

**Minutes of the Meeting of Stokesby with Herringby Parish Council held on  
Wednesday 11th November 2020 at 7.30pm remotely on Zoom**

**Present:** Stuart Ward (Chairman)  
Philip Crane  
Rob Lloyd  
Leigh-Ann Medhurst  
Ed Wharton  
Richard Youngs  
Catherine Moore, Parish Clerk

**Also present:** Borough Councillor Adrian Thompson and County Councillor Haydn Thirtle were in attendance

**1. Apologies**

Apologies for absence were received from David Murison.

**2. Public Forum**

a) Public  
None.

b) County Councillor

Haydn Thirtle reported that the James Paget Hospital was expanding to provide a larger A&E by the end of December. A government payment of £8.3M had been received to help with the cost of Covid. The hospital was fully staffed and coping well, with three wards for Covid patients. There had been four deaths recently, and those requiring isolation were being sent to small hospitals in the towns. The hospital was only achieving 86.4% in the four hour wait time.

Norfolk County Council was ready for gritting season, with 48 lorries and 16,000 tonnes of salt available. Stocks would be replenished as required.

Borough Councillor

Adrian Thompson congratulated the community on the display of poppies on lampposts, these had received a very positive response. The SAM2 for Mautby was on order. Bulbs had been delivered and planted.

Delivery services during lockdown continued.

A bus service from Great Yarmouth to Norwich via Caister, Filby and Fleggburgh had been secured.

Great Yarmouth had been hit hard by Covid, however the Borough Council was trying to keep rough sleepers off the streets, with good success.

c) Police

Not present – police reports were circulated as received.

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

There were none.

**4. Minutes of the meeting held on 12<sup>th</sup> August 2020**

The minutes of the meeting were **agreed** as an accurate record and would be signed by the Chairman at the next physical meeting.

**5. Matters Arising**

a) Encroachment on Common

A letter had been sent to the householder and it was noted that works were expected to be done on Friday to tidy the hedge and move some sections.

## 6. Village Maintenance

### b) Quarterly Report

Stuart Ward reported that a tree had been removed from the common, which had blown into The Old Carpenters. A couple of potholes had appeared in the newly surfaced roadway, the Clerk was asked to report these to the contractors for remedial works. **ACTION: Clerk**

## 7. Finance

### a) Payments

It was **agreed** to pay the following, proposed by Rob Lloyd, seconded by Richard Youngs, all in favour (signed off by Stuart Ward and Richard Youngs on Unity Trust online banking):-

C Moore	Salary – September 2020 to November 2020	£376.02
	including backdated national pay award	
HMRC	PAYE – September 2020 to November 2020	£93.80
C Moore	Expenses (Zoom November meeting)	£5.00
Target Trees	Tree Inspections	£244.00
Maple Tree Services	Grounds Maintenance 2020	£1,170.00
The Poppy Appeal	Wreath	£40.00

### b) Accounts for Monitoring

The accounts to date were **noted**. On 31<sup>st</sup> October 2020 there was £104.49 in Unity Trust Current, £13,652.70 in Unity Trust Deposit and £0.00 in Barclays.

*Philip Crane left the meeting due to technology issues.*

### c) Appointment of Internal Auditor

It was **agreed** to appoint Sonya Blythe as Internal Auditor, proposed by Rob Lloyd, seconded by Leigh-Ann Medhurst, all in favour.

## 8. Correspondence

### a) Tree Preservation Order St Andrews Church

The Clerk reported that the TPO had been extended to the belt of trees. It was noted that the trees required some attention, and that this could be done by having a formal inspection and making a planning application for tree works.

### b) Wayleave Agreement outside Poultry Farm

The Clerk noted that a wayleave agreement had been signed following consultation by email, allowing access to move the transformer so it would be maintained and access from the road.

### c) Norfolk County Council Division Boundaries

The Clerk reported that it was proposed that Stokesby would be moved into a new 'Bure' division, encompassing south Caister and north Yarmouth. Currently the parish was in West Flegg with other rural communities such as Rollesby and Filby. It was felt that this would be detrimental to the representation of the rural communities, whose needs were very different to the more urban areas, and that the division should be made up of similar communities to ensure that the elected representative was not focussed on urban issues with the majority of their electors, neglecting the

rural issues for a very small percentage of their electors. The Clerk was asked to respond to the consultation with these comments. **ACTION: Clerk**

*Philip Crane re-joined the meeting.*

- d) Speed Limit Signs on The Green roadway  
Stuart Ward reported that he had received a complaint about excess speeds on the private roadway and a request for signage to assist with this. It was felt that excessive signage was not desirable, however the concerns were understood. It was suggested that Speedwatch could monitor the situation, and Stuart agreed to respond to the parishioner asking them to monitor the situation and pass on any specific details. **ACTION: SW**
- e) Trees near The Old Carpenters  
This had been dealt with and reported earlier in the meeting.
- f) Norfolk County Council Budget Consultation  
The Clerk summarised the key points that may be of direct interest to parishioners, these being the reduction of hours at the Recycling Centre from 5pm to 4pm in the summer months; and the reduction of rural verge cutting from two cuts per year to one cut. It was noted that fly tipping had increased with the move to winter opening hours. It was felt that verge cutting should remain at two per year, and it had only recently been dropped from three per year, and two was not enough. The hazard that this would present did not justify the saving that would be made. The Clerk was asked to respond with these comments. **ACTION: Clerk**
- g) Representative on Norfolk Association of Local Councils  
The Clerk reported that Norfolk ALC had recently moved to a 'co-operative' model of governance and that all member organisations were entitled to nominate a representative for meetings. No representative was put forward.
- h) General Correspondence  
An email had been received from a resident asking whether a cycle route to Acle could be considered. It was noted that the jurisdiction for Stokesby ended at the Muckfleet and that the footpath along the river was 'made up'. Haydn Thirtle noted that the County Council had also received and considered this request, and had made a bid for funding which was unsuccessful. However there was another potential funding stream which would be considered. The Council **agreed** that they were supportive of the concept of this proposal if funding became available. Stuart Ward agreed to draft a response to the resident. **ACTION: SW**

