

**STOKESBY WITH HERRINGBY PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING HELD ON TUESDAY 27TH FEBRUARY 2017 IN THE  
COMMUNITY HALL AT 7.30 PM**

**Present:**

Chair: Stuart Ward, Vice Chair: Richard Youngs, Cllrs: Philip Crane, Ed Wharton, Cllrs Rob Lloyd, David Murison, Clerk Sarah Welsh.

**Also present:** Cllr Haydn Thirtle**Residents:** 5**1. Apologies for Absence**

Vivienne Fabb - otherwise engaged. Unanimously accepted.

**2. Public participation/County Councillor/Borough Councillor/Police report/website**

**Police report** from PC Gary May: Since the 08/11/2017 there were 7 calls to Norfolk

Constabulary, these include:

Road Related Incident

Missing Person x2

Sexual Offence (report made, offence in another area)

Suspicious Circumstances

Concern for safety

Domestic Related Incident (non-crime)

(please note, not all calls are crime related)

There has been 1 recordable incident during that same time period, this was:

Domestic Related Incident (non-crime).

**Cllr Haydn Thirtle reported:**

- The Broads Authority have bought the piece of land at Acle Bridge near the thatched shop. He is on the committee deciding what will be developed there, which will be tourism-based.
- Other National park bodies are advising the Broads following criticism of their management. Meeting will be in the villages and in the evening to enable parish councillors to attend.
- Haydn is a governor of the James Paget hospital. There has been high demand and Norfolk County Council are providing extra care spaces to free up beds.
- GYBC are proposing a month long Christmas festival to draw in tourists and residents to the town, at an estimated cost of £140,000.
- Cruise Liners will be visiting the port of Great Yarmouth.

**Website**

Richard reported 24,725 hits. The Safer Neighbourhood Watch no longer exists. The site will be moving to a new hosting service. He is currently looking at options and a decision will be needed by the parish council.

**3. Declaration of Interests and requests for dispensations**

None.

**4. Minutes for Annual Parish Council Meeting November 2017**

Proposed as a correct record of the meeting by: Cllr David Murison seconded by Cllr Richard Youngs. Unanimously agreed, and signed by the Chair.

**5. To report matters arising from the minutes not already on the agenda, for information only.**

None.

**6. Clerk's resignation and approval for advert, job and person specifications.**

Papers had been sent to the councillors prior to the meeting and were approved with the addition of a closing date of 20/4/2018. It was unanimously resolved to pay the £25 to advertise on the NALC website in the first instance and advertise on the Parish Council website.

**7. Village Maintenance**

A blocked drain near the River Store has been reported by residents and the clerk. The Horse Chestnut on the corner of Ferry Lane needs pruning. The clerk will request Maple Tree Services to carry out the work and a visual survey of the other trees on the green.

**8. Appointment of Internal Auditor**

Cllr David Murison proposed Pauline James be appointed as Internal Auditor, seconded by Cllr Ed Wharton. Unanimously agreed.

**9. Policy updates and amendments**

Councillors had received copies of the Annual Risk Assessment, Standing Orders and Financial Regs with suggested amendments to comply with recommendations from the Internal Audit 2016-17 and current legislation. Cllr Rob Lloyd proposed these be approved, seconded by Cllr Richard Youngs. Unanimously agreed.

**10. Finance:**

Payments totalling £1963.82, which includes the annual payment for grass-cutting, and the Bank Reconciliation with an adjusted balance of £3876.91 were provided by the clerk, as attached. The clerk and RFO reported the Precept request had been confirmed.

The clerk reported the External Auditor Appointments and change to this year's Annual Governance & Accountability Return (AGAR, formerly the Annual Return).

Bank Mandate - approval of appointment of signatories Stuart Ward, Philip Crane, and Vivienne Fabb, and non-signatory Sarah Welsh as Bankers. Councillors were given the forms to complete and advised the appointed bankers will have to take their ID into a branch of Barclays again. Chair Stuart Ward will ensure the papers are completed and return to the clerk to submit.

It was unanimously resolved the above be agreed and approved.

**11. Planning Applications:** BA/2018/0002/FUL The Homestead, Mill Road Stokesby.

An extension was not granted. Councillors considered the application and had no objections.

## **12. Common Land - update re Legal Agreement and insurance.**

The legal Agreement has been completed with the completion date being the 9th January 2018. Registration may take another few months due to a back log.

Came and Company have confirmed the defibrillator and cabinet are automatically covered up to £5000 at no extra cost. The current policy does not cover any loss or damage for any assets besides core covers. The clerk will ask the Insurers if the Staithe would be insured against tidal erosion.

## **13. Arrangements for Annual Parish Meeting**

The Annual Parish Meeting will take place at 7pm, prior to the Annual Parish Council Meeting on Wednesday 19th May 2018. Invitations and reports will be requested from the Social Club, Village Hall, Church, Website. Cllr Ed Wharton will report on the Defibrillators and Chair Stuart Ward will provide a report from the Parish Council.

## **14. Local Plan consultation feedback- Cllr Young**

Draft copies will be sent out to councillors before the next meeting in May.

## **15. Emergency Plan updates**

The plan has been updated. The plan will be published on the website except the confidential section. A copy was signed by the Chair Stuart Ward.

## **16. Registration of pub as Community Asset - update**

This will be completed for the next meeting by Cllr Youngs

## **17. 2018-19 parish council meeting dates**

The draft list sent to councillors was unanimously approved. The clerk will send a copy to the website.

## **18. Correspondence**

- a) Resident (by email) - reporting blocked drain outside Riverside Stores. The clerk reported to Highways.
- b) Resident (by email) - Are dogs allowed on the land adjacent to the river for training purposes? It was agreed that dogs are allowed on the green only if on leads. A trial period of two months was agreed.

## **19. Reports from Parish Councillors:**

Cllr Vivienne Fabb is waiting for details from a South Norfolk clerk re a grant for litter picking.

Residents have complained to Cllr David Murison about the brightness of the light at the bottom of Croft Hill.

Chair Stuart Ward asked that Jonathan Winnet be invited to view the pot holes around the village with a view to repair. It was agreed the pot holes on Riverside Road should be put on the May agenda.

**20. Final word from members of the public/Borough Councillor and County Councillor**

A resident reported the potholes outside Hero's were getting deeper and very slippery. There is also a hole by the bench on the village green.

A resident requested a new latch be put on the sand store. Cllr Youngs will put a bolt on.

Chair Stuart Ward will check with the resident reporting the drain that it has been repaired/cleared.

Cllr Haydn Thirtle reported residents were asking him about the residency criteria for Ferry Court following occupation by some younger residents. He confirmed according to the council, there are no specific occupancy criteria re age.

A resident asked if speeding lorries coming through the village can be on the next agenda. Cllr Richard Youngs confirmed this would be in the Village Plan. A 20MPH limit was suggested.

**21. Date of the next meeting: Wednesday 19th May 2018, following the Annual Parish Meeting.**

The meeting closed at 8.47pm.

Attachments: Draft payments list and Bank Reconciliation.