

SOUTHERY PARISH COUNCIL
Minutes Subject to the Approval at the next Meeting
Ordinary Meeting of the Parish Council
Monday 1 April 2019 at 7.07 pm
Southery Methodist Church, Ferry Bank Road, Southery

Present:

Cllr Alison Youngs (Vice Chair)

Cllr Christine Feltwell

Cllr Annette Osler

Cllr Javey Osler

Cllr Crispin Copsey

Cllr Roger Whitehead

(Two Vacancies)

Helen Richardson, Parish Clerk & Financial Responsible Person

In attendance:

Members of the Public: 15

Cllr Martin Storey, Norfolk County Councillor and Borough Councillor

51/19 To Consider Apologies for Absence

Apologies was accepted for Cllr Neil Richards due to work commitments.

52/19 To receive Declarations of Interest on Agenda Items and Dispensation Requests

Cllr Christine Feltwell declared an interest in item 56/19 in relation to the Village Hall Proposal as a trustee of the Village Hall and Chair of the Village Hall Committee.

Cllr Javey Osler and Cllr Annette Osler declared an interest in regard to the BCKLWN Local Plan consultation item 57/19

53/19 Public Comments / Questions on Parish Issues

Cllr Alison Youngs proposed to move the public comments item earlier in the meeting, all were in favour. This suggestion was made regarding to aid discussion that followed during the meeting and to ensure that public opinion was gauged on agenda items prior to any decisions being reached on which we the Parish Council would be subsequently bound.

The public shared the following comments:

- On behalf of Swish, they were planning to hold a carnival 20th July. It was agreed to add to the May agenda request for permission for some of those part of the event to camp on the playing field.
- The Vice Chair confirmed that the hut electric had not be disconnected following confirmation of its continued use.
- A resident advised that they had been concerned about some of the motorbikes, plant and other items present on the field. The Vice Chair advised that this was something that had come to light and the Parish Council had been concerned public safety and wished to secure the field from vehicles from accessing the field as soon as they were aware. They recognised that the public assume that children can use the field safely which is a fair assumption given it is a public playing field. The Vice Chair advised that a padlock on the playing field gate had been changed because there had been plant machinery reported on the field and the Parish Council had no knowledge of whom this may be as well as concern for damage to the field. It was the Parish Council's responsibility to ensure the safety of the use of the playing field and play area. As the Parish Council were unclear who the use of machinery had been, it took emergency action to secure the area first.
- A member of public shared that if machinery was on the field during school hours there may not be an issue, but another member of public shared that pre-school children used the play area during the day time. In response to a point raised about emergency services accessing the bowling club, a member of public advised that the emergency services would cut locks if they needed to.

- A member of public advised that the bowls club had been using the green for 60 years and needed to use it to access the club. They shared that they were the only sports club in the village and they needed to maintain the grounds and needed access. The Vice Chair advised that those comments would be taken on board ahead of discussion.
- A member of public advised that there had been reported issues with a couple of the Bridleways locally and wished to understand whose responsibility they were. They requested if the Parish Council could assist. The Clerk advised that responsibility for enforcing safety and the use of Bridleways was with Norfolk County Council and via the Public Right of Way Officer. The Vice Chair advised that it would be discussed further in the meeting.
- A member of the public requested Parish Council spend in regard to legal fees in relation to the Werehen. The Clerk agreed to investigate costs since 2011.
- A resident advised that they believed the Parish Council had maps of bridleways. He shared that the Norfolk County Council Right of Way Officer had those also. They believed there had been errors on transferring definitive maps from paper to digital.
- The Clerk advised following a query that as part of its health and safety arrangements for the Grounds Maintenance contractor, it had its own public liability insurance as the risk say with them when on site to take their own assessments for their work. The Parish Council suggested that the bowls club may also wish to undertake its own risk assessments when using the field.
- Following a query, a member of public advised that Swish use their own wardens and people who marshall for them at events on the field. The Clerk shared that insurances for events would be checked.

54/19 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 4 March 2019

Cllr Alison Youngs proposed that the minutes be approved as a correct record, seconded by Cllr Annette Osler, three were in favour and 2 abstained as they were absent at the meeting.

55/19 Matters Arising (Clerks Report)

- The Clerk had reported the tree hanging near ten mile bank turning.
- The skip had been placed at the Mill Lane end of the cemetery with no need to adjust the gate or fencing at the Old Bell Pub end for the ground maintenance grass cuttings.
- Councillors agreed to liaise with the volunteer in the cemetery who had a key to the shed in ensuring any water vessel for public use was filled using the tap inside.
- The Clerk had received bank details from the Village Hall and would paying their £500 grant funding for sound equipment.
- Cllr Christine Feltwell and Cllr Crispin Copsey were in pursuit of the closed bank account money from Barclays. The Clerk agreed to drop a latest form to them in accessing the dormant account money of around £600.
- A new SAM2 battery had been delivered
- The sweet selling vendor for the Christmas Event 2019 was confirmed as having public liability insurance. Cllr Alison Youngs agreed to follow up.
- The Clerk placed more strongly worded notice in regard to collecting waste from dogs in the village.
- The Clerk reported to the rangers the narrow path requiring cutting back near Lions Close from Feltwell Road.
- The Clerk placed in the Village Voice for residents to park with respect where possible.
- The Bowls Club had collected their hedge cuttings from the field.
- The Clerk had placed a new padlock on the field due to a tele-porter being used on the field without the prior permission of the Parish Council.
- A virus audit was carried out remotely by a local computer company who confirmed there was no viruses and the computer was adequately covered.

