



Syderstone Parish Council

Parish Clerk: Sarah Harvey, BA Hons
Byanoak, Leicester Road, South Creake, Fakenham, Norfolk, NR21 9PW
Telephone: 01328 823391 Email: syderstoneparishcouncil@outlook.com
www.syderstonevillageandpc.info

Minutes of the Parish Council Meeting Held Thursday 17th October in Amy Robsart Hall

PRESENT:

- Cllr D Niemann - Chair
- Cllr D Daly – Vice Chair
- Cllr D Candy
- Cllr S Ojelade
- Cllr S Wood
- Clerk/RFO – Sarah Harvey
- Members of the Public – 5

-
1. **Welcome from the Chair:** The Chair welcomed all those present to the meeting.
 2. **Apologies for Absence:** apologies for absence were received and accepted from Cllrs K Jordan and P Welland.
 3. **Declarations of Interest on Agenda Items:** None.
 4. The Minutes of the meetings held on 26th September 2024 were circulated before the meeting. It was **PROPOSED** by Cllr S Wood, **SECONDED** by Cllr D Daly and **AGREED** that the minutes were a correct record of the proceedings and signed by the Chair, Cllr D Niemann.
 5. **Parishioner's Questions and Statements (15 minutes):**
A parishioner thanked the Parish Council and the Borough Councillor C Morley for their supportive comments in relation to planning application 24/01409/F, 9 Mill Lane.
 6. **To consider the Clerks Report (Matters arising for information only):**
The Clerk advised that there were still a number of outstanding highway issues that were awaiting feedback/action namely, installation of village gateways and SAM2 Posts, moss on pavement (The Street), Rudham Rd trod, installation of proposed trod at Docking Rd (between RB3 and RB5), integrity of safety barrier/roadway (Docking Rd) and placement of Play Area directional signs. It was noted that the Highways Engineer post had been vacant since July and it was understood that this would be filled shortly.
It was noted that the custom '**Book Exchange**' signs had been produced and paid for, these should be received shortly for installation.
The Grant Officer, Jo Maddock (Norfolk Community Foundation) confirmed that the reopening of the **Jack's Lane Community Benefit fund** had not been confirmed. They were expecting a further payment from RES in November and if it was a significant amount the fund may reopen for applications, otherwise the monies would be carried forward to next year.
The Clerk advised that the grant application to Awards for All for the **Playing Field Shelter** would be submitted shortly once a further application had been completed to reflect the further evidence that had been obtained.
The Clerk reported that the outstanding **Play Area parts** that had been ordered with Wicksteed on the 8th August had been cancelled as this hadn't been fulfilled. An order had been placed through OLP and the parts would be delivered to Cllr D Daly. A notification had also been received from Wicksteed stating that they would not be able to honour the annual **Play Area inspection** ordered at the end of May for June/July, until January/February next year. Therefore, depending on lead times offered by other 'inspectors' an order may be placed with an alternative company.

7. **To receive a report from County Councillor Michael Chenery:** No report was received.
8. **To receive a report from Borough Councillor Chris Morley:** Cllr C Morley reported via email that 'Recycling Centres – booking in advance starts for deliveries from 18th November with booking on web site or telephone customer service desk from 11th. We are concerned with fly tipping but will prosecute where we can.

I have started budget round for 25/26, discussing with assistant directors, we do not receive the Government's settlement until Christmas time but whatever the offer we will have cuts to make. We will need to cut around £4m from our expected spend to balance the budget but naturally, nobody wants to volunteer savings. We will be forced to top slice people's expenditure plans.

A public consultation is shortly to take place seeking views on our services and which are most important etc. Results may be useful in shaping the transformation we need to reduce our cost base. Tuesday evening an event was held in Churchill Rooms, Houses of Parliament, to lobby for Internal Drainage Board costs to be paid for by the Government. A follow up with the minister has also been arranged and we then wait to hear if the Chancellor says anything in her economic statement at the end of the month or the Local Government financial settlement in December. Something has to give as the levy on our Council Tax is too much for us. £3.5m or 44% of our Council Tax take.

Please advise any people on Careline to be aware of scammers and we need, for such residents, to follow BT's plans to move telephony to the internet. Unlike the existing telephone network which has it's own power, internet routers depend upon electricity from the Grid. If there are power cuts vulnerable people will be out of touch and so they need to ensure BT know of them and provide back up.

Hunstanton Soap Box Rally was another success and some contestants came from outside the Borough. The over 50 age winners came from Hinckley. Retail and trade sales were apparently equivalent to 3 good Saturdays.

If you hear of anybody who cannot check the benefits that may be available to them, a team from our benefits unit can help. Ring 0800 731 2253 on their behalf in the first instance.

I think everybody now knows that Go Green Grants are available for up to £8K for energy efficiency, village halls etc. via Community Action Norfolk.

Notwithstanding our financial position, Fawks in the Walks bonfire night fireworks and Christmas Lights in Kings Lynn are still going ahead.

