

# SYDERSTONE PARISH COUNCIL

## Minutes of the Parish Council Meeting Held Thursday 19<sup>th</sup> January 2023 in Amy Robsart Hall

**PRESENT:**

- Cllr D Niemann – Chair
- Cllr D Daly – Vice-Chair
- Cllr M Bateman
- Cllr T Blackshaw
- Cllr D Candy
- Cllr G Kidd
- Cllr P Welland
- Clerk/RFO – Sarah Harvey
- Members of the Public - 3

---

1. **Apologies for Absence:** there were no apologies received.
2. **Parishioner's Questions and Statements (15 minutes):** None.
3. **Declarations of Interest on Agenda Items:** None.
4. The Minutes of the meetings held on 15<sup>th</sup> December 2022 and the 5<sup>th</sup> January 2023 were circulated before the meeting. It was PROPOSED by Cllr G Kidd, SECONDED by Cllr D Candy and AGREED that the minutes from the 15<sup>th</sup> December 2022 were a correct record of the proceedings and signed by the Chair, Cllr D Niemann. It was PROPOSED by Cllr G Kidd, SECONDED by Cllr M Bateman and AGREED that the minutes from the 5<sup>th</sup> January 2023 were a correct record of the proceedings and signed by the Chair, Cllr D Niemann.
5. **Matters arising from the December minutes for information only:** it was noted that TTSR Ltd had cut the playing field on the 6<sup>th</sup> and 20<sup>th</sup> October. In total 14 cuts had been carried out to the playing field as per contract for 2022.
6. **To receive a report from County Councillor Michael Chenery:** Cllr M Chenery advised that he had forwarded by email the NCC briefing note dated 19 January 2023 with a full update on national context and government policy, updates from critical services, and information to support communities across Norfolk.
7. **To receive a report from Borough Councillor Chris Morley:** Cllr C Morley reported that Norfolk County Council had been awarded funding of £24 million for a key projects in Kings Lynn. The funding would be used for building new bus and cycle routes in Kings Lynn and improving the Southgates roundabout and London Road.

It was noted that County Councillors had agreed to progress a £600 million County Deal that would transfer more powers and funding from the Government to Norfolk. From 2024 onwards, this would enable the County Council to target funding and resources to Norfolk's own priorities, with a new investment fund of £20m per year for 30 years.

Cllr C Morley advised that the BCKWLN had created a fund to help communities in West Norfolk celebrate and commemorate the King's Coronation. Small grants of up to £200 were available for those who were hoping to organise Coronation related activities or events in their parish.

Cllr C Morley reported that the government had introduced a requirement from 4<sup>th</sup> May for voters to show photo ID when voting at a polling station at some elections.

## 8. Planning Matters

- 8.1. **To consider plans at the time of publishing:** None received.

Following the Parish Council's letter in relation to planning application 22/02213/F

for Nursery Lodge Farm The Street, it was noted that no response had been received by the planning officer.

- 8.2. **To consider plans since publication of the agenda:** None received.  
8.3. **To consider outcomes of planning – approved/withdrawn by the Borough Council:** None.

## 9. Finance:

- 9.1. **To approve the accounts for payment in January (list at meeting).**
- |        |                                                                                          |        |
|--------|------------------------------------------------------------------------------------------|--------|
| 101771 | The Community Heartbeat Trust Ltd (Village Emergency Telephone)                          | 120.00 |
| 101772 | Clerk's Salary & Expenses (15 <sup>th</sup> December to 18 <sup>th</sup> January 2023)   | 275.69 |
| 101773 | HMRC (Income Tax Payment, Month 10)                                                      | 60.40  |
| DD     | nPower (Electricity Invoice, 1 <sup>st</sup> December to 31 <sup>st</sup> December 2022) | 61.72  |
- 9.2. **To note the finance received during December 2022.**
- |                                                            |          |
|------------------------------------------------------------|----------|
| Norfolk County Council Credit (Docking Rd Trod PPS Scheme) | 9,000.00 |
| Newsletter Donation                                        | 35.00    |
- 9.3. **To approve the December 2022 financial statement:** it was AGREED to accept the December 2022 statement, which was signed by the Chair, Cllr D Niemann.
- 9.4. **To consider the increase in cost for 30 extra copies/colour front cover for The Natterjack:** it was AGREED to increase copies of The Natterjack from 310 to 340 copies per quarter and to incorporate a colour front cover. The cost per quarter would be £175.67 + £35.13 VAT.
- 9.5. **To agree increase to advertising rates/source new adverts/donations to recoup additional expenses:** it was AGREED that an approach would be made to other identified sources regarding a potential donation/sponsorship towards production of The Natterjack.
- 9.6. **To receive the draft budget and consider and agree the precept for the financial year 2023/24:** it was AGREED that the precept would increase by 11% (£1,199) to cover the additional costs of electricity, grounds maintenance and insurance. It was noted that the increase by Band D property would equate to £3.66 annually or £0.36 over 10 month payment period for 2023/24.
- 9.7. **To agree a transfer of £9,000 to the Business Premium Account:** it was AGREED that £9,000 would be transferred to the Business Premium account and would be earmarked for use towards future village projects. It was noted that the financial reserves would be reviewed and agreed at the end of the financial year, 2022/23.
10. **Parish Councillors Reports**
- 10.1. **Village Speedwatch and relocating of SAM2 signs:** Cllr P Welland advised that Speedwatch would commence in February. Two parishioners had expressed an interest in assisting with Speedwatch and requests for further assistance would recommence. Cllr P Welland advised that the SAM2 signs were in the same locations. It was AGREED that a letter would be sent to the property owner of 13 Creake Rd to kindly request that their boundary hedging is reduced in order for the SAM2 to be mounted on the post.
- 10.2. **Attendance at SNAP (Safer Neighbourhood and Policing) Meeting:** Cllr P Welland advised that he had been unable to attend the meeting remotely on the 9<sup>th</sup> January due to no laptop.
- 10.3. **Playground Weekly Inspection Reports:** Cllr D Daly reported that he had ordered the wet pour repair kit for beneath the swing unit and that further mole traps had been ordered and set.
- 10.4. **Monitoring of Street Lights and Fire Hydrant List:** Cllr T Blackshaw informed the meeting that all street lighting was working correctly and that there were no issues with the fire hydrants.
- 10.5. **NCF – Jack's Lane Wind Farm Community Fund Panel:** Cllr D Candy advised that some the funding that had been available for time limited projects had been allocated and a letter of thanks had been received from the recipients.
- 10.6. **Defibrillator on wall of ARVH:** Cllr M Bateman advised that the defibrillator was working correctly and that monthly reports continued to be submitted.
- 10.7. **Amy Robsart Village Hall Committee:** Cllr M Bateman advised that he had nothing to report.
11. **Updates and on-going items**
- 11.1. **Update on Neighbourhood Plan:** it was noted that the BCKWLN had confirmed that in accordance with regulations 5A (2) of the Neighbourhood Planning (General) Regulations 2012 Syderstone Parish had been designated as a neighbourhood area. It was noted that a Communications and engagement plan would be drafted in order to identify the main stakeholder groups including the local community and to identify how each group would be engaged with in order to obtain the required information.

