

SOUTHREPPS ANNUAL PARISH MEETING MINUTES

Wednesday 17th May 2023

@ 6.30pm – Southrepps Village Hall

To be followed by the
Southrepps Annual Parish Council Meeting

Present - Lesley Sparrow - Chair to Parish Council
Elaine Pugh - Clerk
Members of the Public: 8

1. CHAIR'S REVIEW/REPORT for the year 2022-2023

As we embark on a new four year term of office I would like to thank my fellow parish councillors and Mr Tim Adams for their input and hard work over the last 12 months. We welcome a new parish councillor to our team; Mrs Fiona Hall and our congratulations go to Mr Roy Macdonald as our new NNDC Councillor. A huge thank you also goes to Elaine Pugh our parish clerk for her invaluable work.

It has been a busy year with new allotments being installed together with ground and hedge work, new picnic tables and an outdoor gym area. A new noticeboard has been purchased for lower Southrepps. SAM2 continues to monitor traffic through the village but sadly we no longer have a speed watch team.

The parish council has taken on the upkeep of the 2 defibrillators in the village and a donation of £50 was made towards a training session in the village hall. A donation of £75 was made to the Royal British Legion.

The village hall continues to be in regular use with events planned for the forthcoming months and southrepps football club players and volunteers continuing to use the recreation ground in the village.

A huge debt of gratitude goes to all volunteers who continue to keep clubs and societies running, your work is appreciated.

The parish council oversees - dog bins, grass cutting, bottle banks, allotments and play equipment.

As always - if there are any queries, please contact us.

2. TO SIGN ANNUAL MEETING MINUTES - 1st June 2022

These had been circulated and it was resolved that they be signed.

3. TO RECEIVE REPORTS FROM VILLAGE CLUBS AND SOCIETIES

Southrepps Football - Club - Roger Smith - informed that the Club now plays in the Central South Norfolk League in the 3rd division. They played a league club game at Bowthorpe and had a successful season. They are currently seeking a secretary and treasurer as Roger Swift has resigned those positions.

SAM2 - it works well and monitors speed. The hot spot is at Gables Avenue - incoming and outgoing. There are few issues along Lower Street. It is moved every 4 weeks in compliance with Highways.

Southrepps Society - attendance is good with numbers being maintained. Speakers regularly visit and recently a walk was arranged. It is good to see people interested and still joining the Society. The history hub is being set up in the small room of the village hall and it is hoped to put on an exhibition in the Church at the same time as the village bash in August.

4. OPEN MEETING FOR THE PARISH

Members of the public raised their concerns with the number of empty homes on the new Flagship development at Long Lane. There were issues with the car park as it was inaccessible due to a large “hump” which deterred residents/visitors using the facility. The condition of the road leading to the area was also a problem. Residents were extremely aggrieved at the state of the project. The issues with the yellow lines were also problematic. EP

The Council agreed to write to Flagship to highlight these issues. It had been confirmed that the parking restrictions “double yellow” lines had been withdrawn.

Problems were also being encountered along Sandy and Clipped Hedge Lane with large farming vehicles having no respect for residents’ curtilage. A number of properties had experienced damage to their banks and the large farm vehicles also drove quickly and with disregard to the layout and condition of the small roads. EP

The Clerk would write to the local Farm Manager to invite them to a Parish Council Meeting and inform them of the issues experienced by the community.

There being no further business the meeting concluded at 7pm.

LESLEY SPARROW - CHAIR

DATE:

Southrepps Parish Council

Annual Parish Council Meeting

☎ 01692 402998 – clerk to council – elainepugh15@hotmail.com

Raynham house, 10 new road, north walsham, Norfolk, nr28 9df

Minutes of the Annual Parish Council Meeting

Wednesday 17th May 2023

commencing at 7.00pm following the Annual Parish Meeting
@ Southrepps Village Hall

Present: Lesley Sparrow (Chair), Roger Swift (Vice Chair), Louise Marriner, Chris Shaw, Graham McCabe and Fiona Hall
Others: 3 members of the public

- 1. To Elect a Chairman for 2023-2024 and receive declaration of acceptance of office**
It was resolved that Lesley Sparrow continues as Chair and the acceptance of office was duly signed.
- 2. To appoint a Vice-Chairman for 2023-2024 and receive declaration of acceptance of office**
It was resolved that Roger Swift continues as Vice-Chair and the acceptance of office was duly signed.
- 3. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
Louis de Soissons - personal - accepted by the Council.
- 4. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations. To receive from the Clerk whole council dispensation or individual(s)**
Graham McCabe informed that he has a personal interest in the Football Club as Chair. No other interests or dispensations were requested or given.
- 5. To approve Ordinary Parish Council Minutes 12th April 2023**
It was resolved that these be signed by the Chair.
- 6. To adopt the General Power of Competence (GPOC) (9 vacancies - 7 Councillors 2/3rds Councillors and qualified Clerk)**
The Clerk informed on the GPOC and it was resolved that the Council adopt this power as it met the requirement. This would last for a period of 4 years.
- 7. Resolution to adjourn the meeting for public participation - NNDC and CC Reports (10 minutes allowance)**
The public did not wish to contribute therefore this was deferred as required.
- 8. To review and consider Planning if received**
No new planning had been received.

