

**SOUTHERY PARISH COUNCIL**  
**Minutes of the Ordinary Meeting of the Parish Council**  
**Held on Wednesday 13th September 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 wished to make comments before the meeting.

**121/23 To record the names of those present**

Cllr A Youngs - Chair, Cllr D Smith, Cllr J Osler, Cllr T Feltwell, Cllr R Whitehead  
Ward Cllr M Storey

Mr M Moore - Hon Treasurer St Mary's PCC, Southery

3 members of the public joined the meeting after item 126/23

Mrs G Robinson - Clerk and RFO

**122/23 To consider and approve apologies for absence**

It was **resolved** to accept apologies from Cllr S Welch, Cllr C Edwards, Cllr C Copsey and Cllr A Osler.

**123/23 To receive Declarations of Interest on Agenda Items and Dispensation Requests**

Cllr Osler declared an interest on an expenses claim.

**124/23 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 12th July 2023**

It was proposed by Cllr J Osler that the minutes should be adopted as a true and accurate record of the meeting. This was seconded by Cllr Whitehead and all agreed. It was duly **resolved** that the minutes should be signed by the Chair.

**125/23 Matters Arising (Clerks Report)**

- Goal Academy will be using the playing field on a Thursday evening for girls training session
- The bollard on Westgate Street has been repaired

**126/23 To receive an update from County or Borough Councillors**

Cllr Storey reported:

- NCC regarding lighting over the next 6 month period.
- Reinforced autoclaved aerated concrete (**RAAC**) situation - since 2018/19 NCC has informed schools of this issue on 3 occasions, so this is not a new problem and schools have been asked to look into the situation already. Currently just one school found to have a problem. Academy schools are independent and therefore responsible for their own portfolio.
- Bus services - Cllr Storey outlined the local service improvements.

- Climate change- NCC has this at top of agenda and keeping up to date with situation and will make changes when possible.
- Adult social care -NCC is holding engagement program to improve social care. There is an online survey or hard copies at libraries until last week for people to fill in.
- Seconded BCKLWN meeting held last week. These meetings are open to the public. The new chairman of planning committee is now Jo Rust but she may have to resign as she has been offered job in cabinet.
- QE hospital - Scheduled to have new hospital by 2030 and on schedule.
- West Winch houses - 4000 houses. Government would make decision as the development is so large. Local Government is keeping an eye on this. Cllr Storey discussed the type of housing needed for the area, but will address this when opportunity comes up.
- Solar panel opportunity information supplied to Councillors.

3 members of the public joined the meeting at this point in the meeting and were given the opportunity to address the Councillors.

The 3 members of the public together discussed the trees on a grave that they have been asked to remove in accordance with the Southery Parish Council Cemetery Management policy. They would like the trees to remain in place as they have been on the grave along time and mean a great deal to the family. Cllr Youngs recognised that the request to removed the trees/shrubs could evoke high emotions as the graves are of family members, and the care of the graves is a very sensitive issue.

The adopted policy tries to cater for all the management of the cemetery, for the benefit and needs of all the community and currently states that there are to be no trees/shrubs on graves. The Councillors noted that these are the only trees/shrubs in the cemetery and are well kept, although are some feet above the height of the neighbouring grave stones. The policy is not due for review until 2026. The Councillors noted that the policy needs to work for all uses of the cemetery. Cllr Youngs apologised to the family, that the letter they received from the Parish Council caused them upset and noted that the Parish Council would like to find a suitable way forward to recognise the needs of the family and for the management of the cemetery. The parishioners were very keen not to see the trees/shrubs cut down and noted they have been in place since 1980 and mean a lot to the whole family, which the Councillors were sympathetic to.

Cllr Storey noted that the family should be notified of the Parish Councils decision first.

Members considered the family's request. It was **resolved** that the Clerk should find out if it is standard procedure in model and other Parishes, Cemetery Management polices to not allow trees/shrubs on graves. The members briefly discussed reviewing the policy wording to put parameters on existing tress/shrubs. It was **resolved** that this would be an agenda item for the next meeting.

**127/23 To Note Any Councillors Concerns or items for next meeting and note forward work programme.**

- Cemetery fence - Mr Sparkle to do work. Wood is all rotten and could cost a considerable amount to repair. Discussed who owns the fence. Need to find out who the fence belongs to. Agreed the fence needs repairing or replacing. Councillors to speak to owners to find out ownership of fence - agenda item next meeting. Clerk to still ask Mr Sparkle to still remove plants. Clerk to get quotes to be considered next meeting. And to go right the way down - Repair of tin or new.
- Cemetery - request for ashes to be added to grave in cemetery, **resolved** to agree this request.
- Street light out Feltwell Road - Clerk to report.
- The side of the Feltwell Road highway is falling away, Anglian water causing the problem where their development is. Anglian Water needs to come out and see the problem.
- Clerk to contact previous developer directly regarding Orchard Way lighting.
- Grounds maintenance agenda item for December meeting with quotes ready for the meeting.
- Update on new notice board. It was resolved that opposite the pub would be a good position for a new notice board to be placed. Clerk to contact neighbours to consider their thoughts on this.
- Receive an update on the Orchard Way lighting - Solicitor has been engaged but need previous developer to agreed to pay for the Parish Council fees.
- To consider ways forward to resolve the bollard issue on Westgate Street - Cllr Storey asked to talk to Highways on behalf of the Parish Council.
- To consider ways forward to protect parishioners for potential footpath dangers on Churchgate Street - Footpath problem on Church Gate street needs resurfacing. Near church are problems with the tiles on the building coming loose. Clerk to take this up again with Environmental Health.
- Feltwell Road weeds near the signs are going to be removed.