## **9. Planning**

- a) Applications  
None.

- b) Decisions  
06/20/0373/F Whitegates Farm. Stokesby: Erection fo 7m x 7m single storey two bay cart shed. **APPROVED**

BA/2020/0250/LBC Hall Farm, Stokesby: Replacing seven of the timber sash windows on the southern and northern elevations of the property. **APPROVED**

## 10. Other Matters

### a) Tree Works - Prices

The Clerk highlighted the prices for the works required to the trees as set out in the report. Councillors were not keen on the bracing solution for the horse chestnut, noting that it had some rot near the base but that they did not want to fell it if there was some years left in it. The ongoing maintenance costs of a brace were not clear, although the contractor had noted that it should last 15 years. Two other contractors, who were not qualified to give arboricultural assessments, had suggested that the brace was not necessary and given heavy pruning as an acceptable solution. The Clerk noted that the Council should ensure that they take qualified arboricultural advice if they planned to go against the recommendations of the report. The previous assessment by Crown Trees was reviewed, and it was noted that they had suggested that no works were required, but again this was an unqualified assessment.

It was **agreed** that Councillors would view the horse chestnut over the weekend, and **agreed** in principle that a second opinion would be commissioned for the horse chestnut, and that the contractor would be asked for a second opinion on the wild cherry (T6) as well, with a view to saving it instead of felling if possible. It was recognised that the fungus decay may be extensive. **ACTION: Clerk**

It was **agreed** to meet again in December to review the second opinion report and agree a way forward for all of the works.

### b) Contribution to Practitioners Conference 2021

It was **agreed** to contribute £15 towards the cost of the Clerk's attendance at the 2021 virtual Practitioners Conference.

### c) Parish Partnership Scheme

The cost of the village gateways was noted to be £4,731 for three sets, with the Council contributing £2,365.50. The reduced visibility at the village hall was discussed and it was felt that this was not acceptable. It was **agreed** not to proceed with an application for village gateways on the basis that only two would be practical, and that there were more pressing financial needs at present.

### d) Ferry Inn – Asset of Community Value

Following the closure of the shop and the opening of a shop -'Pub is the Hub' – at the Ferry Inn, it was felt that another application should be made to list the pub as an Asset of Community Value. This had been rejected previously as the social club served drinks, however it was noted that boat traffic stopped at the pub and would not be able to access the facilities of the members-only social club. It was **agreed** to make a new application on this basis, the Clerk was asked to draft an application and send this to Richard Youngs and Adrian Thompson for comment. **ACTION: Clerk**

### e) Budget and Precept 2021/22

The draft budget was considered. The village gateways were removed from the budget, and the miscellaneous line was made up to £962 to allow for a 0% increase in precept. The Clerk noted that the tax base figures had not yet been received despite a request for the draft figure, therefore the Council would need to agree their budget and precept at the additional December meeting.

### f) Stokesby Play Area

Leigh-Ann Medhurst reported that she and David Murison had drafted a survey which could be circulated around the village. It was **agreed** that the draft survey would be

reviewed at the December Council meeting, and suggested that it should be circulated in the new year, with a view to making funding applications in the summer.

g) Food Concessions at The Green

Following the request from a pizza van owner to visit the village weekly, it was suggested that principles should be set down for future requests so that this could be dealt with in a timely manner. It was **agreed** that food concessions would be permitted, the charge would be £10/week and they could use the parking area at The Green. Vendors would be initially offered a four week trial, payable in advance, and that a licence could then be granted on a month by month basis.

**11. Reports from Parish Councillors**

It was reported that the hedge at The Homestead was out in the road, causing traffic to push across the road. The Clerk was asked to write to the householder requesting that this be cut back. **ACTION: Clerk**

The hedge in Filby Road opposite the council houses was overgrown, Richard Youngs agreed to take a look and identify the owner. **ACTION: RY**

Adrian Thompson was thanked for the bulbs supplied to the parish.  
Streetlight number 6 had been reported as faulty.

**12. Date of Next Meeting**

The next meeting would be Wednesday 9<sup>th</sup> December 2020, 7.30pm on Zoom, with a short agenda to address the items listed above. The following meeting would be Wednesday 10<sup>th</sup> February 2021 at Stokesby Community Hall or via Zoom, depending on government guidance at the time.

A site visit would be arranged over the weekend to view the tree, and the Clerk reminded councillors that while this was permitted as necessary work during lockdown, Councillors should ensure that they adhere to rules on gatherings and Covid-secure meetings.

The meeting closed at 8.50pm

**CHAIRMAN**