I still have £900 of my Councillor Community Grant Fund if you know of any good cause that needs a little help (need bank account).'

9. Planning:

9.1 **To consider plans at the time of publishing:** None.

9.2 **To consider plans since publication of agenda:** None.

9.3 **To consider outcomes of planning – approved/withdrawn by the Borough Council:**
WITHDRAWN

24/01409/F - Demolition of an existing annexe associated with the main dwellinghouse to be replaced with the Construction of one, single storey, dwelling. at Windy Ridge 9 Mill Lane.

24/01316/F Syderstone 21 The Broadlands The Street - Proposed detached single storey outbuilding to provide accommodation for disabled son Application Permitted 7 October 2024 Committee Decision

9.4 **To consider and approve a Consultation on Planning Applications Policy:** the proposed draft policy was considered and it was AGREED that it should be adopted. It was AGREED that should the circumstances require a planning application to be dealt with outside of a Parish Council meeting the Planning Advisory Group would include all Parish Councillors.

10. Finance:

10.1 **To note accounts for payment under the Late Payments Interest Act (1998):**

X2 Connect Ltd (Telephone Box 'Book Exchange Signs)	138.00	BACS
---	--------	------

10.2 **To approve the accounts for payment in October (list at meeting):**

TTSR Ltd (Grounds Maintenance, September)	410.62	BACS
Clerk's Salary & Expenses (18 th September to 16 th October 2024)	336.00	BACS
Sarah Harvey (Replacement Cork Rectangular Noticeboard, Bus Shelter)	24.65	BACS
HM Revenue & Customs (Income Tax Payment)	1.20	BACS

10.3 **To note the finance received in September 2024:** None.

10.4 **To approve the September 2024 financial statement:** it was AGREED to accept the September 2024 statement, which was signed by the Chair, Cllr D Niemann.

- 10.5 **To consider earmarking the unspent CIL money to infrastructure projects:** it was noted that a total of £2941.12 CIL monies remained to be spent. It was noted that following the review in September 2023 £1,000 was still earmarked towards the costs associated with the playing field shelter. It was AGREED that the remainder of the funds would be reviewed once a quotation had been secured from UKPN for an independent power supply for the playing field. At the same time the bid from the Village Hall for funds to contribute towards infrastructure projects would also be considered.
- 10.6 **To review and approve the general risk assessment policy:** it was considered and AGREED that the proposed draft risk assessment should be adopted.
- 10.7 **To approve the cost to install a new LED lantern to streetlight opposite Ten Cottages:** it was noted that Cozens (UK) Ltd had advised that on inspection of the streetlight this could not be fixed due to water ingress damage inside the lantern and that a new LED lantern would need to be installed for £395.00 + VAT. It was considered and AGREED that the streetlight should be replaced.
- 10.8 **To approve a donation to the Royal British Legion:** it was AGREED that a donation of £50 should be made to the Royal British Legion.
- 10.9 **To approve new business advertisers for The Natterjack:** it was considered and AGREED that JJH Flooring should be offered a space to advertise in The Natterjack.
- 10.10 **To agree a contribution to the SLCC registration fee in order for the Clerk to update and submit Level 3 CILCA qualification:** it was AGREED that a contribution of £125 would be made towards the registration and assessment fee due to the SLCC. The remainder of the fee would be met by a £200 bursary from the Norfolk SLCC and Great Massingham Parish Council.
11. **Parish Councillors Reports**
- 11.1 **Village Speedwatch and relocating of SAM2 signs:** it was noted that a local traffic officer was to accompany the Speedwatch team on some of the planned dates going forward.
- 11.2 **Attendance at the Priority Setting Meeting (formerly SNAP):** it was noted that the next meeting would be scheduled for October/November.
- 11.3 **Playground Weekly Inspection Reports:** Cllr D Daly reported that there were no issues to raise other than the presence of recurring mole hills.
- 11.4 **Monitoring of Street Lights and Fire Hydrant List:** no issues were noted (also see 10.7).
- 11.5 **NCF – Jack’s Lane Wind Farm Community Fund Panel:** Cllr D Candy advised that there was nothing to report.
- 11.6 **Defibrillator on wall of ARVH:** it was noted that there were no issues and that regular reports continued to be sent to WEBNOS.
- 11.7 **Amy Robsart Village Hall Committee:** Cllr D Niemann reported that Mr C Little would be standing down as Chair of the Committee and that the role would be filled by Mrs C Appleby. Cllr D Niemann thanked Mr C Little for his time and service as Chair and noted that he would continue to serve as a Committee member.
12. **Updates and on-going items**
- 12.1 **Update on Neighbourhood Plan:** Cllr S Wood advised that the draft plan had been submitted to the Borough Council of King’s Lynn & West Norfolk and the statutory bodies and had come back from the consultation with no comment.
It was noted that the next stage was the section 14 consultation with the residents of the parish. This would require approval for a poster to be printed and distributed to all households and businesses. The consultation would run from 4th November to 16th December. It was noted that the draft plan would be available on the Parish Council website and copies would be available in the Church and Village Hall. Requests could also be made to the Clerk for hard copies of the draft plan.
It was noted that a reminder would go into the next Natterjack and a drop in session had been arranged to coincide with the Coffee Morning on 4th December where members of the steering group would be on hand to answer any questions.
The Steering Group would meet on 23rd January to discuss the results of the survey and to implement any changes required. The plan would then be submitted to the Borough Council of King’s Lynn & West Norfolk to undergo a further consultation and examination. It was then hoped that a referendum would be held during the early summer of next year.
It was noted that there would be printing costs involved but that there was provision for this within the grant secured from Groundwork UK.