**128/23 To approve any Handyman work**

- Sweep path leaves from Mill Lane to cemetery
- Clear bus shelters
- Clear brambles on corner of cemetery

Councillors also noted that there is a pothole near No2 Ringmore Road that needs reporting to Highways for repair. - Clerk to report.

Highway Rangers - Clear all weeds in all of village on footpaths and kerbs, not just spray, they need removing and wash signs. - Clerk to report.

Report white gates for repair and the sign that is near that. - Clerk to report

Road sweeper needs to come out because of the beet lorries , Whissington sugar beet company to do this - Clerk to ask.

Parishioner noted information regarding a recent Speedwatch. There needs to be 11 going over the speed limit to trigger a police speed check. Discussed downloading data from SAM2 signs. D Smith willing to take this on and will arrange contact with Speedwatch lead.

**129/23 To consider Christmas Event (Including Event and Music Licences and Road Closures)**

Swish are would like to do an event for the village. It was noted that Santa could be driven round the village for 2 nights do deliver chocolate. Swish would like to work with the Parish Council to arrange events. Southery Village Hall committee would like to do something and again would like to work with the Parish Council. WI to not take part in Christmas events this year. Clerk to ask FOSA if they would like to do an event for the village, as part of a collection of events. Church has a carol service arranged but it was discussed having a much bigger event at the church. It was agreed that the Parish Council would like to support and contribute to a Church event. The next PCC meeting will take place during October, Mr Moore will let the Parish Councillors know the date of the meeting. It was agreed that a Christmas tree will be going on the Werehem. It was agreed this will be an agenda item for the next meeting.

**130/23 To consider Remembrance Sunday Arrangements and Purchase of Two Wreaths**

Clerk to contact Wissington Sugar Beet factory to request that someone is available to redirect lorries for Remembrance Sunday as in previous years.

**131/23 To consider and approve Equality Policy - Sept 2023**

It was **resolved** this would be considered at the next meeting.

**132/23 To consider Norfolk County Council Parish Partnership Funding**

Clerk to contact A Wallace to note that the Parish Council would like a bridge as a footpath was not possible on Feltwell Road as previously requested via the Parish Partnership funding. It was agreed that the Parish Council would benefit from the support of the Borough Councillor responsible to IDB to take up this case, which is Cllr Tony White. A bridge is needed to protect the public in this area of the village.

Clerk to find out if an area just off Westgate Street could be cleared and if this could be funded by the Parish Partnership scheme. Members would also like a seat in this area, as it could be made into a pleasant area to sit quietly.

**133/23 To receive financial information including balance at month end and bank statement, income received and payments for approval for August and September**

- To consider having the Bowls club pay a pepper corn rent to help maintain cost of car park. The Clerk reported that the Bowls Club pays for their own electric directly. It was agreed the rental matter would be considered at the next meeting.
- The Clerk noted that no confirmation has been received that the previous owners of the lights will pay for the S38 agreement legal fees. Once this is confirmed the Clerk can authorise commencement.

- To consider change of banking provision - The Clerk discussed the banking arrangements provided by Unity Trust Bank, noting that from previous experience they provided exemplary facilities for Parish Councils. It was agreed this would be considered at the next meeting.
- Payments - September
 

K & M Lighting	£70.83
A Stannard	£72.00
Eon DD	£116.31
N Power	£221.95
CGM	£482.40
Village Hall hire	£12.00
M Pink	£75.00
G Robinson	£287.63
HMRC	£0
J Osler - Expenses	£62.32
Smith of Derby Ltd	£340.80
Eon	£125.36

Cllr Whitehead proposed that all the payments should be made, this was seconded by Cllr Youngs and all agreed, except Cllr Osler, who abstained.

- August payments
 

K&M	£70.83
A Stannard	£148.00
CGM	£662.40
G Robinson	£287.63
Stephenson Smart	£102.00
HMRC	£0

### **134/23. 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

23/01555/F Proposed first floor rear extension and single storey side entrance porch at 21 Lynn Road Southery Downham Market Norfolk PE38 0HU

Support

#### Decisions

#### Correspondence

**135/23 To Note Date of next meeting Wednesday 11th October 2023 at 7 pm in the Southery Village Hall**

The members noted the date and time of the next meeting.

Village hall finance information - Cllr Smith, Chair of the Village Hall committee briefly gave an update on Village Hall committee matters noting that the Village Hall committee held their AGM last week. There have been some changes of committee members. Cllr Smith updated the members on the current position of the Village Hall committee finances having taken advice from the Charity Commission and the outcome of the AGM. The Charity Commission website needs to be updated.

**136/23 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)**

There were no items to be considered in a closed session.