

SOUTHERY PARISH COUNCIL

**Draft minutes of the Parish Council meeting held on Monday 3th April 2017 at 7.00pm in Southery village hall**

**Present:** Cllr M Moore, Cllr R Whitehead, Cllr T Feltwell, Cllr S Hart, Cllr J Osler, & Clerk.

**Apologies:** Cllr M Bird, Cllr T Hipsey, Cllr K Hipsey, Cllr C Copsey, Cllr M Storey

**Members of the public:** 9

**Minutes of last meeting**

Minutes of the meeting held on 6th and 13th March 2017 were discussed and agreed to be a true record of proceedings.

Proposer: Cllr J Osler

2nd: Cllr S Hart

**Declarations of interest**

Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement that declarations from a member include the nature of the interest and whether it is personal or prejudicial.

None declared

**Chairman’s reports/updates**

Cllr S Hart reported that the wooden rail fence around the pub car park is rotten in several places and should be either removed or replaced. Cllrs agreed to meet with Mr. Wills to inspect the fence and make a decision as how to proceed.

Clerk has contacted the Borough Council of Kings Lynn and West Norfolk (BCKLWN) to report the high incidents of dog fouling around the parish. They suggested that incidents are reported to them as this will enable them to raise a ticket for clearance and it will be logged in the system giving an indication of any 'hot Spots' in the area. The community safety and neighborhood nuisance team may then may be able to visit the area and take further action. Please report incidents to the BCKLWN on 01553 616200 or use online forms at the BCKLWN website www.west-norfolk.gov.uk (see section: people and communities then click report a nuisance).

With regards to fly posting anything on the highway boundary to include anything on most street furniture is reportable to Norfolk County Highways Department. Any flyers on a hedge or fence is the responsibility of the land owner.

Cllr M Storey has reported that highways will be installing a new gully and pipe on Lynn Road to alleviate the flooding problems near property 16/18.

Land registry have issued a deadline for negotiations of 28th April 2017, they will not keep this matter pending indefinitely. If after this they have not heard from the parties with up to date details of the position in negotiations or confirmation that the matter has been resolved by agreement and how such an agreement is to be implemented the land registry will prepare this matter for referral to the land registry division of the property chamber, first tier tribunal to determine. It is unlikely that any further extensions of time will be granted.

A site meeting has been arranged for the solicitor and parish councilors on 10th April 2017 at 9.30am to discuss this matter.

Norfolk County Council have issued a proposal for 20mph speed limits in certain areas of Southery. This includes Westgate Street, Upgate Street, Recreation Drive, Ferry Bank, Common Lane, Mill Lane, Churchgate Street, Church Lane, Orchard Way but does not include Feltwell Road or Lynn Road at this stage.

Parish Councilors discussed this and agreed the proposal to apply 20mph to these areas.

Proposer: Cllr M Moore

2nd: Cllr J Osler

Traffic data results are available from the SAM units on Feltwell Road and Lynn Road. Thank you to Ann Allenby and Derek for volunteering to retrieve and analyse the data.

**Correspondence**

Local plan review - sites put forward for consideration to be published

You may be aware that the Borough Council has started the process of reviewing its Local Plan (Core Strategy 2011 and Site Allocation & Development Management Policies Plan 2016). The Local Plan review will guide development within the borough up to 2036.

One of the first formal stages is a ‘Call for Sites and Policy Suggestions’ public consultation. This took place in late 2016. We are shortly to publish on our website a schedule and mapping of all the sites which have been put forward for consideration as part of the Local Plan. (Some 550 sites across the Borough)

* The sites are to be published at this stage for transparency and information sharing
* It is provided for illustrative purposes only
* This does not allocate any of the sites shown
* It does not grant permission for any of the sites shown
* Nor does it demonstrate any views or assessment of the sites
* The information shown is purely based upon details received within submissions to the consultation

These sites will now be subject to assessment which will lead to a number of them being proposed for allocation in the Local Plan review.

At this stage we are only asking those who have put forward a site for consideration to either confirm the details and mapping as correct or provide us with more accurate information. We aim to have a draft version of the Local Plan review out for public consultation towards the end of the year. We will of course notify you of this, and this will be an opportunity for everyone including parish councils to comment upon proposed sites and policies.

Further information on the process and the timescale can be found via the links below:

<https://www.west-norfolk.gov.uk/info/20091/local_plan/510/local_plan_review_2016-2036>

Available training for parish and town councils:

1. An introduction to neighborhood plans

2. Consulting your community in engaging ways

3. Getting your community project off the ground

Parish and Town Council CIL (community infrastructure levy) payments: If you're a parish or town council 15% of Community infrastructure levy receipts that arise from developments in your parish can be claimed for by the parish. CIL is paid depending on the size of the development and planning permissions can be valid for three years so it may be a number of years before significant CIL payments or received.

**Planning applications**

17/00518/F: Replace existing portacabin type building that is used as a toilet block and canteen with a purpose built toilet block and canteen at Nicholson Farm Machinery 33 Common Lane Southery.

No objections raised

Proposer: Cllr S Hart

2nd: Cllr M Moore.

**Payments for approval**

Clerk wages £310.50

Expenses £56.59

C Wills wages £108.40

Expenses £35.90

HMRC £27.00

E.on £215.87

Vidahost £25.78

Hodson office supplies Ink £32.39

BCKLWN dog bins £567.84

K & M Lighting £83.05

All payments were approved for payment.

Proposer: Cllr S Hart

2nd: Cllr T Feltwell.

The Council discussed making payments electronically via direct payment from the Parish Council bank account. This will save time and expense of stamps.

It was discussed and it will be written in the financial standing orders that regular payments which can be made electronically will be done so by the clerk and the transaction will be printed and signed by the council at the next meeting.

The Clerk, C Wills, K & M lighting and HMRC will be set up for direct payment immediately.

All agreed

Proposer: Cllr S Hart

2nd: Cllr R Whitehead

**Matters requiring attention**

Notice of audit of accounts for the year ended 31st March 2017 has been received. Ms B Stubbins will audit the accounts once again this year. All agreed.

Playing field car park needs spraying, this will be carried out by C Wills as he holds the appropriate certificates.

The old website will be cancelled.

Play area inspection report this year highlighted the need to replace a swing seat in the near future at a cost of £40.00.

Some of the timber around the edges of the rubber tiles also needs replacing, C Wills will carry out the necessary repairs.

Cllr S Hart suggested that the council look into some more up to date play equipment.

The football hut and toilets remain in a poor state of disrepair. Clerk will contact the football club to discuss this.

Memorial application for Shelia and Aubrey Williamson. No objections raised by the Council.

**Matters bought to the attention of the Council:**

Issues raised by the Council which are not on the agenda will be put forward to the next meeting of the Council; no decision will be taken at this meeting.

Overgrown hedges on Feltwell Road remain a problem, Clerk will write to home owners again and report to Highways for their attention.

Overgrown trees and brambles have been reported on Church gate Street.

The cemetery grass has been cut but lots of grass is left behind on the graves and path. Council suggested asking contractor to do extra cuts to get on top of the problems.

Suggestions were to gravel the cemetery or increase cuts at a significant increase in cost.

**Members of the public comments / questions**

The wooden style on the public right of way path leading from Feltwell Road to Campsey Road needs replacing.

The white gates at the South of the village still have highways signs on them.

Council were asked when work will commence on removing the dangerous stones at the cemetery. This is currently being discussed.

Meeting closed 8.00pm

The Next Parish Council meeting will be meeting will be the Annual Parish Council meeting which will be held on 8th May 2017 at 7.00pm followed by the annual parish meeting.