

**SOUTHERY PARISH COUNCIL**  
**Minutes**  
**Ordinary Meeting of the Parish Council**  
**Monday 3 June 2019 at 7.00 pm**  
**Southery Methodist Church, Ferry Bank Road, Southery**

**Present:**

Cllr Alison Youngs (Chair)  
Cllr Crispin Copsey  
Cllr Chris Edwards  
Cllr Christine Feltwell  
Cllr Annette Osler  
Cllr Javey Osler  
Cllr Roger Whitehead  
Helen Richardson, Parish Clerk & Financial Responsible Person

**In attendance:**

Members of the Public: 6  
Cllr Martin Storey, Norfolk County Councillor and Borough Councillor

**96/19 To consider apologies for absence** - There was none.

**97/19 To receive Declarations of Interest on Agenda Items and Dispensation Requests.** - There were none.

**98/19 Public Comments / Questions on Parish Issues.**

- **Footpaths** - The Clerk agreed to report to Highways about cutting and trimming back pathways around the village. The Chair asked that Councillors let the Clerk know if they saw any footpaths that needed reporting.
- **Electricity Cables** - Campsey Road - 22 - Streetlight - The Clerk agreed to update with the street lighting contractor regarding a replacement light in this location
- It was commented that there were numerous Norfolk County Council road repairs in the village that needed actioning.
- Campsey Road flooding had been ongoing for 50 years. There had been blockages cleared from drains historically but problems like this and tree roots etc just kept coming back.
- A member of public advised that the Parish Council had previously paid for the grass and weeds to be cut back from the footpath from Feltwell Road, Little London Lane etc.
- The Clerk advised that she would be looking into placing a dog bin at Black Drove and would be on the July agenda.
- The Youth Club had shut down in the village and there was nothing for children to do and there was concern that the lack of a facility was attracting anti social behaviour. This was because there was no one to take it over. The Clerk agreed to include a separate ad in the next village voice to share that it was shutting. The Clerk agreed to contact the SWAN project for signposting with support. The Clerk agreed to email the Leader of the Council and the School who may be able to reach out to parents.

**99/19 County Councillor and Borough Councillor Update.**

- Cllr Martin Storey advised that he was disappointed to hear that there hadn't been enough road repairs, as Southery had received a lot of money spent on its roads for the past few months compared to other places in West Norfolk. The work that the Parish Council had done had also contributed to that work with Norfolk County Council. Cllr Martin Storey shared that he would take on Campsey Road flooding issue and he would investigate. Cllr Martin Storey suggested that the member of public contact Andrew Proctor the Chief Executive of the Council with their feelings about road repairs and the view that not enough had been spent in Southery or support given regarding roads.
- There had been training held at the Borough Council for Councillors and there was useful slides from the training he had suggested they share with Councillors. The Clerk agreed to follow it up.
- There would be an independent survey by MIEL from Norfolk County Council asking residents between the dates of 03.06.19 and 07.07.19 what they think about the council's services and

how it provides it. It was hoped that through the consultation people will complete the survey and return their views of the NCC.

- NCC were running a new cabinet style system. He felt that Andrew Proctor the Leader of the Council had got a good grasp of local issues. The money from Government to NCC had been cut by 20%, and some services were now deemed to be unsustainable. Adult care and children services were taking the largest cuts as they were the largest budgets in Norfolk and probably mirrored across the country. This made it ultimately difficult to find money to resolve issues. He shared that in receiving residents opinions he would share at County Hall. Anyone wishing to discuss any issues with him he would be happy to talk to them or meet with them.

**100/19 To confirm as a correct record the Minutes of the Annual Meeting of the Parish Council held on 13 May 2019.** The minutes were all approved.