56/19 Cllr Martin Storey Update - County Councillor and Borough Councillor

Cllr Martin Storey advised that the Highways Department were in charge of the work on the Feltwell Road following contact from some residents. He advised the work was running further to the 3rd April due to tarmac supplier's factory being closed for maintenance. The work was 1100 metres of

resurfacing and was sure all would benefit from. He had shared the NCC had apologised to residents as they had not contacted residents as part of their normal procedure. Unfortunately on this occasion the department at NCC that was supposed to do the work, handed it to another department and the work was not done in error. Cllr Martin Storey advised that it was NCC who had responsibility and they had admitted liability. Cllr Martin Storey wished to thank the contractor for the work at the Feltwell Road junction that had been in a state of disrepair for years. The nature of the material used meant it was stronger and therefore took more time to lay, but it was hoped the job would be right once and for all.

Cllr Martin Storey shared that he had a tax payers allowance of £6k which had now been allocated, but he had spoke with Highways about the work in Southery and as the works had been significant it was felt that the money should be shared with five other villages he was Councillor for.

Cllr Martin Storey advised that any Highway issues to always make him aware or the Parish Clerk.

He shared that the Council tax bills had been received by all and with it a leaflet that explained what the money was being split for with Norfolk County Council, Borough Council, Parish Council, Police, Fire Service. He shared that crime in recent years continued to change in nature, and therefore the work the Police did needed to adapt, and with the increase there would be 40 more officers employed across Norfolk. It was hoped that the public would notice this change.

He shared that Adult Social Care was a considerable budget, but it did as much funding as possible to help those people who needed it.

Following a request by the Vice Chair, Cllr Martin Storey agreed to raise the Parish Council concerns of how the communications had been dealt with during the works on the Feltwell Road, and that some residents were unable to return home, perhaps with disabilities, older in age or with young children.

57/19 Bowls Club Use of the Playing Field

The Parish Council all were in favour of discussion this item within Village Management sooner in the meeting.

The Parish Council acknowledged that whilst there was a strong feeling about the actions recently taken to secure the safety of the play area and playing field, it was disappointed on how it was dealt with by the bowls club. The Vice Chair advised acknowledged the Bowls Club's frustration and it hadn't gone unnoticed, but it was felt that the Parish Clerk Helen was very successful in her role for Southery, and was friendly and approachable in that the Bowls club could have contacted her sooner before contacting the local media. The Vice Chair advised that in the Parish Council's responsibility it was felt that it needed to respond urgently at the time. The Vice Chair shared that the Parish Council didn't want feelings running high and didn't want bad feeling, but they do have a job to do and they do have children safety which comes first on that list. The Vice Chair shared that the Bowls club needed to find a way forward for themselves to continue in how it needed to operate and the Parish Council stands by its decision made at that point to change the padlock on the gate. The Vice Chair shared that there was also a representative present in the Parish Council meeting when the decision had been made so it was naturally assumed that that the bowls club would be aware of the decision. The Vice Chair clarified that it was not the wish of the Parish Council to close the bowls club as suggested by the club.

The Bowls Chairman advised that they were quite responsible when they access the field and know the importance of safety where children and dogs are present in using the field but access was required.

A Councillor pointed out that fencing around the edge of the bowls club was in their ownership but the bowls club however was on Parish Council land.

The Parish Council and Chairman of the Bowls Club agreed the following actions:

- The Bowls Club to notify the Clerk when there are any extraordinary movements of machinery by email.

- The Bowls Club to erect signs to warn the public of this action or high level movement at the entrance of the field.
- The Bowls club to check their insurance for coverage of this activity using machinery and general vehicular movements on the public play field and near the play area, and provide the Parish Council a copy for their records.
- Also agreed that they would use marshals where appropriate I believe similar to swish procedures

58/19 Village Hall Proposal

It was agreed for the Clerk to email the contact that had been in touch and defer to a future meeting as appropriate.

59/19 Local Plan Consultation

The Parish Council had received a consultation notification regarding the first draft of the Local Plan to 2036. The Parish Clerk had circulated an extracted document from the consultation supplied by BCKLWN, for the Councillors consideration. This document would also be made available on the Parish Council website. The Public consultation for this draft deadline was 29 April from the Borough Council's website. The Vice Chair shared that members of the public could make comments online and the Clerk agreed to contact Alan Gomm, Senior Planning Advisor to see how it may be possible to provide the public with first hand advice should they need it in order to respond.

