

**SOUTHERY PARISH COUNCIL**  
**Draft until approved at the next Full Council meeting**  
**Ordinary Meeting of the Parish Council**  
**Wednesday 14 December 2022 at 7.00 pm**  
**in the Southery Village Hall**

**Present:**

Cllr Annette Osler (Vice Chair)  
Cllr Crispin Copsey  
Cllr Chris Edwards  
Cllr Roger Whitehead  
Cllr Susan Welch  
Helen Richardson, Parish Clerk & Financial Responsible Person

**In attendance:**

Members of the Public: 1  
Cllr Martin Storey, NCC and BCKLWN Councillor

**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.*

**136/22 To consider and approve apologies for absence and approve all absences approved for past six months**

That apologies for Cllr Alison Youngs (persons reasons) be accepted and all previous absences over the last six months.

**137/22 To receive Declarations of Interest on Agenda Items and Dispensation Requests**

Cllr Annette Osler declared an interest in payments for approval.

**138/22 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 9 November 2022 and note matters arising**

**RESOLVED:** That the minutes of the 9 November 2022 ordinary meeting be approved. (All were in favour)

**139/22 To Discuss and Approve Any Action in Regard to the Village Voice**

The Editor attended and shared the following:

- Since last month they put hard copies 100x in the shop and 50x in the pub
- They had considered comments from the PC about other locations such as the school, hairdresser etc.
- They canvassed hard copies in the issue, and had requests for one copy and ten copies elsewhere,
- They don't want to distribute to every house totalling 650 as they don't have the volunteers and instead are taking a conservative approach to deliver hard copies on request but create central locations.
- They have 80 online subscribers, so 250 actively taken.
- Hoping to continue with this method and increase over time.
- They search for content and good to include the PC minutes.
- They had also been dealing with the advertising in the magazine and working to include that in.
- The current treasurer wishes to retire and they are looking to create a small group to agree how surplus funds can be invested in the community

The Parish Council thanked the Editor for the update.

**140/22 To Receive an Update from Cllr Martin Storey, NCC and BCKLWN Councillor**

Cllr Martin Storey provided the following update:

- NCC had held public consultations on how they spend their budget, their budget process was currently being worked through ahead of the decision in the new year. They consider all the suggestions provided from the public.
- 47 Norfolk libraries were providing community hotspots for people to go and keep warm. There had been grants available in villages to also open these hotspots.

- MP Michael Gove recently come to County Hall to sign in principle a deal in regard to working with Suffolk, to spend a £20 m pot from central government.
- Highways gritting lorries were out making roads safe. There were also grit bins filled by NCC and available in Southery.
- QE Hospital - A decision on the hospital funding was imminent, and the preferred site was on the current site.
- He had a Highways meeting with the Senior Manager soon on his funding post for the next financial year

#### **141/22 To Note Any Councillors Comments or Items for next meeting and note forward work programme**

- Suggestion that the Police should come to the village to see the damage caused by ASB.
- Campsey Dyke still had no work to it, Cllr Martin Storey made a note.
- Down Campsey Road there are three or four motors and they are allowed to do it and a little lorry there. Because cars are mounting the verge it is eroding away and exposing concrete.
- The white lines in the village and junctions were very faded, Cllr Martin Storey made a note.
- Paths are terrible in the village, Cllr Martin Storey made a note.

#### **142/22 To Approve Any Handyman Work**

The Clerk agreed to add to the Clerk's forward list to consider Handymen contractors as soon as possible.

#### **143/22 To Approve Use of Scribe Accounting Software 2023/24**

**RESOLVED:** That Scribe Accounting Software be approved for 2023/24 at their going rate. (Cllr Javey Osler proposed; Cllr Crispin Copsey seconded, all were in favour)

#### **144/22 To Consider and Approve Any Action in Relation to the Speed Management Sign Administration**

It was agreed that the Handyman would charge and move but not download data. The Parish Council thanked all the volunteers that had been involved.

#### **145/22 To Approve Precept and Budget 2023/4**

**A lot of people were struggling**

**RESOLVED:** That the Budget 2023/23 as presented are approved and that the Precept for 2023/24 be approved as £25,000 (Cllr Sue Welch proposed; Cllr Chris Edwards seconded, all were in favour)

#### **146/22 To Approve Payments**

<b>Payee</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
Clerks - wages and expenses - Nov	429.40	0.00	429.40
PAYE HMRC - Nov	97.20	0.00	97.20
Satchwell Buildings - Werehen Fencing	2180.40	363.40	2,180.40
PKF Little John - External Audit Fee	200.00	40.00	240.00
K&M Streetlighting - November 2022	59.03	11.80	70.83
K&M Streetlighting - December 2022	59.03	11.80	70.83
Southery Village Hall Hire - interviews 13.12.22 and meeting hire 14.12.22	24.00	0.00	24.00
Eon Next - Football Hut Electric - 30.09.22 - 30.11.22	63.25	3.16	63.25
Handyman - Speed sign on three occasions plus empty dog bin on field and take away wood from cemetery path	100.00	0.00	100.00
Hodson Office Supplies - All ink for printer	47.98	9.60	57.58
Christmas Event Jubilee and Christmas Event - refund to Cllr Annette Osler	97.44	0.00	97.44
<b>Total</b>	<b>3357.73</b>	<b>439.76</b>	<b>3430.93</b>

Annette

**RESOLVED:** That payments as presented are approved. (Cllr Sue Welch proposed; Cllr Crispin Copsey seconded, all were in favour)

**147/22 To Approve End of Year Thanks**

Thank you to the resident who looks after the Werehen through the year. Thank you also to Jason Young's for putting out the wheelie bin at the cemetery through the year.

**148/22 To Approve Any Response to Planning Application Received for Consultation: 22/02150/F Garage extension to front and Sunroom extension to the rear of the property at Oaklea 8 Feltwell Road Southery Downham Market Norfolk PE38 0NW**

The Parish Council had no comments.

**149/22 To Note Date of next meeting – Weds 8 February 2023 at 7 pm in the Southery Village Hall**  
It was noted.

**150/22 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 HR Related Matter as follows:

**To Approve Appointment of New Parish Clerk and RFO to start from 1st January 2023**

**RESOLVED:** That the New Clerk as presented following the recruitment process be approved subject to agreement of contract and its terms and conditions to start in post from 1st January 2023. (Cllr Roger Whitehead proposed; Cllr sue Welch seconded, all were in favour)

**To Approve Payment for Current Clerk hours paid as usual rate subject to PAYE until handover is finalised HANDOVER**

**RESOLVED:** That the Current Clerk Helen Richardson be paid for any hours worked and paid until handover to new Clerk is finalised at their current rate of pay as required. (Cllr Roger Whitehead proposed; Cllr Sue Welch seconded, all were in favour)

**To Approve a Locum Clerk should it be required**

**RESOLVED:** That a Locum Clerk be sort from 1st January 2023 should recruitment not be possible by end of 31st December 2023, to be in place from 1st January 2023. (Cllr Annette Osler proposed; Cllr Chris Edwards seconded, all were in favour)

8.45 pm