### **101/19 Matters Arising (Clerks Report)**

- Following communication from a resident regarding hedge cutting in the village, the Chair shared that it was important that residents understood the laws in respect of cutting trees and bushes where wildlife and birds may be nesting this time of year and to refrain from taking such works until they had fledged or left the area.
- SNAP Police Meeting dates had been circulated on email.
- College Road B1160 at Wereham is closed NORFOLK COUNTY COUNCIL has made a Temporary Traffic Order affecting the 1) B1160 College Road from its junction with A134 Lynn Road for a distance of 4604 metres southwards; 2) C32 West Dereham Road from its junction with B1160 College Road for a distance of 50 metres westwards; and 3) C32 West Dereham Road from its junction with B1160 College Road for a distance of 50 metres eastwards in the PARISH OF WEREHAM because of carriageway re-surfacing. The road will be temporarily closed (except for access) from 19:00 hours on 20th June 2019 to 07:00 hours on 21st June 2019 for the duration of the works, expected to be 1 night within the period.
- Southery Speed Watch - Five watches were completed during the month and 28 vehicles were logged exceeding the speed limit. Thank you to the team for turning out. If anyone is interested in what we do please get in touch.
- Insurers advised that In respect of your query regarding the football hut being used by a local organisation to store their equipment the organisation who own owns the equipment would need to ensure that the equipment is insured, this should either be noted as being stored at the address of your football hut or covered on an all risks basis.
- The Clerk would be updating with the member of public re bridleway queries in June.
- Bin monitoring was added to September agenda.
- The Clerk advised that in hindsight that it would not be appropriate for the Parish Council to get involved between a tree cutting issue between the Church and the Borough Council, following a request to contact the Borough Council.
- The Clerk would be investigating Black Drove dog fouling when possible to install a dog bin, but there was an ongoing notice in the Village Voice and the Website asking residents to clear up. This would be added to the July agenda pending approval by highways and BCKLWN.
- Traps Gate Pathway would be investigated for ownership and reporting of cracking by the Clerk in June.
- The insurance company had provided guidance on tree lights, and this was mainly regarding mains lights that would need connecting by an insured qualified electrician but the Chair advise the Parish Council lights were battery powered and this therefore didn't apply.
- The Football Hut had been broken into again on Sunday 27th May. Councillors had attended to repair the door again.

- The Clerk had been in contact with the mole contractor to investigate report of rats on the playing field. After investigation they advised that grass cuttings disposed of in the hedge row was creating an environment for the rats which was attracting them to live there. There was no sign of rats around the base of the football hut. The Mole Contractor was taking appropriate measures to control the issue.
- £622.55 was transferred from a closed account the Parish Council held with Barclays into the current account. This had been money allocated to be spent on community projects and would be accounted for within the cashbook separately.

#### **102/19 Election of Vice Chair**

Cllr Tina Feltwell proposed that Cllr Annette Osler be Vice Chair, Cllr Alison Youngs Seconded, five were in favour and Cllr Javey Osler and Cllr Annette Osler abstained.

#### **103/19 To Note Public Liability Cover.**

The Clerk agreed to seek quote to up the Public Liability Insurance of up to £15m and bring to the July meeting.

#### **104/19 To Approve Statement of Accounts 201819**

The Chair advised that she had reviewed the accounts and followed through what she assumed would be within an audit. The Bank Reconciliation had been cross checked for them. The Internal Audit had been done.

**105/19 To Approve Annual Governance and Accountability Return 201819** - The item would be deferred to an extra meeting that was needed June.

#### **106/19 Councillor Training**

It was agreed that the Chair and Vice Chair would attending training that was being arranged by the Clerk in a neighbouring village later in the year, costs to be confirmed.

#### **107/19 To Respond to Consultation regarding the Diocese Church Ruins Project**

The Chair shared that last month the Church representatives had attended the Parish meeting to seek views from the parish council on tidying the area up as a project by them with the Diocese. The Chair shared that there were views on it being a burial site and it was quite untidy. The proposed project was for the building to be taken down to a safe height, grave stones moved and site added with the benches and grass cut. A member of public advised that in 1964 the PCC signed the forms that the maintenance be handed over to the Local Authority (Borough Council) in 1964. The Local Authority was responsible for the closed churchyard, and they currently cut the St Marys Church.

The Clerk agreed that she had contacted the Borough Council and a contractor but had no response.

Cllr Martin Storey had attended the site and felt it was a disgrace and he would be following it up with Nathan Johnson, Public Open Space Manager and feedback from the Borough Council, to update the Church and the Parish Council.

It was discussed that the Ruins was the responsibility of the Diocese and the grounds maintenance was the responsibility of the Borough Council.

Norfolk Wildlife Trust had expressed interest and there was potential for grant funding. There needed to be requirement for this within the village to funders. The building as grade 2 listed would need appropriate applications from English heritage and planning. The Chair shared that there may be some people in the village that would be sensitive to how far the building was lowered, listed building consent would be needed.

The Chair shared that there was consultation in the Village Voice and that it was for the people in the village to decide and to reaffirm to respond to the Church direct. Cllr Martin Storey shared that once people have shared their views, there should be a public meeting. The Chair suggested that the Church and the Borough Council call a meeting and the Councillors could attend, perhaps with three or four options.

The Chair shared that they they could only support the project once it was ascertained what people in the village would like to see for the area.

