

**Minutes of the Meeting of Stiffkey Parish Council held on
Monday 6th February 2023 at 7.30pm at Stiffkey Village Hall**

Present: Alexandra Hooper (Chairman)
David Clifton
Ian Curtis
Philip Harrison
David Smallridge
Catherine Moore, Parish Clerk

Also present: District Councillor Victoria Holliday and 3 members of the public.

1. Apologies for Absence

Apologies for absence were received from Hannah Darby and Martin Williams. County Councillor Michael Dalby had also sent his apologies.

2. Public Forum

a) Public

No comments.

b) County Councillor

Michael Dalby's report had been circulated.

c) District Councillor

Victoria Holliday's report had been circulated. Planning decision notices would now be circulated to parish councils. The Coastal Adaptation Supplementary Planning Document was an interesting read. Hornsea 3 had a meeting in Holt regarding funding, however it was understood that Stiffkey was not included. A weekly collection of batteries would now be available with doorstep collections. There were changes underway that voters would need ID to be able to vote at the Polling Station, and Voter ID could be obtained, or alternatively a postal vote could be used. The election timetable had been sent.

3. Declaration of Interest for items on the agenda

None.

4. Minutes of the meeting held on Monday 28th November 2022

It was noted that it was disappointing that the representative of the National Trust had not been able to attend this early 2023 meeting despite moving the date. The minutes of the meeting were **agreed**, proposed by Ian Curtis, seconded by David Smallridge, all in favour, and were signed by the Chairman.

5. Matters Arising from the Minutes

a) Footpaths and Access Points

The Chairman noted that Hollow Lane needed to be followed up with Norfolk County Council.

The Clerk was asked to chase Westcotec regarding the repair of the SAM2 sign.

ACTION: Clerk

It was noted that there had been no update from the National Trust regarding the bridge. It was **agreed** that a meeting would be set up in March, requesting the attendance of the Regional Director from the National Trust together with the MP, representatives of the RNLI, Coastguard and any other interested parties. This would be publicised widely to the village.

ACTION: AH / Clerk

It was noted that Duncan Baker could only attend Friday meetings, so the next date would need to be moved, and his attendance would probably encourage media coverage. The EDP would be invited to the meeting. **ACTION: Clerk**

6. Planning

a) New Applications

PF/23/0095 The Saltings, 68 Wells Road: Erection of single storey rear extension to dwelling to form new sunroom, insertion of 3no dormer windows, replacement of 2no roof lights with 2no terrace lights, single storey extension to garage and conversion of existing disused windmill incorporating external staircase and glazed balustrading to form private ancillary seating area.

It was felt that the policy regarding light pollution and dark skies should be commented upon particularly around the balustrade and appropriate glazing, but otherwise the application should be supported as it would preserve the building. It was **agreed** to support the application with comments, proposed by David Clifton, seconded by Phil Harrison, all in favour. **ACTION: AH / Clerk**

b) Applications considered between meetings

LA/22/2806 Great Yard House, 10-12 Bridge Street: Proposed Open Porch (Listed Building Consent). **COMMENTS SUBMITTED**

PF/22/2807 Great Yard House, 10-12 Bridge Street: Proposed Cart Shed. **COMMENTS SUBMITTED**

LA/22/2808 Great Yard House, 10-12 Bridge Street: Proposed Cart Shed (Listed Building Consent). **COMMENTS SUBMITTED**

LA/22/2812 Great Yard House, 10-12 Bridge Street: Proposed new screen / door to outbuilding (Listed Building Consent). **COMMENTS SUBMITTED**

Victoria Holliday was asked to chase up progress on the Red Lion application from April 2022, as well as the pre-application for Hillside. **ACTION: VH**

7. Finance

a) Finances 2022/23 To Date

The finances to date were **noted**, reporting that there was £501.14 in the current account; and £13,109.63 in the deposit account at 31.12.2022. Receipts since the last meeting were:

- None.

It was noted that North Norfolk District Council had made an error in calculating the tax base which had resulted in the increase in the precept being 6.73% instead of 1.96%, with Band D being £56.89 instead of £54.35.

b) Internal Auditor

It was **agreed** to appoint Kerrie Wilton as Internal Auditor at a cost of £55, proposed by Alex Hooper, seconded by David Smallridge, all in favour. **ACTION: Clerk**

c) Payments

It was **agreed** to pay the following, proposed by David Clifton, seconded by David Smallridge, all in favour:-

C Moore	Salary & Expenses Dec 22 & Jan 23 & mileage & uplift	£520.88
HMRC	PAYE Dec 22 & Jan 23	£130.20
SSE	Streetlight Electric November 2022	£50.62

SSE	Streetlight Electric December 2022	£54.59
Fakenham CFR	Stiffkey First Responders Eqt	£3,348.00
Fakenham CFR	Stiffkey First Responders Eqt	£1,596.45

8. Correspondence

a) General Correspondence

None. There were two new consultations that Alex Hooper would review and circulate relevant comments to the Council.

ACTION: AH

9. Other Matters

a) Ambulance Response Times / Community First Responders

Alex Hooper reported that in September to December 2022 the First Responders did 186 hours, with 3 Category 1 emergencies, and 7 Category 2 emergencies. They had covered 160 miles and attended a lot of training, and having teams of two was definitely working well. There were a few issues with bureaucracy which would be taken forward. The Stiffkey CFRs were responding to other villages and were saving lives. They had been asked to provide information on response times, with some being only 8 minutes. This was a huge achievement for the Parish Council to have set this up and Councillors thanked the Chairman for driving this forward.

b) Review of Standing Orders and Financial Regulations

It was **agreed** to approve both with no changes, proposed by David Smallridge, seconded by Alex Hooper, all in favour.

ACTION: Clerk

c) Greenway

Ian Curtis reported that he had been investigating whether Greenway was adopted, he had contacted Norfolk County Council three times and kept being assured that he would be updated. A representative had visited the site who could not find the defect, and it was noted in the report that the BOAT was not to Highways standard, and was therefore thought to be unadopted. Ian would continue with his investigations.

ACTION: IC

It was **agreed** that the Highways Engineer would be approached to re-line the white line on the edge of the A149 at Greenway, and to request an H bar on the corner.

ACTION: AH / Clerk

d) Gift to the Parish

Alex Hooper reported that the Parish Council had been offered the gift of a strimmer. It was noted that the user must have PPE and a risk assessment, and should be 'competent'. It was **agreed** to accept the strimmer and that it would be kept in the secure locked area at the church. This could be used by other village groups provided the necessary health and safety / insurance requirements were met.

10. Date of Next Meeting

The next meeting would be set for a Friday in March, to accommodate the availability of the National Trust and the MP. The preference was for 31st March 2023.

It was noted that the Clerk had requested that meetings be realigned into school holidays, the principle of this was agreed and that a list of proposed dates would be circulated.

ACTION: Clerk

The meeting closed at 8.20pm.

CHAIRMAN