

STANHOE PARISH COUNCIL

PARISH COUNCIL MEETING – DRAFT MINUTES 9th NOVEMBER 2023

Clerk: Nicola Smith

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1. Welcome by the Chair

2. Public Session in accordance with the Public Participation Policy – 4 members of the public attended. No matters were raised.

3. Present and apologies – Cllr Wilson (Chair), Cllr Fitzjohn (Vice Chair), Cllr Shaw, Cllr Shearer, Cllr Leighton, Cllr Brown. Cllr Chenery attended from County. Apologies from Cllr Sandell from Borough.

4. To receive declaration of interests on agenda items. None declared.

5. Confirmation of the minutes, General Parish Council Meeting 6th September 2023. Cllr Shaw proposed. Seconded by Cllr Wilson. Minutes approved.

6. Co-option of Councillor. One application had been received and the Council were unanimous in their vote for Emma Law to be co-opted. Cllr Law completed the Declaration of Acceptance of Office.

7. Matters arising

7.1 – Highways have repainted the lines at Bircham Crossroads. Long term review to be undertaken by Norfolk County Council. Cllr Chenery is going with Highways to review white lines across the County. The white lines by the pond on the Bircham Road junction have been reported to Highways by the Clerk.

Trods – substantial cost – discussion with Highways could include looking at smaller sections to be put in place. Cllr Shaw to approach the landowner along the Bircham Road to discuss the possibility of a permissive path section.

7.2 – Joint item as above.

7.3 – Joint meeting with MEHM Trust – Meeting held 12th October between Trust and Parish Council. Discussion around Stanhoe.Org website and grass cutting. An email has been sent by the Chair of the Parish Council to all users of Stanhoe.org to gauge their future requirements. Stanhoe.org has been recently updated and Cllr Leighton offered to consider if he can assist the current Administrator.

Noticeboards had also been discussed, the number, where to site and possible refurbishment. The updated sign for the play area was discussed. The estimated cost was £50. It was agreed the Council would pay for the new sign. Cllr Brown proposed. Cllr Shaw seconded.

7.4 – Parish Council Strategy and Action Plan – the 4 main themes were discussed. Future agendas to be structured to reflect these.

7.5 - Childrens Play Equipment and removal of broken equipment. Removed 23rd September.

7.6 – War Memorial – the restoration has been completed.

7.7 – Parish Council website – this is now implemented and continues to be updated with policies.

7.8 – SAM 2 and Speedwatch update – Cllr Wilson presented the data.

September/October – 35507 vehicles

8% at 35-40 mph

2% at above 40 mph

0% at above 45 mph

Maximum speed registered was 65 mph on 5th October.

Council discussed consideration of a new location as a preventative measure for speeding vehicles. Cllr Chenery may be able to assist. Clerk to pass Cllr Wilsons email on to Cllr Chenery.

7.9 – Village Appearance – working party arranged for 3pm 11th November to tidy around War Memorial. Discussion took place around the litter bins and potential costs and renewal. Clerk to contact Cllr Sandell in respect of any funding.

7.10 – NALC payroll for Clerk – in light of updated costs received this will not be progressed further.

8. Agenda Items

8.1 – Confirmation of January meeting date – The meeting will be 11th January 2024 at 6pm

8.2 – Discipline and Grievance policies – approved. Cllr Shearer proposed. Cllr Shaw seconded.

8.3 – Budget 2024/25 – Meeting to be held 7th December to discuss budget proposals.

8.4 – CGM contract and schedule – awaiting new quote from CGM. Contract to be reviewed once received.

8.5 – D Day 80 event – to consider a village event with the Trust. Cllr Wilson to discuss further.

9. Borough and County Councillor updates

9.1 – Borough Councillor update- none received.

9.2 – County Councillor update - two updates emailed to Council. Cllr Chenery to look into any possible funding for noticeboard.

Finance

10.1 To approve accounts for payment. Cllr Shaw proposed. Cllr Shearer seconded. Payments approved.

NAME	BUSINESS	GROSS
NICOLA SMITH	CLERKS SALARY SEPTEMBER	£182.54
HMRC	TAX FOR CLERKS SALARY SEPT	£45.40
NICOLA SMITH	CLERKS SALARY OCTOBER	£182.54
HMRC	TAX FOR CLERKS SALARY OCT	£45.40
CLERKS EXPENSES	SEPT/OCT	£21.65
NALC	WEBSITE	£180.90
D G MCCREADIE	MOWING July 2023	£90.00
CGM LTD	CUT 11/09	£126.00
NICK HINDLE STONEMASONS	RESTORE AND CLEAN WAR MEMORIAL	£2922.00
KLWNBC	NON CONTESTED ELECTION EXPENSES	£54.60
D G MCREADIE		

WORK ON CHURCHYARD August 2023 **£234.00**

10.2– Income and expenditure accounts – Copies to Council and noted.

11.Planning matters

11.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision
23/01236/F	3 Ivy Farm Bircham Road Stanhoe PE31 8PT	Installation of solar panels, battery storage system and untethered electric car charger	Approved by Delegated decision

11.2 – Planning Applications received after agenda published - NONE

12. Delegated Decisions

12.1 Payment to D G McCreadie – APPROVED

12.2 Payment to KLWNBC for non contested election expenses – APPROVED

12.3 Co-Option Policy – APPROVED

12.4 GDPR Privacy Statement updated – APPROVED

12.5 GDPR Information Audit updated – APPROVED

12.6 KLWNBC Non contested election expenses – APPROVED

13. Information item – Wash Barrier – update from Cllr Leighton -the proposals are for a container port in Lincolnshire, tidal wind farm and a road from Hunstanton to Lincolnshire. Little support for the project. A major feasibility study will determine if it will go ahead. Added to the Strategic Themes.

14. Agenda items to be added to next meeting –

1. Hedgehog Project

2. Litter Bins

15. The meeting closed at 7.20 pm

Nicola Smith – Parish Clerk

These minutes conform to the Transparency Code 2015.