

Southrepps Parish Council

Ordinary Parish Council Meeting

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Raynham house, 10 New Road, North Walsham, Norfolk, nr28 9df

Minutes of the Ordinary Parish Council Meeting

Wednesday 1st November 2023 @ 6.30pm @ Southrepps Village Hall

Present: Lesley Sparrow (Chair), Roger Swift (Vice Chair),
Louise Marriner, Chris Shaw, Fiona Hall, Louis de Soissons
and Grahame McCabe

Others: 1 member of the public
Tim Adams - NCC and Roy MacDonald - NNDC

1. **To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
All members were present.
2. **To receive declarations of pecuniary interests and dispensations in Agenda items and individual dispensations to be authorised**
Grahame McCabe - personal - EF23/2037 - Boulac Cottage and Agenda item 10.5 - donation to Royal British Legion.
3. **To approve Ordinary Parish Council Minutes 20th September 2023**
It was resolved that these be approved and signed by the Chair.
4. **Resolution to adjourn the meeting for public participation - NNDC and NCC Reports (10 minutes allowance)**
Resolved to open the meeting to the public.

Tim Adams, NCC - spoke about the **20mph zone** through the village and that it was ongoing. As there were still outstanding objections with a number of villagers not withdrawing their objections the application would need to go to delegated powers. This could take up to 10 weeks.

Long Lane - the footpath was nearly complete and the balance of the tenancies are in the process of being awarded. The drainage ditch has been cleared. **Wellspring Road** - the ecologist has attended and the radar test completed. Pot holes had been reported as required.

Issues raised - **Flagship** - the trees which were planted are dying and need attention or replacing. The Clerk would write to Flagship. EP **Long Lane** cars are parking near to the village shop - which is causing issues on exiting the road. This is a Police matter and evidence would need to be provided. **Bramble Lane** had pot holes - these would be reported by the together with photos of the damage.

Roy MacDonald, NNDC - discussed the **EF 23/2037** which he was working on with the Enforcement Team and discussion took place on this matter. The Clerk was asked to write a comment on the planning number in connection with this application and the encroachment of the fencing onto Crown Loke. EP

Church Street - overgrown plot - this had been discussed with the Planning Department. A request would be made to maintain the boundary of the land so that it did not become overgrown.

5. To review and consider Planning if received

No new planning had been received however, it was noted that EF23/2037 relating to Boulac Cottage had been drawn to the Council's attention. It was resolved that the Clerk writes to NNDC on this application in connection with the encroachment into the Loke. This causes access issues to residents and may eventually lead to a challenge for ownership of the area which has been fenced off. EP

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

6.1 SAM 2

The information had been extracted and the unit moved to Gables Avenue for 2 months (4 weeks each way).

6.2 Southrepps Footpath FP5 & BR11 - LDS

The Clerk would forward the information to Louis de Soissons for his investigation. EP

6.3 Notice board for Warren Road - delivered and waiting installation during November.

Highways matters

6.4 Parish Partnership Bids - 20mph zone in High Street - with NCC
Highways are now responding to objections received and layout for design of build-outs requested

6.5 Stump Cross - road flooding issues with NCC

6.6 Flagship - Long Lane Footpath - completed - bin reinstated

6.7 Water o/side Ham House - ref 900232767 - reported again 900244762
This does not meet their criteria for repair however, they will monitor the situation. A photo of the puddling would be supplied.

Work at playing field

6.8 Allotments - 6 new allotments leases completed - invoices sent out for all allotments and funds being received. Sourcing a new water tap.

6.9 Replacement of play area perimeter fencing - guide price obtained

6.10 Community Ownership Fund

This matter was discussed again however, it appeared that at the present time no further action could be taken. Investigations would continue.

6.11 Perching Benches - due to be installed around the perimeter of the playing field.

6.12 Tree at Lower Southrepps - Willow tree on the Common - this was being monitored and at the present time no action needed to be taken.

7. To consider and review correspondence

PFK Littlejohn - External Auditor opinion	Agenda
NCC - various road closures	Circulated
NGF - Play - Quotation for repairs to play equipment	Agenda
Resident re issues with County Broadband - noted/acknowledged	Circulated
MADRA Football Club - re utilising the playing field	Circulated
NCC - Highway Inspection - Parish Visit	Circulated
NNDC - prevent headlines	Circulated
Southrepps Football Club - update on League Football	Circulated
Caring together charity - seeking volunteers	Noted
Play Inspection Company - play equipment report	Agenda
Caring Together - searching volunteers	Noted
NNDC - Community Connector - attendance at next meeting	Noted
NCC - response Enq 244762 - no further action will monitor	Noted
NCC re 20mph next steps	Circulated
NCC - closure of Chapel Road 23 Oct to 3 November	Noted
NNDC - Zoom meeting	Circulated

8. To consider play inspection report and agree expenditure for repairs

The Hally Gally had been reported as needing immediate attention and was high risk together with a number of other issues. The Clerk had arranged immediate removal of the Hally Gally overhead parts and fitment. A quote had been obtained from NGF in the amount of £1,741.09p. Financial Orders were suspended so that these repairs could be carried out by qualified specialists and it was resolved that NGF complete these works.

The Clerk would instruct the supplier.

EP

9. To consider replacement of play area perimeter fence at Southrepps Playing Field and allocate funding

Members discussed this at length and it was agreed that quotations be sought for this project. The materials to be used were that of chestnut fencing with strong solid plastic posts.

EP

10. To consider Financial Matters

10.1 To receive bank reconciliation and note receipts and review reserves

The bank reconciliation was noted and agreed.

10.2 To agree payment schedule and approve payments

PFK Littlejohn	252.00
NNDC - litter/dog bin emptying	950.82
Stuart Clark (Secret Gardens)	145.00
NNDC – elections	51.72
Kevin Richardson	450.00
Mick Kinder (gardening)	181.50
Countrystyle - emptying of recycling	36.00
Elaine Pugh	415.80
HMRC	12.20
N Power (Sept)	39.85
The Play Inspection Company	179.88
Royal British Legion (S137)	100.00

Resolved to pay enbloc.

- 10.3 To note conclusion of the External Auditor PFK Littlejohn review/opinion and take appropriate action**
The AGAR had been received, signed off and no recommendations had been made by the external auditor.
- 10.4 To review budget and set Precept for 2024-2025**
The proposed budget for 2024-2025 had been circulated to members for their consideration and a short question and answer session took place. It was resolved that the Precept request be made and maintained at £17,000 for 2024-2025. The Clerk would complete the paperwork and inform NNDC. EP
- 10.5 To agree donation to Royal British Legion (S137) (£75 21/22)**
Members discussed this at length and it was resolved that a donation of £100 be made.
- 11. To Receive Reports from Councillors and items for the next Agenda**
FP9 - a tree had fallen across the footpath. This would need to be reported to Highways. FH/EP
- The dog bin at the junction of Long Lane needed replacing and the Clerk was requested to purchase a new bin. EP
- No dog signage needed to be replaced at Playing Field EP
- Manhole cover at junction High Street/Church Street EP
- 12. To confirm date of the next Meeting**
Southrepps Ordinary Parish Council Meeting -
Wednesday 6th December 2023 - Southrepps Village Hall @ 6.30pm

There being no further business the meeting concluded at 8.10pm