- To approve the draft Terms of Reference for the Steering Group:** it was considered and AGREED that the Terms of Reference for the NDP Steering Group be adopted by the Council.
- 11.2. **Update on derelict property on The Street:** the Clerk advised that she had spoken to CNC Building Control following the concerns submitted on behalf of the Council in December. They advised that a surveyor had visited the building prior to Christmas and that they had advised that the building was not considered dangerous, but that there were some advisories/actions that needed addressing. The Clerk had requested that a copy of the report containing this information be received from Simon Tarry the surveyor who attended site. A copy of the initial email would be forwarded to Borough Councillor C Morley.
12. **To consider projects to form part of a funding applications to Jack's Lane Community Benefit Fund and the CIL Infrastructure Fund:** it was considered that some further thought should be given to a specification and costs relating to a shelter and a basketball installation for the playing field. It was AGREED that Cllr T Blackshaw would further research a shelter and the Clerk would obtain further information regarding a basketball installation.
13. **To plan/organise a village litter pick: it was AGREED to organise a litter pick for Sunday 5<sup>th</sup> March 2023:** Additional litter picking equipment would be ordered from the BCKWLN and would be collected by Cllr T Blackshaw and returned by Cllr P Welland. Refreshments would be organised by Cllr M Bateman and provided in the village hall afterwards. Cllr M Bateman would carry out a risk assessment and a poster advertising the event would be placed on all notice boards, within the Bus Shelter and Facebook.
14. **To consider arrangements for a celebratory event to mark King Charles III Coronation:** it was AGREED that this would be further considered at the February meeting, but that an application to the King's Coronation Fund (being administered by Norfolk Community Foundation) would be submitted on behalf of the Council by the Clerk.
15. **To receive an update regarding land ownership and the placement of a memorial bench on the Village Green:** it was noted that the BCKLWN Property Department had confirmed that the Borough Council had ownership of the land at Mill Lane/Normans Way. Cllr M Bateman had advised the Clerk of the proposed location for the memorial bench and the style of the bench on behalf of the family. The Clerk would submit this information to the BCKLWN for consideration.
16. **Clerks Report**
- 16.1. **Grit Bin & Trod at Rudham Rd Update:** it was noted that Norfolk County Council (NCC) had confirmed that grit bins were automatically checked and refilled during December and February. It was noted that the grit bin opposite The Cottages, The Street had not been included on NCC's definitive list for grit bin refilling. This had now been added by NCC and was to be refilled the week commencing 9<sup>th</sup> January, 2023.  
The damage to Rudham Rd trod had been reported to NCC and the Highways Engineer would assess and programme any necessary work. It was noted that work was done to the trod on the 16<sup>th</sup> July 2021 to repair it after some damage.
- 16.2. **Norfolk ALC, Norfolk Parishes Website Update:** Norfolk ALC had invested into their platform to give all Norfolk Parishes sites a more modern look that would work much better with mobiles and tablets.
- 16.3. **BCKLWN, Press release about cost of living for village/parish magazines:** BCKLWN had issued a press release and posters for parishes to display. Those with internet access could look at the dedicated web pages at [west-norfolk.gov.uk/costofliving](http://west-norfolk.gov.uk/costofliving).
- 16.4. **BCKLWN, Local Plan hearings adjourned:** it was noted that the Inspector had asked the BCKLWN to provide further evidence for their spatial strategy and housing allocations.
- 16.5. **Norfolk ALC, Platinum Jubilee Fund:** it was noted that this information had been forwarded to the Village Hall Committee.
17. **Parishioner's Questions and Statements (15 minutes):** A parishioner asked for a copy of the press release issued by the BCKLWN on the cost of living crisis for inclusion in The Natterjack.
18. **To receive items for next Agenda:** None.

19. **Date of next Parish Council meeting:** Next meeting to be held on Thursday 16<sup>th</sup> February, 2023 starting at 7.30 p.m.

Meeting closed: 9.00 pm.

.....Chair

.....Dated

**THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL**