

**Minutes of the Meeting of Stiffkey Parish Council held on  
Monday 27<sup>th</sup> September 2021 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:** Two members of the public.

**1. Apologies for Absence**

Apologies for absence were received from Kerensa Claydon.

**2. Public Forum**

a) Public

There were no public comments.

b) County Councillor

No report. The Chairman noted that Cllr Dalby had been extremely helpful with the discussions around traffic management at Meadow Lea.

c) District Councillor

Victoria Holliday's report had been circulated.

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

None.

**4. Minutes of the meeting held on 19<sup>th</sup> July 2021**

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) Allotment Tenancies

The Clerk reported that the allotment tenancies had been sent, and signed copies returned for all except one. The Clerk would chase the outstanding agreement.

**ACTION: Clerk**

b) Parish Partnership Scheme

The Chairman would look at potential schemes and bring these to the next meeting. Nothing further had been heard regarding the proposed traffic warden for the summer months.

**ACTION: AH**

**6. Co-option of Parish Councillor**

It was **agreed** to co-opt Hannah Darby, proposed by Philip Harrison, seconded by Ian Curtis, all in favour. The Declaration of Acceptance of Office was signed and Hannah took her seat at the meeting. The second candidate was thanked for their interest.

**ACTION: Clerk**

**7. Finance**

a) Financial Update

The Council had £7,595.84 in the bank as of 31<sup>st</sup> August 2021.

b) Barclays Bank Account

It was noted that the Barclays bank account had been closed and the balance transferred to Unity Trust.

c) Payments

It was **agreed** to pay the following:-

C Moore	Salary & Expenses Aug & Sept 2021	£542.58
HMRC	PAYE Aug & Sept 2021	£88.20
Eon	Street Light Electric – 3 months	£70.99
Westcotec	SAM2 Battery	£105.00
North Norfolk District Council	Garden Plot Licence	£100.00
TT Jones	Streetlight Maintenance	£33.55

**8. Correspondence**

a) North Norfolk District Council Licensing Policy; and Gambling Licensing Policy

No comments.

b) Norfolk ALC Covid Memorial Plaque

The plaque design was circulated and it was noted that this would be presented by a Deputy Lieutenant at a future Council meeting.

c) General Correspondence

A volunteer had come forward to assist with clearing footpaths using his own equipment. The Chairman would discuss this with them and bring further details to the next meeting.

**ACTION: AH**

An email had been received regarding tree planting, and this would be considered at the next meeting.

**ACTION: Clerk**

**9. Planning**

a) New Applications

None

b) Applications considered between meetings

- i. PF/21/1894 Glebelands, Church Street: Two storey rear extension.

**COMMENTS SUBMITTED**

- ii. PF/21/2233 26A Bridge Street: Replacement domestic outbuilding to rear of dwelling.

**NO OBJECTIONS**

The Chairman noted that a flyer would be circulated regarding the traffic management plans for Meadow Lea, when this would be under traffic lights. The situation would be monitored and the developers would be engaged if there were any problems. It was noted that they continued to use the Village Hall car park, which was private property, and should be asked for a contribution towards damage caused by heavy vehicles; it was **agreed** that David Smallridge would speak with the owners.

**ACTION: DS**

Victoria Holliday was pursuing the issue around not seeking permission to knock down the wall and create a new access onto the highway.

## 10. Other Matters

### a) Footpaths / Bridleways / BOAT

It was noted that the Bangay was very overgrown and was below the minimum 2.4 metre width. There were a number of dead trees that needed removing. A tree surgeon had offered their services for free, and a letter would be sent to the owner asking for permission to complete this work.

**ACTION: AH / Clerk**

The trees at the village hall needed to be looked at, this was a matter for the Village Hall Committee.

### b) Greenway Repairs / Stoney Road

It was noted that Stoney Road was sinking into the marsh and needed to be built up as this was a bridleway. The bridge needed to be repaired, and both of these matters were the responsibility of the National Trust. Concern was expressed that the bridge could be washed away in a high tide.

**ACTION: AH / Clerk**

The path beyond the bridge was an ancient right of way and needed to be registered as a public footpath. This would be included in the project to register lost footpaths.

**ACTION: AH**

The Greenway was falling apart at the bottom, and it was noted that this was the responsibility of the landowner to repair and maintain. The road was a Byway Open to All Traffic (BOAT) and was once tarmac, but was now tarmac to stone. It was noted that this was the main access to the National Trust car park. The Clerk was asked to find out what the minimum surface standard was for a BOAT and what the obligations of the landowner were.

**ACTION: Clerk**

## 11. Date of Next Meeting

The next meeting would take place on Monday 29<sup>th</sup> November 2021 at 7.30pm at Stiffkey Village Hall.

The meeting closed at 8.30pm.

**CHAIRMAN**