments and questions. Items relevant to the agenda will be incorporated into later discussion. All new items will be noted for the next meeting.

**42/23 To consider and approve apologies for absence and approve all absences approved for past six months**

It was **resolved** to accept apologies from Cllr Chris Edwards.

**43/23 To receive declarations of interest on agendas items and `dispensation requests**

Cllr Osler and Cllr Youngs declared an interest on payments.

**44/23 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 8th March 2023 and note matters arising**

It was **resolved** to approve the minutes as a true and accurate record of the meeting and they were duly signed by the Chair. (All in favour).

**Matters arising/Clerk's report**

The Clerk reported on the following matters:

Bowls club

The lock was smashed off and a new lock has been put on with the same code.

Roof tiles concern

This has been reported to both local and national H&E bodies (BCKLWN and Executive) they put me to the other body so I have said I have provided information and up to them how they proceed.

Road/path/tiles/pot holes/flytipping/bollards

All matters reported as requested. Clerk requested that photos of the problems accompany details of the problem as they support the report so that the matter is correctly report and in the correct place.

Governments grant provider

The Parish Council is now signed up for this to be notified of grants and let other organisations in the village will be notified if relevant.

Brambles on field next to cemetery

Owner is not prepared to cut them back so they don't come onto the cemetery. But is happy for the Parish Council to cut to the fence line.

Mobile home and containers

Update - Mobile home is occupied by family member and does not need planning permission. The containers are used for storage and no evidence of residential use.

**45/23 To discuss and approve any action in regard to the Village Voice**

The members noted that there are may still be parishioners that are not able to access an online or paper copy of the Village Voice. It was suggested that perhaps doing a flyer to find out who needs a printed copy would be a valuable task. Clerk to follow up with the contact.

**46/23 To receive an update from Cllr Martin Storey, NCC and BCKLWN Councillor**

Cllr Storey gave an update including:

- Andrew Proctor leader of NCC is not very well, the PC wished him well. Graham Plant is now doing this role.
- Councillor died very recently, this has been a great shock. Cllr Youngs ask that the PC thoughts are passed onto the families of this councillor.
- 50million bus service improvement plan received, one of 30 authorities given this money.
- 1000 more trees planted this winter.
- 1.5 million to boost the economy.
- Social infrastructure fund discussed.
- NCC farms - welcomed 6 new tenants.
- Museum services received new funding
- Adult learning in construction opened in the county
- New family hub to be set up.
- Norfolk is successful in gaining these grants.
- All agreed at NCC that a new hospital needs to be built.

**47/23 To note any Councillors comments or items for next meeting and note forward work programme**

- It was agreed 2 councillors would present coins - Cllr Osler and another councillor to be confirmed. FOSA and SWISH will also attend.
- Cllr Osler noted that Halls Close path onto Feltwell Road small right of way footpath to top of Halls close
- Cllr Copsey noted that Anglian Water shut the Feltwell Road to do work and have not refilled the road properly.
- SAM2 signs are being moved correctly by the handyman. Cllr Osler to ask about someone about the Speed watch team.
- Cllr Youngs noted the Bus shelter needs sweeping - handyman
- Cllr Youngs noted the cemetery grass is very untidy and the grounds maintenance contractor needs to be reminded to get the work up to date.
- Cllr Youngs noted the Mill Lane path needs sweeping.
- Members to meet and discuss location for soil from cemetery. - agenda item next month
- BMX track discussed
- Bowls club to be agenda item next month
- Hedge cutting around bowls club
- Handyman to be asked to paint bench on play area.
- Bin encasement - wait for Cllr Edwards, however the cost was considered very high.

**48/23 To approve any Handyman work**

Councillors went through the usual list for the Clerk to pass on details to the Handyman.

**49/23 To consider and approve matters further matters relating to King Charles' Coronation celebrations**

Refund of cost of printing flyers to promote the activities. Cllr Copsey proposed that this cost of £67.00 should be refunded to the person that purchased them, this was seconded by Cllr Javey and agreed to by all.

