

# STIFFKEY PARISH COUNCIL

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Chairman: Cllr Martin Williams

Locum Clerk Maxine Hayes

I hereby give notice of a meeting of Stiffkey Parish Council to be held on Monday  
31<sup>st</sup> July 2023 at 7.30pm in the Village Hall

Councillors are hereby summoned to attend for the purpose of transacting the  
following business

*Maxine Hayes*

Locum Clerk

Stiffkey Parish Council 24<sup>th</sup> July 2023 AGENDA

1. Apologies for absence
2. To receive declaration of interest for items on the agenda
3. To approve minutes of the Annual Meeting held on 22nd May 2023
4. Public time (15 minutes)  
Reports County and District Councillors – District Councillor Reports for June, July & August circulated.
5. To elect vice chairman for the forthcoming year
6. To receive clerks report - verbal
7. Matters arising from the minutes
8. Planning  
PF/23/1269 Lodge Barn, Bridge Street, Stiffkey – Comments submitted and available on planning website  
RV/23/1237 Shoemakers Cottage, 2 Church Street – Variation of condition 1 (time limit) of listed building consent LA/21/1771 (Construction of first floor extensions and alterations) – No Objections  
NNDC Decisions  
RV/22/1002 – Red Lion, 44 Wells Road – Variation of condition 1 (approved plans) for Planning Permission RV/21/2924 to allow larger windows on first floor of south east elevation - Refusal  
RV/23/1237 Shoemakers Cottage, 2 Church Street – Variation of condition 1 (time limit) of listed building consent LA/21/1771 (Construction of first floor extensions and alterations) - Approved
9. Correspondence
  - Submission of North Norfolk Local Plan for independent examination
  - Proposed closure of Blakeney Surgery
  - NCF Funding Programme Newsflash

- Beeston Parish Council – offer of induction training 10 August 7pm
- Norfolk ALC – Good Councillors Guide
- Notice of Coastal Conference Logo consultation
- Rural Services Network newsletter
- Cllr V Holliday – Notice of coastal supermarket moved to Holt
- Community Action Norfolk Newsletter
- Notice that UEA and Cambridge University would be carrying out excavations at Warham Camp 10 July 2023
- Notice of NNDC Town & Parish Council Engagement Forum 12 September
- Cllr V Holliday re noise at Great Yard House
- National Trust – Update on Stiffkey Bridge
- Norfolk ALC wellbeing newsletters
- Norfolk CC Highways – notice of decision not to proceed with proposed speed limit amendments A149
- PKF Littlejohn – Confirmation of completion of audit

## 10. Governance

To review and approve the following policy documents:

Planning

Code of Conduct

Complaints Procedure

Safeguarding Policy

## 11. Finance

To approve accounts for payment July 2023

Date	Payee	Description	Amount
23.5.23	C Moore	Clerks sal/xp April/May	£437.14
23.5.23	HMRC	PAYE	£109.20
23.5.23	Kerrie Wilton	Internal Audit	£55.00
23.5.23	BHIB	Insurance renewal	£449.32
23.5.23	Norfolk PTS	Annual Subscription	£74.30
26.5.23	SSE Energy	Street Lighting	£116.50
2.6.23	SSE Energy	Street Lighting	£13.10
31.7.23	Stiffkey Village Hall	Donation	£1500
31.7.23	Stiffkey Village Hall	Annual Meeting charges	£150
31.7.23	Locum Clerk Services	Clerk services, mileage & expenses 31.5.23 – 30.6.23	£271.34
31.7.23	Locum Clerk Services	Clerks services, mileage & expenses 1.7.23 – 31.7.23	£166.91
31.7.23	HMRC	PAYE	£37.33
31.7.23	Parish Online	Annual Subscription	£38.40

To receive and approve financial update balances and reconciliation

To agree to pay final invoice for Locum Clerk Services prior to next meeting

12. Items for Discussion

12.1 Replacement Bridge Stiffkey Marshes – Update & Poster request

12.2 Electric Vehicle Charging – to discuss the information received and approve any action

12.3 Invitation to bid for Parish Partnership funding 2024/5 – to discuss any proposals

12.4 To discuss letter received asking for donation towards Local Lynx magazine

12.5 Light Pollution Dark Skies – concerns about increasing outside lights and their impact

12.6 Concerns about traffic, speeding and pedestrian safety

12.7 Clerk vacancy - update

13. Date of next meeting- Monday 25<sup>th</sup> September 2023