It was considered and AGREED that the costs associated with the print and distribution of the A5 flyers in association with the section 14 consultation (£110 + £15 (delivery)) should be approved.

- 12.2 **Update on derelict property on The Street:** Cllr D Niemann advised that a local tradesperson had completed areas of work requested by the property owners and that he was awaiting further instruction, which was believed to include the reduction of vegetation at the rear of the property.
- 12.3 **Update on Play Area Noticeboard:** Cllr S Ojelade presented a finalised version of the Play Area notice board that she had designed using artwork from the Primary School competition. It was considered and AGREED that the noticeboard had been wonderfully designed by Cllr S Ojelade and that the written content reflected the necessary information required. It was AGREED that Cllr S Ojelade would finalise the design (to include a reference to 'No dogs except assistance dogs). Once complete the order would be placed with Earth Anchors and the design work made available to them.
- 12.4 **Update on Emergency Plan:** Cllr D Niemann advised that a further working group meeting had been arranged for 19th November at 6.00pm.
- 12.5 **Update on the Village Sign:** it was considered and AGREED that a quotation from M Bateman Maintenance for £370 should be approved and the work be carried out.

13 Open Spaces

- 13.1 **To consider the placement of Play Area directional signage:** the Clerk advised that she had asked Highways whether it would be appropriate to have a brown tourist information sign (possibly sited at The Street/Mill Lane junction). It was AGREED that whilst a permanent sign would be a desired long term goal, temporary laminated Play Area signs could be placed at the Bus Shelter, Book Exchange and Parish Council noticeboards.
- 13.2 **To agree arrangements for the village litter pick:** it was considered and AGREED that the litter pick would be postponed until February 2025.
- 13.3 **To agree the siting of the 'Tommy' silhouette' and arrangements for Remembrance Sunday:** it was noted that Cllr P Welland had AGREED to erect the 'Tommy' silhouette' and put the 'Poppy Fall' in place. It was noted that a permit had been secured for its temporary placement from Norfolk County Council. Cllr D Candy AGREED to attend the Remembrance Service at the Church and would lay the wreath on behalf of the Parish Council.
- 13.4 **To agree arrangements for removal of the withies around the lime tree, village green:** it was AGREED that the withies around the lime tree would be removed by a parishioner volunteering on behalf of the Parish Council and as such the Parish Council's insurance policy would provide cover.

14 Highway Matters

- 14.1 **To consider bids to the Norfolk County Council, Parish Partnership Scheme 2025/26:**
It was noted that enquires are being made with NCC regarding provision of a trod along Docking Rd between RB3 and RB5.

15 Correspondence

To note any general correspondence received:

- 15.1 **Email from Parishioner, Village and PC website:** both the contents of the email and the Clerk's response were noted.
- 15.2 **Email from Parishioner, Access to Defibrillator:** both the contents of the email and the Clerk's response were noted.
- 15.3 **Email from Parishioner, Moss on Pavement/Footpath (The Street to Normans Way):** it was noted that Damien Jeffries (who was the Highways Engineer for the area) had requested that NCC contractors investigate any other methods of treating the moss that did not involve Glyphosate which NCC was committed to reducing the use of. Damien Jeffries had requested they visit The Street, Syderstone and one other location to determine if they felt that this alternative method would be suitable. Again, it was noted that the post of Highways Engineer for the area had been vacant for some weeks, so many of the highway issues requiring action were outstanding (see agenda item 6).
- 15.4 **Email from GMACCS, Letter of Thanks (Annual Donation):** noted.
- 15.5 **BCKLWN, Parish and Town Councils – Council Tax Base Training:** noted
- 15.6 **Norfolk County Council Highways Grit Bin Audit 2024:** noted.
16. **A resolution to adjourn the meeting for Parishioners Questions and Statements (if required):**

Cllr D Candy commented that from the 18th November anyone wishing to take waste to a Norfolk Recycling Centres would need to book a slot. This could be done online via the Norfolk County Council website or by calling 0344 800 8020.

17. **To receive items for next Agenda:** Donation to East Anglian Air Ambulance, Christmas Carol Concert reading.
18. To note the date of the next Parish Council meeting Thursday 21st November 2024 at 7.30 p.m.
Meeting closed: 8.55 pm.

.....Chair

.....Dated

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL