

# STIFFKEY PARISH COUNCIL

Clerk Glynis Williamson 01263 711371 e mail: clerk@stiffkeyvillage.org

Minutes of the Parish Council Meeting of Stiffkey Parish Council on  
Monday 27<sup>th</sup> November 2017 7p.m. at Stiffkey Village Hall.

## **The meeting was preceded by a presentation from Graham Connelly of NNDC on the Community Housing Fund.**

Present: Alex Jones (Chair) Chris Cook, Ian Curtis, Mark Harrison, Karen Pickels.

1) Apologies and declarations of interest. Vincent Fitzpatrick (Work commitments).  
MH declared an interest in item 7 Village Hall.

2) To approve the minutes of 25th September 2017 and matters arising not on the agenda  
Gullies Bridge Road –Further e mail to Steve White Highways. There was concern that the  
soil was being washed from the banks and although Highways were clearing it off the road  
they were putting it back on the bank instead of taking it away. MH knew somewhere local  
where the soil could be taken. MH to give details of place to deposit soil to clerk who would  
e mail Highways, copy in MS, advising if not dealt with PC would hold highways responsible  
for flooding on Bridge Street

3) Vacancy on Parish Council, no election has been called - to discuss co-option at January  
meeting. AJ would advertise vacancy on website and notice boards. Details of anyone  
interested to clerk by week before next meeting.

4) Reports from Cllr Fitzpatrick NNDC, Cllr Marie Strong NCC and police plus comments from  
members of the public.

5) Governance and Financial Matters

Direct Debit e.on     October £83.67

Nov     £83.67

a) On the approval of AJ seconded by IC the following payments were approved the  
grant cheque would be held:

CC confirmed the fence would be dealt with the week before or the week after Christmas it  
was authorised the cheque would be paid when CC notified fence complete.

Clerk G Williamson Salary Oct/Nov	252.28	Expenses 9.90	262.18
Grant Payment			2000.00
T T Jones Maintenance Oct-Dec plus Light o/s village Hall			124.36
The Royal British Legion     Poppy Wreath			18.50
G Williamson reimbursement of Wix payment			127.54
Receipt 2 <sup>nd</sup> instalment precept (2365) and grant (106)			2471.00

B) To discuss and decide budget for 2018/19 and

C) To discuss and decide precept for 2018/19: The Clerk had provided a written budget for 2018/19. Discussions took place over the budget but there were difficulties because it was not known how the new lights would affect future budgeting. AJ proposed that in future years £500 per annum was set aside in a lighting fund so that when the 10 year guarantee expired there would be a fund to replace the lights. This was seconded by KP and CC. It was proposed by AJ seconded by KP that the budget with the £500 for lights was accepted and the precept remained the same. £ 4745.00

To confirm signatories for account and amend following resignation of Cllr Lawrence.

The clerk still had problems because the Bank would still not speak with the current clerk. A letter would be sent from the PC to correct this.

## 6) Continued Business

a) LED lights update on progress following award of contract. Chair and Clerk had met with Paul Jones to confirm details. The lights would have the facility to be dimmed or to be switched off. They could be switched off individually. They would be new high spec and could save up to 80% electricity costs. They come with a 10 year guarantee so maintenance would be a lot less. The order had been confirmed and would be installed around March 2018

b) Footpaths to discuss action needed. Re the footpath along from the village hall. The PC could apply for 50/50 partnership to aid with costs. CC would contact Steve White from Highways to confirm in writing that he would support the project. AONB and Big Society grants could also be considered.

d) Dog bin and collections, bigger bin now in situ. The situation had calmed down due to less holidaymakers but would have to be monitored next year. Perhaps the National Trust could empty the bin during the busy summer months.

e) Stiffkey Village Signs IC had taken the signs down and painted them. A vote of thanks was given by all. The sign on the knoll needs more work round the base where it goes into the ground. It perhaps could be patched up to get through the winter. MS has a small grant award scheme AJ to write to ask for funding.

The comment was made that members of the public stick notices on the sign at the T Junction Wells Road/Bridge Street CC was delegated to remove them.

## 7) New business

a) Planning Application for Village Hall IC confirmed that following research he believed the full planning application with demolition would be zero costs.

Update from insurers and access Village Hall. The clerk had had a response that she felt would cover any councillor from costs if there were an accident. IC was unsure and would like the wording confirmed

**Action: Clerk to liaise with Insurers.**

Regarding the access behind the village hall application still had to be made to the Charities commission. AJ proposed CC seconded that to move this forward as fast as possible the clerk, as an independent person should take this into her administration role. IC would copy all his paperwork and pass on to clerk. Clerk would speak to MH in new year.

- b) Request for rails on War Memorial steps. It was agreed to look into this and see if grants were available.

#### 8). Planning.

PF/17/1894 31, Wells Road, Stiffkey. Creation of terrace (part retrospective) and erection of detached outbuilding in rear garden. To Discuss CC had e mailed that although the plans had said this could not be seen, it could be seen from a parish footpath.

PF/17/1762 45, Wells Road, Stiffkey Demolition of existing garage and lean to extension and erection of new extensions to front and rear with glazed link and amended parking arrangements. There was discussion regarding this application re size, height but it has since been withdrawn.

#### NNDC Decisions

PF/17/1232 Erection of Single Storey Extension. 15, Bridge Street, Stiffkey. Withdrawn

PF/17/1428 Erection of two storey side extension, 149 Camping Hill, Stiffkey. Permit.

PF/17/1463 Erection of outbuilding in rear garden, 31, Wells Road, Stiffkey. Withdrawn

PF/17/1464 Erection of single-storey side extension, Flint Cottage. 21. Wells Road, Stiffkey. Permit.

#### 9) Correspondence

- Clerks and Councils direct Sept 2017
- Coastal Forum Meeting Tue 5<sup>th</sup> Dec 10.30 Council Chamber, NNDC
- Environomics – help with Neighbourhood plan?
- NCC Norwich and Norfolk Eco Awards e mail
- Environmental Protection Fly Tipping of Garden Waste.

#### 10) Date of next Meeting.

Monday 29<sup>th</sup> January 2018

#### 11) Agenda Items for next meeting

Lynx Donation