

# Minutes of the Meeting of Stokesby with Herringby Parish Council held on Wednesday 8<sup>th</sup> November 2023 at 7.20pm at Stokesby Community Centre

**Present:** Richard Youngs (Chairman)  
Philip Crane  
Stuart Ward  
Ed Wharton  
Catherine Moore, Parish Clerk

**Also present:** Borough Councillor Adrian Thompson and 3 members of the public were in attendance

## 1. Apologies

Apologies for absence had been received from Dawn Lamb, Leigh-Ann Medhurst and Rob Lloyd. It was **agreed** to approve the extended absence of Dawn Lamb, Leigh-Ann Medhurst and Rob Lloyd, proposed by Stuart Ward, seconded by Richard Youngs, all in favour. County Councillor Andy Grant had sent his apologies as he had to attend a flooding meeting.

## 2. Public Forum

### a. Public

A member of the public noted that there were untidy gardens in the village, it was noted that a sign asking for space to be left for a skip had been put own.

### b. County Councillor

Not present.

### c. Borough Councillor

Adrian Thompson reported that the seesaw had been removed, a replacement would be £2,800 which would be funded from the Charity ShedShop. Bulbs were supplied to be planted. GYBC was looking at budgets and were currently considering the removal of the concurrent function grant. This would affect the subsidy of the open spaces grant. GYBC was also looking at rationalising discounts on council taxes. There had been some flooding in the area, Adrian Thompson had contacted Norfolk County Council to clean out the dyke to the river which was their responsibility. It was not clear whether this was the responsibility of the landowner or the drainage board, Ed Wharton agreed to look into this as an IDB representative. **ACTION: EW**  
The river level was high but had not come over the flood wall.

### d. Police

Police reports were circulated as received.

## 3. Declaration of Interest for items on the agenda

None.

## 4. Minutes of the last meeting

The minutes of the meeting held on 9<sup>th</sup> August 2023 were **agreed** and signed by the Chairman, proposed by Stuart Ward, seconded by Richard Youngs, all in favour.

## 5. Matters Arising

### a. Repairs to Sand Store Door

Richard Youngs had carried out a repair and this was holding. Stuart Ward noted that sand had been used from the store following rain, this needed to be replenishing.

Stuart Ward had approx. 150 sand bag bags. There was around 1.5 tonnes of sand left, a further 2 tonnes of sand was needed. **ACTION: Clerk**

b. Removal of Boats from Public Mooring

Dawn Lamb had sent a report noting that she had discussed this with her neighbour who intended to move the boat once their private mooring had been dredged. It was noted that the mooring had been dredged the previous week, and the Clerk was asked to send a letter to the householder requesting that the boat be moved.

**ACTION: Clerk**

c. Tidying of Common Land at Riverside

Stuart Ward reported that the person involved had been in hospital, this would be actioned once he was well again.

**6. Village Maintenance**

a. Quarterly Report

Richard Youngs reported that there were no urgent matters. The bus stop painting was waiting for a dry day. The notice board had been removed.

**7. Finance**

a. Financial Update 2023/24

The accounts for 2023/24 to date were **noted**. Receipts since the last meeting were:

- £100 play equipment donation
- £131.03 bank interest
- £1.15 wayleave
- £4,164.50 precept and concurrent functions grant

b. Parish Partnership Scheme 2024/5

There was nothing to be applied for.

c. Appointment of Internal Auditor

It was **agreed** to appoint Kerrie Wilton at a cost of £100, proposed by Richard Youngs, seconded by Stuart Ward, all in favour.

d. Payments

It was **agreed** to pay the following, proposed by Stuart Ward, seconded by Richard Youngs, all in favour:-

C Moore	Salary & Expenses Sep – Nov 23	£475.25
HMRC	PAYE Sept – Nov 23	£115.00
Maple Tree Services	Grounds Maintenance 2023	£1,275.00
The Poppy Appeal	Wreath	£40.00

**8. Correspondence**

a. Removal of Concurrent Functions Grant

The Clerk reported that GYBC were considering removal of the concurrent functions grant for 2024/25. Stokesby PC had been saving an earmarked reserve to mitigate this, which may need to be used. Currently the Open Spaces grant was scheduled to be removed. This only left the Burial Ground grant, and if that was removed the Council would need to decide whether to precept for the grant to the Church for grass cutting, or whether to advise the Church that they would need to carry out their own maintenance in future.

- b. Review of Polling Places  
The periodic review of polling places was underway, it was felt that there were no changes required in Stokesby.
- c. General Correspondence  
The Harnser magazine was circulated.
- 9. Planning**
- a. Applications  
None.
- b. Applications Considered Between Meetings  
BA/2023/0361/CU Land adjacent to High House, 1 Mill Road: Change of use from garden to a mixed use for gardening, growing of vegetables and plants and day visits.  
**COMMENTS SUBMITTED**
- c. Decisions  
None.
- d. Other Planning Comments  
Concern was expressed regarding planning matters and the Broads Authority, noting that this was an unelected body.
- 10. Other Matters**
- a. SAM2 Sign – Deployment and Results  
The SAM sign was out and the results would be downloaded.
- b. Play Equipment – Risk Assessment and Inspections  
The Clerk reported that there had been an additional premium of £84.56 to add the play equipment to the policy, which had been paid and completed.  
It had not been possible to book councillors onto the November play inspection training, another date was available on 15<sup>th</sup> February 2024 however Richard could not attend this, and Leigh-Ann was not sure. The Clerk was asked to find out if there was another date.  
**ACTION: Clerk**  
The risk assessment for the play equipment would be added to the main risk assessment and reviewed at the February 2024 meeting. An inspection recording method would also be included then.  
**ACTION: Clerk**
- c. Replacement Notice Board, Bus Shelter  
The Clerk presented prices for a variety of different oak notice boards. The Clerk was asked to put this onto the next agenda for consideration.  
**ACTION: Clerk**
- d. Environmental Group  
Dawn Lamb had sent a report noting that a parishioner had arranged a meeting regarding improving conservation, and she would report back.  
**ACTION: DL**
- e. Budget 2024/25  
The Clerk presented the draft budget for 2024/25 noting that the tax base was not yet available. It was **agreed** to set the precept at £6,928.00 with the Band D and percentage increase to be noted once the tax base was available. Proposed by Stuart Ward, seconded by Ed Wharton, all in favour.  
**ACTION: Clerk**
- f. Dates for 2024 Meetings

Richard Youngs could not make the February date and it was requested to bring this forward to Wednesday 24<sup>th</sup> January 2024. With this amendment the meeting dates were **agreed**. **ACTION: Clerk**

**11. Reports from Parish Councillors**

Philip Crane reported that there had been complaints regarding trees being cut down at the Muck Fleet. These had been done as the banks were not stable and this was an important drain.

Stuart Ward reported that there was an overgrown hedge between Furze Hill and Mill Lane, and there was a branch over the road. The Clerk was asked to report this to Highways. **ACTION: Clerk**

**12. Date of Next Meeting**

Wednesday 24<sup>th</sup> January 2024 at 7.30pm at the Community Centre.

The meeting closed at 8.35pm.

**CHAIRMAN**