#### **108/19 To Discuss Storage in the Football Hut**

The Football Hut had been broken into by youths numerous times in the past few weeks. The Clerk advised that the Parish Council insurers had advised that the items needed to be insured at the owners own risk and not at the liability of the Parish Council. The Clerk agreed to email Swish to confirm in writing. Cllr Chris Edwards has the key for the football hut now. The Police had attended to the hut as much as they could. The Chair proposed that the Clerk ask a qualified electrician to come and check the safety of the electrics and resolve any issues, seconded by Cllr Annette Osler, all agreed. Cllr Javey Osler agreed to go and see Nicolson's the following morning and ask them to fabricate a door and fit it. As it was health and safety it was agreed that the costs would be met.

#### **109/19 To Discuss Events Liability on the Playing Field including Camping**

The Chair advised that the application for camping had been received that had been put forward by swish on behalf of the mini club. The Clerk agreed to ask the grounds maintenance company to check over the playing field for issues through the year whilst they undertaken their cutting of the field. The Chair shared that no bbqs, no litter etc should be left or used and reaffirmed that the parish and Parish Council would not tolerate mess and a noise cut off time would be 11 pm. The use of the playing field for camping of the mini-club was proposed for approval by Cllr Annette Osler, seconded by Cllr Chris Edwards, all agreed.

#### **110/19 To Discuss and Approve anything related to the Christmas Event 2019**

The Clerk had received insurance from a sweet seller provider. The event was in swishes calendar. The April Bingo raised approximately £360 towards the event and Cllr Annette Osler agreed to deposit the funds into the Parish Council's bank account. Cllr Chris Edwards agreed to follow up on asking a chip van to attend. The Clerk agreed to contact the insurer once the programme of items at the event was known. There would be gifts for the Children.

#### **111/19 To Discuss and Approve the Draft Southery Statement of Community Involvement**

The Chair shared that a previous Parish Councillor had presented it and it wasn't finalised. It was agreed to defer to the July meeting.

#### **112/19 To Approve the Purchase of new Speed Sign Battery**

The resident volunteer advised that there were four batteries, one that recently had been replaced. They were £80 each and three were old. The batteries were charged every other month and were at least three years old. The Clerk agreed to check with Westcotec if there were solar panel options available but in the mean time purchase one battery so the sign could be in place. Cllr Chris Edwards proposed purchase of one battery, Cllr Annette Osler, all agreed.

#### **113/19 To Discuss the Speed Sign Data, if any**

The data for Feltwell Road had been slightly off due to speeding. The average amount of speeding had increased and at 5 pm in the evening. There were 17 people in an hour caught and there would have been more but couldn't record number plates coming from both directions. Feltwell Road early morning was an issue. There was also youngsters on bikes with no helmets. The Chair thank Ann for the feedback and the work of volunteers. Cllr Martin Storey added that the speedwatch team was spoken highly off in surrounding parishes and was doing good job. The Chair advised all the Parish Council could do was to provide advice on the matter and keep reminding people not to speed. The Police shared that the more visibility of the speedwatch team the better. The Police had advised that there had been a speeding increase in general across the county and they were very busy dealing with it

#### **114/19 Finance - To approve payments for May 2019**

The following payments were presented for approval over page:

Payee	Net	VAT	Gross
Clerks - wages and expenses	424.85	0.00	424.85
PAYE HMRC	89.60	0.00	89.60
Grounds Maintenance Contract and SAM2 movement- May 19	448.00	0.00	448.00
K&M Lighting - Streetlight Maintenance -June	56.08	11.21	67.29
Payroll fees - - April and end of year submission	75.00	15.00	90.00
Southery Methodist Church - 03.06.19	20.00	0.00	20.00
NP Law Annual Membership	400.00	80.00	480.00
<b>Total</b>	<b>1513.53</b>	<b>106.21</b>	<b>1619.74</b>

Business Bank Account

As at 09.05.19 - £40571.53

Treasury Account

As at 17.05.19 - 1014.64

They were proposed for approval by Cllr Chris Edwards, seconded by Cllr Alison Youngs all were in favour.

#### **115/19 Councillors concerns and agenda items for next meeting**

- Drain dropped - recreation drive to report.
- Cllr Crispin Copsey would be installing the Bear bin soon at the play area.
- It was agreed if anything urgent for august to bring up as an extra meeting should it be required.
- The Parish Council felt that Swish should go ahead in displaying banners for their event as long as they were securely tied and not obscuring road visions splays or road signs.

**116/19 Forward Work Programme** - was noted

**117/19 Date of next meeting – Monday 1 July 2019 at 7 pm** - was noted.

#### **118/19 EXCLUSION OF PRESS AND PUBLIC**

The Council will be requested 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 (staffing ). Opportunity for to discuss any HR issues, Contracts or Legal Proceedings. To Discuss Parish Council Land.

Closed 10.40 pm