**9. Matters Arising and Monthly updates and for information only:
Clerks report and matters arising (updates and information only)**

9.1 SAM 2

The figures informed that the volume of cars and their speed was average. There were a couple of “blips” in fast moving vehicles. The unit was now at Pitt Street.

9.2 Southrepps Footpath FP5 & BR11 - forms need to be completed -

The location needed to be clarified and this would hopefully be undertaken during the better weather.

9.3 Notice board for Warren Road - ordered

Highways matters

9.4 Parish Partnership Bids - 20mph zone in High Street - with NCC

This is still with NPLAW for the traffic regulation order.

9.5 Stump Cross - road flooding issues with NCC

9.6 Flagship - Long Lane Footpath, dropped kerb and flooding along

Long Lane - with NCC - Letter written and Highways had confirmed that the parking restriction application had been withdrawn.

Work at playing field

9.7 Creation of 4-6 allotments, associated ground/ hedging works, installation of fencing and new openings for access. Removal of old junior swings

The Clerk had continually chased the contractor on this however, there had not been a confirmation of a start date. The Clerk and members would endeavour in the interim to source an alternative contractor.

9.8 Replacement of play area perimeter fencing - under review

10. To consider and review correspondence

NALC - introduction of services	Noted
Resident - email re FOI - concluded	Circulated
Southrepps Village Bash - explanation of costs	Circulated
NNDC - Reed Cottage - replacement windows and chimney - permission not required	Noted

11. To consider Financial Matters

11.1 To receive bank reconciliation and note receipts and review reserves

The bank reconciliation and reserves were received and reviewed.

11.2 To agree upgrade of website and to bring it up to compliance and website accessibility standards (cost circa £230)

The Clerk highlighted that the website needed to be upgraded. Members resolved to approve this expenditure and would like the Clerk to investigate individual email address for Council members. EP

11.3 To consider donation to the Southrepps Community Bash

The Village Hall had written to detail their commitment to this community event and had requested £850.00. The Council resolved that £850 be donated for the benefit of the residents of Southrepps. EP

11.4 To review allotment rents payable in August 2023

The allotment rents were reviewed and for the following year would remain as currently charged. However, when the water was connected the fee for that would be added to the next invoice.

11.5 To agree payment schedule and approve payments

N Power (April) - direct debit	22.62
Donation to Southrepps Support Scheme - defib training	50.00
Southrepps Village Hall-Village Bash	850.00
Ros Calvert internal audit	65.00
NPTS - training and support	170.00
AJ Gallagher – insurance	1,303.85
G Cheney - caretaker	280.50
Kevin Richardson - grass cutting	450.00
Elaine Pugh - Clerk	579.33
HMRC	36.20
Noticeboards online (notice board at Lower Southrepps)	2,166.26
Countrystyle Recycling	24.00

Resolved to pay enbloc.

12. **Annual Governance and Accountability Return 2022-2023 (AGAR)**
- 12.1 **To receive and agree the Accounts for 2022-2023 (circulated)**
This had been circulated and it was resolved that they be signed.
- 12.2 **To receive and consider internal auditor's report for 2022-2023 (circulated)**
This had been circulated and the contents noted.
- 12.3 **To consider and agree complete Section 1&2 of the Annual Return for 2022-2023**
This had been circulated and it was agreed that this be signed.
- 12.4 **To consider and agree risk assessment**
The risk assessment was reviewed and agreed.
- 12.5 **To consider and agree asset list**
The asset list was agreed and the container at Lower Southrepps on the land gifted to NWT needed to be transferred to their ownership it was purchased in 2016.
- 12.6 **To consider the re-appointment of internal auditor for 2023-2024**
It was resolved that Ros Calvert be appointed as Internal Auditor for 2023-2024.
13. **To Receive Reports from Councillors and items for the next Agenda**
- The white village entrance gates needed trimming around and cleaning. EP
- Church Street - the derelict plot - needed attention - to be Informed to Roy MacDonald - NNDC EP
- Water outside Ham House - Highways EP
- Chase NNDC - enforcement notice EP
the fence had not been removed
- County Broadband were digging up pavements and leaving holes with little regard to access for residents. The Clerk would write to County Broadband. EP
- Trees overhanging the footpath by the Bowls Club. EP
- Ivy clump needed removing from playing field EP
and also ivy from tree further down.
- Seating around the playing field - suggested railway sleeper Agenda
- The Community Infrastructure Fund Agenda

- 14. To confirm date of the next Meeting
Southrepps Ordinary Parish Council Meeting -
Wednesday 2nd August 2023 - Southrepps Village Hall @ 6.30pm**

There being no further business the meeting concluded at 8pm.

CHAIR

2nd August 2023