

**Minutes of the Meeting of Stiffkey Parish Council held on  
Monday 26<sup>th</sup> September 2022 at 7.30pm at Stiffkey Village Hall**

**Present:** Alexandra Hooper (Chairman)  
Ian Curtis  
Hannah Darby  
Philip Harrison  
David Smallridge  
Martin Williams  
Catherine Moore, Parish Clerk

**Also present:** District Councillor Victoria Holliday and 0 members of the public.

**1. Apologies for Absence**

Apologies for absence were received from David Clifton. County Councillor Michael Dalby had also sent apologies.

**2. Public Forum**

a) Public  
None.

b) County Councillor  
Michael Dalby's report had been circulated.

c) District Councillor

Victoria Holliday's report has been circulated. The planning department was having an operational review which would include consultation with town and parish councils.

Campervan signage had been drafted and was shown around, as overnight parking had been an issue to the environment and North Norfolk wished to deter overnight parking in undesignated places. There was a free option; or an enforceable option which would cost around £6,000 with a traffic regulation order. It was **agreed** to try a couple of the free ones to see whether these would act as a deterrent. They would be put up in The Knoll and the car park. **ACTION: VH**

It was noted that bins had been left in the road after the waste collection instead of put back at the properties, it was suggested that this may have coincided with truck deliveries at a neighbouring property. This would be monitored.

The Community First Responders were being paid for training, uniforms and mileage which was good news. They had now done two shifts, with no call outs yet.

The coastal resilience grant scheme was available for applications, balancing local engagement with environmental improvement. There were a lot of things that it could include. The closing date for funding was January 2023.

The footway outside 45 Wells Road had been reinstated.

A question was raised regarding the Environment Agency work around flood alleviation, and it was suggested that money should be spent on maintaining the river instead of raising windows in properties. It was noted that the take up had been around 30%. Victoria agreed to enquire as to the rationale behind this. **ACTION: VH**

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

No formal interests. It was noted that all Councillors were Trustees of the Village Hall Committee regarding the planning application.

#### 4. Minutes of the meeting held on Monday 18<sup>th</sup> July 2022

The minutes of the meeting were considered. The date and time was corrected to 18<sup>th</sup> July, with this amendment the minutes were **agreed**, proposed by Phil Harrison, seconded by Martin Williams, all in favour, and were signed by the Chairman.

#### 5. Matters Arising from the Minutes

##### a) Village Hall Planning Application

Ian Curtis reported that the planning application had been re-submitted and went live on the portal today.

##### b) Stoney Road Bridge

The National Trust had given a response to the letter which was the same as the update in April, and noting that there would be meetings in September to look at this, but that nothing substantive would be done before 2023. It was **agreed** that a further update would be requested, asking what the outcome of the meetings were. It was noted that there was a small window of opportunity to get work done, and that this could be missed if the necessary permissions were not sought. It was **agreed** that correspondence would be requested in writing through the Clerk. **ACTION: AH/Clerk**

##### c) Public Right of Way Application

The Clerk reported that the application had been registered.

##### d) Dog Fouling

It was noted that the problem was not from the campsite, but was people getting their dogs out of cars. There was very little the Parish Council could do about it. The bin was regularly emptied.

#### 6. Planning

##### a) New Applications

PF/22/2144 Stiffkey Village Hall, Church Street: Demolition of south section of the village hall and construction of new gable end to building; installation of timber boarding over remaining external blockwork walls; alterations to car park and installation of access ramp.

It was **agreed** not to submit any comment as the Parish Councillors were the Trustees of the Village Hall.

**ACTION: Clerk**

##### b) Applications considered between meetings

None.

#### 7. Finance

##### a) Finances 2022/23 To Date

The finances to date were **noted**, reporting that there was £1,660.71 in the current account and £6,560.36 in the deposit account at 31.08.2022. Receipts since the last meeting were:

- £20.48 – Eon refund for overpayment on streetlight electric.

##### b) Payments

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

C Moore	Salary & Expenses Aug & Sept 22	£437.46
HMRC	PAYE Aug & Sept 22	£109.20
TT Jones	Street Light Maintenance	£36.58

SSE	Streetlight Electric July 2022	£52.26
SSE	Streetlight Electric August 2022	£52.26
TT Jones	Streetlight 5 year fixed wire inspection	£178.20
Local Lynx	Newsletter Donation	£135.00

## 8. Correspondence

### a) Hollow Lane Footpath; and Greenway (item 9d on the agenda)

An email had been received from a resident regarding the surface of Hollow Lane. It was noted that a footpath was required to be free from obstruction, however the steep section was a hazard. It was suggested that the County Council should be lobbied to improve this as it was on the list of publicly maintainable route.

**ACTION: AH/Clerk**

Ian Curtis reported that he had researched Greenway, which was unadopted and was not the responsibility of the County Council for resurfacing. It had been surfaced by the army when the camp was there, and was now most likely the responsibility of the people who owned it either side.

The Chairman noted that private land could be on the list as maintainable at public expense, so the ownership was undisputed.

Alex Hooper proposed that this would be put on the agenda at the request of Ian Curtis once there was a substantive update, seconded by Hannah Darby, all in favour.

### b) General Correspondence

None.

## 9. Other Matters

### a) Parish Partnership Scheme

Nothing put forward.

### b) SAM2 Sign Repairs

The SAM2 sign required repair, Martin Williams agreed to take it to Westcotec to be repaired.

**ACTION: MW**

The repair cost would be considered and a new one applied for under parish partnership if it was not economically viable to repair.

### c) Ambulance Response Times / Community First Responders

Stiffkey now had two Community First Responders (both residents of Stiffkey), and another recruitment drive would take place. An advert would be put in The Lynx regarding funding and requesting donations, which would be ringfenced through the Parish Council accounts. It was suggested that any surplus funds would be held and ringfenced for future CFRs for Stiffkey. Alex Hooper proposed that a ringfenced fund would be set up for CFRs in Stiffkey, seconded by David Smallridge, all in favour.

### d) Greenway; and Other Footpaths

Considered under item 8a.

### e) Civility and Respect Pledge

The Civility and Respect Pledge was outlined, noting that it drew together a number of themes and relating to anti-bullying work nationally. It was **agreed** to sign the pledge, proposed by Alex Hooper, seconded by Martin Williams, all in favour.

**ACTION: Clerk**

The Dignity at Work Policy would be brought to the next meeting, as this was currently sitting in a number of other policies.

**ACTION: Clerk**

**10. Other Matters**

Phil Harrison noted that he was looking to hand over the role of Senior Flood Warden as he could not make the relevant meetings, it was **agreed** that a replacement would be sought. **ACTION: AH**

**11. Date of Next Meeting**

The next meeting would take place on Monday 28<sup>th</sup> November 2022 at 7.30pm at Stiffkey Village Hall. The meeting closed at 8.30pm.

**CHAIRMAN**

DRAFT