

STANHOE PARISH COUNCIL

PARISH COUNCIL MEETING – MINUTES 11TH JANUARY 2024

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. One item was raised re the building works at Ivydill and problems associated with drainage and parking. Clerk to write to homeowner.

3. Present : Cllr Wilson, Cllr Fitzjohn, Cllr Brown, Cllr Leighton, Cllr Shaw, Cllr Shearer.
Cllr Law – not present

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

5. Confirmation of the minutes, General Parish Council meeting 9th November 2023. The minutes were agreed with one addition at item 7.1 Cllr Shaw and Cllr Wilson to contact landowner. Cllr Fitzjohn proposed. Cllr Shearer seconded.

6. Matters arising

To maintain village appearance and amenities

6.1 - Village Appearance and noticeboards – Discussion took place around the specification for one new notice board to serve the Village Hall and Parish Council for village use. Cllr Shaw to raise with the Trust and agree a joint specification. Cllr Bown requested a cork backing for ease of placing notices. Once the specification is agreed the Clerk will obtain quotes.

To ensure safety of the community

6.2 – Highways and Trods – Station Road, post flooding, needs review by Highways. Clerk to make contact. Fakenham Road – Highways have a plan to clear the drains and are working with the landowner to facilitate this.

Trods – carry forward to discuss with Cllr Sandell, Borough Council. The initial quote was for £70k. To seek advice from Highways for the possibility of undertaking an initial section and costings. Discussion took place around a permissive path. Cllrs Shaw and Wilson to take forward at an appropriate time.

6.3 – SAM 2 and Speedwatch update

SAM readings December 2023

18035 vehicles

35-40 mph – 2236 9%

40 plus mph – 306 1%

45 plus mph – 37 0%

Top speed 55 mph .

Cllr Wilson will place the SAM at

The Pond towards Burnham Market

“ Leo” towards Docking

Long Barn towards Bircham.

Cllr Wilson will check if any recalibration is required.

To ensure Council meets governance requirements and is financially responsible

6.4– To agree the budget and precept for 2024/25. Discussion around budget and precept options took place. Cllr Wilson presented the budget proposals based on the need to retain reserves and assess the Councils level of risk. The increase per household was also considered. All Councillors stated their views on the options. The vote was for an increase in the precept from £8100 for 2023/24 to £8390 for 2024/25.

4 Councillors voted to adopt the increase –Cllrs Wilson, Fitzjohn, Brown and Shearer

2 Councillors voted against the increase - Cllrs Leighton and Shaw.

Clerk to inform Borough that the Council precept for 2024/25 will be £8390.

To effectively engage with the community

6.5 – Joint meeting with MEHM Trust

Discussions had taken place to move the litter bin from the Pond, Bircham Road to the Hall.

6.6 – D Day 80 event and Lamp Light of Peace – Cllr Wilson had discussed this with the Hall and a Village Fete is proposed for 8th June 2024. A working party will be set up. The working group will consider the purchase of a lamp of peace. Cllr Shaw to raise with the Trust.

7. Agenda Items

7.1 – Confirmation of March meeting date – 6pm Thursday 7th March 2024

To maintain village appearance and amenities

7.2 – Litter and Dog Bins – One litter bin from the Pond has been removed. Discussion took place around retaining or removing the Bin by the War Memorial which is broken.

3 Councillors voted to remove the bin – Cllrs Shaw, Shearer and Fitzjohn

2 Councillors voted to retain – Cllrs Brown and Leighton.

Litter bin by the War Memorial to be removed.

The Council will consider a new bin if litter issues do arise in future.

Clerk to contact Holiday let agencies to inform them about the bin removals.

Dog Bin – the Dog Bin at the junction of Bircham Road has been moved further along to the back edge of the pond. Borough approved this location and have been updated.

Cllr Wilson to update on the moves in Saints Alive.

7.3 – Hedgehog Project – Council decided not to pursue as due to costs and the rural location of the Village.

7.4 – Biodiversity policy and action plan – Cllr Brown requested some amendments. Clerk to redraft.

To ensure Council meets governance requirements and is financially responsible

7.5 – Insurance and Recreation play area – Cllr Fitzjohn has reviewed the Councils insurance policy in light of potential liability for the play equipment and fence. Cllr Fitzjohn to prepare a note for the Clerk to update our insurers.

7.6 - Savings account for reserves – Clerk to review options for a savings account. Clerk to progress a business debit card for Council use.

To actively engage with the community

7.6 – Active Travel Enhancements – Council not to pursue as no suitable locations available.

8. Borough and County Councillor updates

8.1– Borough Councillor – no update received

8.2 – County Councillor – no update received.

9. Correspondence received after agenda published – Cllr Wilson had received correspondence from the Stanhoe.Org administrator and he and Cllr Shearer and met with them to consider how best to future proof the website. Consideration will be given to the Parish Council taking over the website domain which will involve costs for software updating. The archive will remain on the site and Cllrs Wilson and Shearer will pursue the back up of archive material. Consideration of “experts” who can update and publish on the site. Discussion around how Saints Alive could link into this project. Cllrs Wilson and Shearer to take forward.

Finance

10.1 To approve accounts for payment. Cllr Shearer proposed. Cllr Wilson seconded.

NAME	BUSINESS	GROSS
NICOLA SMITH	CLERKS SALARY NOVEMBER	£280.12
HMRC	AND BACK PAY	
NICOLA SMITH	TAX FOR CLERKS SALARY	£69.80
HMRC	NOVEMBER	
NICOLA SMITH	CLERKS SALARY DECEMBER	£198.67
HMRC	TAX FOR CLERKS SALARY	£49.60
	DECEMBER	
CLERKS EXPENSES	CLERKS EXPENSES	£46.55
FAKENHAM PRESS SOLUTIONS	PLAYGROUND SIGN	£54.00
W.LEIGHTON	BACK PAY FROM PAY AWARD	£26.32
HMRC	TAX FOR BACK PAY	£6.58
D G MCCREADIE	CHURCHYARD MOWING	£90.00

10.2– Income and expenditure accounts - had been received by all Councillors.

11.Planning matters

11.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision

11.2 – Planning Applications received after agenda published - none

12. Delegated Decisions

12.1 – CGM Ltd Contract renewal - APPROVED

12.2 - Equal Opportunities Statement – APPROVED

12.3 – Digital Media and Electronic Communications Policy - APPROVED

13. Items to be added to the following months agenda – Donation to Community Car Scheme

14. The meeting closed at 7.45 pm

Date of next meeting 7th March 2024 at 6pm

Nicola Smith – Parish Clerk