60/19 Parish Council Owned Land - Fencing Quotations

It was agreed to defer the item as the Clerk needed further information.

61/19 Good Neighbour Scheme

It was agreed to notify people of the scheme within the village voice, and should any residents be interested in running a scheme in Southery to make contact with the Clerk who would advise the Parish Council for possible further discussion at a future meeting.

62/19 Playing Field - Air Ambulance Landing For Charity

The Vice Chair shared that a charity called Phil's Ride had approached the Parish Council to land a helicopter on the Southery Playing field on 25 August 2019 as part of a fundraiser and had asked the Parish Council's permission. The Parish Council were in favour of granting permission to land, pending the proviso that the Babcock aviation final permissions were confirmed to the clerk, adequate insurance of the organisers and helicopters were confirmed, and any damage to property of the field or near-by was rectified as soon as possible.

63/19 Bridleways

The Clerk advised that a bridge on a local footpath was logged for repair with Norfolk County Council, but until they were able to repair it other than being within their programme of works and therefore it would be closed for equestrian users until further notice. It was TL69114 on the Public Right of Way 'Methwold BR15'. The information would be made available on the website. There was also a gate that had been erected across a public right of way in Hilgay near the A10, but used by Southery equestrian users. A person representing the group agreed to contact the NCC Public Right of Way Officer direct and submit a 'claim' on behalf of the group and village. They agreed to keep in touch with the Clerk.

Cllr Crispin Copsey left the meeting at this point.

64/19 To Discuss SAM2 Data

The volunteer resident advised the top speed on Feltwell road had dropped from 85 to 65 mph. There was a lot more speeders on Lynn Road. There was 27 speeders lodged exceeding 20 mph or above and same as in February. Lee Anderton PC joined the group, and a resident asked them if Westgate Street could be included in a watch. But they advised that the 20mph zone was self regulating. The speedwatch team cannot watch their, but the Police can if enough residents email them on sntdownhammarket@norfolk.pnn.police.uk Anyone can put in speeding and traffic issues to them. The Vice Chair thanked the resident and volunteers for their work. There was a restriction however for the Police in how much they can

65/19 Draft Southery Statement of Community Involvement

It was agreed to defer the item as a draft had not been received from Cllr Neil Richards for further comments.

66/19 Annual Parish Meeting

The Clerk agreed to contact the appropriate local organisations and groups who may wish to attend and provide a written report from the past year and any plans for the future year.

67/19 To Approve payments for April 2019 and Receive Statement of Accounts

The following payments for approval for April 2019 had been tabled together with the statement of accounts:

Payee	Net	VAT	Gross
Clerks - wages and expenses- March 19	382.45	0.00	382.45
PAYE HMRC - March 19	78.20	0.00	78.20
Grounds Maintenance Contract and SAM2 movement- March 18	418.00	0.00	418.00
Hodson Office Supplies - Ink and paper	38.96	7.79	46.75
Southery Methodist Church - 01.04.19	20.00	0.00	20.00
Total	937.61	7.79	945.40

The Vice Chair shared that the Parish Council had spent funds in the last year on major items such as play area repairs, tree cutting on the playing field and cemetery path resurfacing, but there was a budget that it had for these funds. The Clerk advised that the Budget for 2019/20 had appropriate allocation for all funds which was the correct way to manage its accounts. The payments and accounts were proposed by approval by Cllr Javey Osler, seconded by Cllr Christine Feltwell, all were in favour.

68/19 Forward Work Programme

It was noted

69/19 Councillors Concerns

- The Clerk agreed to remind Highways Senior Manager about curb stones and add to it the missing tarmac.
- The Clerk agreed to report a streetlight at the bottom of Recreation drive on the village hall side.
- The Clerk advised that the engineers had attended to all four streetlights near the lay-by on Lynn Road the previous week and all appeared to now be working.
- The Clerk agreed to follow up that the path was now covered in stones on Lynn Road outside a new development with Highways.
- The Clerk agreed to arrange for the path to continue to be sprayed monthly in the cemetery.
- The Cemetery Fence at the back had been mended, but the next property had brambles making it difficult to repair further. There was concern that the memorials may get broken. - The Parish Council wish to thank a resident and his son for assisting also with repairs to the fencing in the cemetery.

The Clerk agreed to write a letter of thanks from the Parish Council to a local resident who had swiftly acted and assisted with repairs to the football hut door that had been vandalised.

- The Parish Council agreed that members of the public should go online and share their views with any public consultation from the Post Office in regard to the mobile van service. It was noted that the van service times were being amended to take in a change to the service also going to Stow Bridge.

70/19 Date of next meeting

It was agreed that the next meeting would be on Monday 13 May 2019 at 7 pm in the Southery Methodist Church, Ferry Bank, this would be the Annual Parish Meeting followed by the Annual Meeting of the Parish Council.

Meeting was closed at 9.27 pm.

71/19 EXCLUSION OF PRESS AND PUBLIC The Council to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted. To Discuss Parish Council Land.

Resolved.
