

# Southrepps Parish Council

## Ordinary Council Meeting

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Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF

### Minutes of the Ordinary Parish Council Meeting

**Wednesday 18<sup>th</sup> October 2022 @ Southrepps Village Hall @ 6.30pm**

**Present:** Lesley Sparrow (Chair), Louise Marriner, Louis de Soissons, Grahame McCabe, Tish Peal and Chris Shaw

**Others:** 2 members of the public

1. **To consider apologies for absence**  
Apologies had been received from Roger Swift - personal and these were accepted by the Council.
2. **To receive declarations of interest and Pecuniary interest authority**  
No declarations of interests were received.
3. **To approve Minutes - Southrepps Ordinary Parish Council Minutes - 3<sup>rd</sup> August 2022**  
These had been circulated and it was resolved that they be signed by the Chair.
4. **Resolution to adjourn the meeting for public participation and District and County Councillor Reports (15 minutes maximum)**  
**Resolved to open the meeting to the public.**

Discussion took place on Wellspring Road and the works which needed to be undertaken in order to re-open the route. The Clerk was asked to write to MP Duncan Baker. EP

Crown Loke the resurfacing which was completed previously needed to be resurfaced again due to the standard of the works carried out. The Clerk would remind Tim Adams. EP  
**Resolved to close the meeting to the public.**

5. **To appoint contractor for supply and installation of oak notice board to be located at Warren Road, Southrepps**  
It was resolved that Financial Standing Orders be suspended to allocate the work to a local tradesperson. The notice board had been sourced at an agreed price of £1,800 with Bespoke Oak a local provider (reference Minute 9 May Agenda).

6. **To consider and review Planning if received prior to meeting**

22/2298	Dragon Hall, Pit Street	Rear single storey ext plus 3 additional roof lights and installation of PV panels to converted barn	No comments
22/1891	Tinkers Piece, Thorpe Rd	Erection of single storey side and rear ext	No comments
22/1949	Crossways, Chapel Rd	Demolition of existing rear ext and porch and erection of single-storey side and rear ext	Comment re use of timber boarding
21/1697	Ash Tree Farm, Top Road	Demolition of 4 existing poultry sheds and erection of no 1 free range poultry shed with free range roaming area	No comments

## 7. Financial Matters

### 7.1 To approve payments

PAYEE	AMOUNT
HMRC	174.20
Elaine Pugh (20 hours FOI)	847.65
Mr Cheney (handyman)	327.50
Kevin Richardson	370.00
CT Baker (materials)	137.49
Lloyds Bank - MJ Tree Services	336.00
Mr Overton (Moles)	90.00
PFK – Audit	240.00
Glasdon (benches)	2,354.69
Countrystyle recycling	117.00
Npower (July)	27.36
Npower (August)	27.43
Npower (Sept)	28.04

Resolved to approve enbloc.

### 7.2 To agree and sign application for online banking

It was resolved that this be agreed and the paperwork duly signed.  
The Clerk would complete and forward the paperwork. EP

### 7.3 To agree expenditure for repair of zip wire £522

It was resolved that NGF be appointed to complete the work.  
The Clerk would endeavour to negotiate a better price due to other works being installed simultaneously. EP

## 8. Clerks report and matters arising (updates and information only)

8.1 **SAM 2** - the figures had been circulated and would be placed onto the website for the community to review. EP

8.2 **Dividing screen between the Vernon Arms** - Enforcement Team 20/0216 - the Clerk would chase again. EP

8.3 **Southrepps Footpath FP5 & BR11** - forms need to be completed - the location needed to be clarified.

### Highways matters

8.4 **Parish Partnership Bids - 20mph zone in High Street**

This matter was still ongoing and was waiting to be completed.

8.5 **Stump Cross - road flooding issues**

With Highways - awaiting drainage scheme. This is a very low priority.

8.6 **Wellspring Road** - repairs waiting Natural England and NCC Highways to progress this. Clerk to write to MP Duncan Baker. EP

8.7 **Flooding along Long Lane** - The Flood team are monitoring the situation. Internal flooding has a higher priority.

### Work at playing field

8.8 **Creation of 4-6 allotments, associated ground, hedging works, installation of fencing and new openings for access.** Works had commenced and were progressing well. The hedges had been cut back along with the Laurel hedge. Discussion took place on the fencing and it was agreed that the materials be changed to chestnut fencing.  
The Clerk would inform the contractor. EP

8.9 **3 new picnic tables for use at the new allotments** - these had been purchased and installed by the caretaker.

8.10 **Installation of external gym area** - the wording for the signage was reviewed and amended. The Clerk would liaise. EP

8.11 **Removal of old junior swings and installation of new unit**

The old swings would be removed imminently and the new ones erected when the outside gym equipment was installed. EP

- 9. To consider the provision of water to the allotments and review the new charge for allotments (with or without water)**  
 Investigations were ongoing as to where the connection from the Bowls Club was located. This would be the point where the allotments could connect the water pipework. As yet there was no quotation obtained due to the complexities of sourcing the water junction. Progress was being made and it was hoped that a figure would be forthcoming in due course. The Clerk was dealing with this. EP

The concern was that of fairly allocating the cost of the water to each allotment holder. All agreed that the yearly charge for the allotments was extremely good value at £12 - £17 per plot depending on the size.

It was resolved that initially each allotment holder would pay an additional £13 per allotment for their water supply/use and this would be reviewed and adjusted as required.

**10. To review correspondence**

PFK Littlejohn - questions on Audit	Completed
Glasdon Benches	Confirmation
NCC - road closure 18 <sup>th</sup> - 24 <sup>th</sup> August Clipped Hedge Lane	Circulated
Member of public re FOI	Responded
SAAA 2022 Opt Out of Audit	Noted
ICO - Decision notice re FOI request from member of the public - Commissioner requires no steps to be taken	Noted**
Tim Adams - Long Lane	Noted
NGF - quotation for repair of zip wire	Agenda
PFK Littlejohn - completion of audit	Noted and no action to be taken
Lloyds Bank re internet banking application	Agenda
NCC - Highways - traffic order	Circulated
Member of public re FOI re Clerk	Noted**
NNDC - tree felling - approved license	Circulated
NCC - Highways inspection from 3 <sup>rd</sup> Oct 22	Noted
NCC Modification Order Restricted Byway 13	Noted

*\*\* The Council resolved that there was to be no further action on this matter and agreed that it was closed. It had already cost the Council for the Clerk's additional hours attending to the FOI and liaising with the ICO. The reason for this decision was that there were no benefits in the claims/comments made by the complainant to the wider community.*

**11. To receive and review Play Inspection Report and take appropriate action**

The play inspection highlighted urgent issues with the large swings which are due to be removed and the slide in the toddler area needed attention. The Clerk will arrange the repairs and report back. EP

**12. To consider additional policy - unreasonably persistent complainants**

The Council resolved that this policy be adopted however, would be utilised only in an extreme situation.

13. **To Receive Reports from Councillors and items for December Agenda**
- To review perimeter fencing around play area suggestion to replace wooden with strong recycled materials.
  - Footpath along Long Lane provided under the S106 agreement by Flagship Housing. Tim Adams was chasing this along with a pedestrian dropped kerb.
  - Repair of Long Lane dog bin
14. **To Confirm the Date of the next meetings  
Southrepps Ordinary Parish Council Meeting  
Wednesday 7<sup>th</sup> December 2022 - at 6.30pm**

There being no further business the meeting concluded at 8.30pm.

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LESLEY SPARROW - CHAIR

7<sup>TH</sup> December 2022