**50/23 To consider the purchase of a second notice board**

The members considered the information and quotes provided by the Clerk to purchase a new notice board. It was resolved that it may be more cost effective to ask a local person to give a quote for this requirement.

- 51/23 To review the action list and 2023/24 and closure of 2022/23 action list**  
It was agreed that the current action list used should continue into 2023/24.
- 52/23 To consider Risk Management Scheme Annual Review**  
It was **resolved** to continue with the current Risk Management Scheme document unchanged.
- 53/23 To consider Annual Review of GDPR Policy and Audit and Model Scheme of Publication**  
It was **resolved** to continue with the current GDPR Policy and Audit, and Model Scheme of Publication document unchanged.
- 54/23 To consider information about the graveyard around the ruined church and how to proceed**  
It was **resolved** that the Clerk would seek advice from Norfolkalc on how to proceed.
- 55/23 To receive financial information including month end bank statement**  
Balance at bank as at 31st March 2023  
Treasurers account £1924.76  
Business Instant £23,336.39
- 56/23 To consider banking arrangements**  
Cllr Youngs proposed that the Clerk should alter the banking mandate so that Cllrs Osler and Cllr Welch authorise payments set up by the Clerk. This was seconded by Cllr Osler and all agreed.
- 57/23 To approve Payments**  
Cllr Welch proposed that all the payments should be made with the exception of those to CGM, this was seconded by Cllr Copsey and all agreed.

Payee	Regarding	Net	VAT	Gross
G Robinson	Clerk wage	256.03	0	256.03
G Robinson	Clerk expenses - Coronation coins	159.39	31.88	191.27
HMRC	PAYE/NIC month 1	0	0	0
Eon	Electric	185.95	9.30	195.25
Alison Youngs	Cemetery tap repair part	12.99	0	12.99
K&M Lighting	Lighting maintenance	59.03	11.80	70.83
Norfolcalc	Website provision	70.00	0	70.00
Norfolcalc	Subscription fee	306.10	0	306.10
CGM	March	670.91	134.18	805.09
CGM	April	738.00	147.60	885.60
A Osler	Decorations	240.37	0	240.37
D Smith	Posters/flyers	67.00	0	67.00

**58/23 To consider the approval of St Mary's Church Clock Servicing Fee**  
This item is not needed.

**59/23 To consider Ferry Bank bollard (knocked over)**  
Lorries need a sign to remind them to take the corner wide with larger lorries so that they do not knock them down, or the road needs to be wider, this is a very stressful situation for the house owner. Clerk to suggest to Highways.

**60/23 To consider planning items**  
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**

16/00658/NMAM\_3 Southery 562411 294846 NON-MATERIAL AMENDMENT TO PLANNING PERMISSION 16/00658/FM: Proposed residential development Land North of Lions Close Southery Norfolk - nothing for the PC to consider at this time.

**Decisions**

22/01619/FM Southery Southery Mill Sedge Fen Road Southery Downham Market Norfolk PE38 0PT - Alterations to existing vehicular entrance, provisions of 2No. new office/welfare cabins, relocation of an existing storage container, extension of existing vehicular storage yard, recladding of an existing steel frame storage shed, installation of a new 2 bay lorry wash facility, revised/alterations to boundary treatments and

all associated site development works including drainage & lighting  
Application Permitted 15 March 2023 Delegated Decision

**Correspondence**

No items of correspondence

- 61/23 To Note Date of next meeting, Annual Parish Meeting and Annual Parish Assembly – Wednesday 10th May 2023 at 7 pm in the Southery Village Hall**
- 62/23 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)**  
It was **resolved** to move into a closed session.

Cllr Osler discussed how well various organisations worked together to make arrangements for the jubilee last year. It was agreed this celebration was a success for the village.

Councillors agreed that organisations are very welcome to request Parish Council funds to contribute to similar activities. Or individual councillors can also invite or remind organisations that requests can be made, however, all contributions must be considered, agreed to at a full council meeting and recorded in council minutes. It is with this procedure in mind, Cllr Osler and the Parish Council were reassured that they continue to follow the correct legal procedures.