

## **STIFFKEY PARISH COUNCIL**

### **Minutes of the Parish Council meeting held on Monday 18<sup>th</sup> April 2016 in the Village Hall.**

**PRESENT:** Cllr Denham (Chair), Cllrs Cooke, Curtis, Harrison, and Jones.  
Di Dann Acting Parish Clerk, NCC Cllr M Strong, NNDC Cllr Vincent Fitzpatrick  
PCSO Sarah Kirkby, 8 members of the public

#### **1. Receive apologies and reasons for absence**

Apologies were received from Cllr Lawrence (work).

#### **2. Declarations of interest and requests for dispensations**

There were none

#### **3. Minutes of the Parish Council Meeting held on 9th February 2016**

On a **PROPOSAL** by Cllr Jones these were **AGREED** and the Chairman signed the minutes.

#### **4. Matters arising on the Minutes** (for information only), not included on the agenda

4.1 Report from Social Services Committee on their project for play equipment. It was noted that the Committee would be submitting a grant application to the Big Society Fund.

4.2 The Clerk advised that NCC Highways had said they did not know about the missing sign on the Wells Road. This was clarified as being the sign near to the Camping Hills.

#### **5. Reports from NCC Cllr Marie Strong, NNDC Cllr Fitzpatrick and Police**

5.1 Cllr Strong. NCC was asking for money concerning devolution and they had strong objections to a mayoral election for East Anglia. She advised about the AONB grant fund. A mobile Post Office was being set up at both Hindringham and Walsingham. Recycling Centres would be open 9.00 – 5.00 p.m. from April to the end of September. Broadband was being rolled out as fast as possible. Cllr Strong advised the Chairman to write to BT concerning recent supply problems and the state of the cables. This could cause a problem for Stiffkey with the pending fibre upgrade

5.2 Cllr Fitzpatrick. NNDC had set their budget in February for the year 2016/17. NNDC had other users (DWP) at their Cromer Offices now, generating income for them. NNDC had recently enforced two planning

breaches one regarding the felling of trees and the other for operating a riding school without a licence. Cllr Fitzpatrick was thanked for attending and Cllr Jones asked if he and his colleague Cllr Heston could attend more meetings.

5.3 PCSO Kirkby. Members were advised of one theft of money in the parish. There had been a theft at Blakeney Church. The police were paying particular attention to trailer thefts. Cold callers should be reported to the police.

## **6. Close the meeting for Public Participation**

*An opportunity for members of the public to raise questions or concerns*

There were no matters raised.

## **7. SAM2 and Speedwatch**

Cllr Jones said she was managing the alternation of the sign but more volunteers were needed for the SAM2 and also for the Speedwatch group. Cllr Jones advised that, using the SAM2 data, an analysis of data showed that all traffic entering the village along Bridge Street was speeding. In Church Street 75% of traffic was speeding; near to the Red Lion 80% of traffic was speeding. The Clerk was asked to write to the police concerning this. Cllr Cooke would look into the possibility of having speed stickers. The article in the NCC magazine, concerning speed stickers on wheelie bins, had also been investigated by Cllr Jones.

## **8. LED Street Lights Project**

It was noted that the grant application to Sheringham Shoal for £2500 had been successful. Cllr Jones had taken advice from various sources, and it would seem that dimmable 40w LED lights would be the best option. There would be savings on electricity and maintenance and very little infrastructure costs with the project. The funders had advised that projects should be completed within a year, so there was some time to assess the situation.

Members were encouraged to visit Upper Sheringham. The parish was planning a similar project and hopefully the work would be finished soon. The Clerk would advise members about this.

The Chairman thanked Cllr Jones for her time and research with the matter.

## **9. Action Plan “Brain Storm” for 2016/17 onwards**

It was agreed to have an informal meeting on Tuesday 10<sup>th</sup> May at 7.00 p.m. either at the Wooden Boats or the Pavilion. The Chairman would investigate

## **10. Councillor Co-Option and Clerk’s vacancy**

It was noted that, following an advertising period, there had been no call for an election and members could now co-opt. The vacancy of Clerk would be advertised in the Glaven Valley Newsletter. The Acting Clerk would stay until October, ideally there could be a handover period.

## **11. Planning Matters (see correspondence list)**

11.1 Planning Application. It was noted that PF/16/0119 had been returned to NNDC, with no objections. On a **PROPOSAL** by Cllr Cook it was **AGREED** that the response should be changed to “No objections subject to no development”.

11.2 Other planning matters.

11.2.1 Decisions. It was noted that the National Trust (NT) application AN/16/0058 for adverts on the Saltmarshes had been given consent. On a **PROPOSAL** by Cllr Jones it was **AGREED** that NNDC would be asked why this had been given consent. Other decisions had been noted on the circulated correspondence list.

11.2.2 Other planning matters relating to the emerging Local Plan. The NCC Local List for validation of Applications – Noted. The Housing and Economic Land Availability Assessment – Noted.

## **12. To note or comment upon correspondence not included on agenda (see correspondence list)**

12.1 Update from the NT regarding the car park project. It was noted that funding had been secured for the wider car park project, and a planning application would be submitted. The entrance would be made good in mid May as an interim measure. NT would source a dog bin and asked that Stiffkey Parish Council arranges its emptying. Victoria Egan from the NT had been invited to attend the Annual Parish Meeting in May.

12.2 AONB Community representative election. This was noted.

12.3 Wells SNT Member. This was noted and a notice would be put on the parish noticeboards.

12.4 Highway Rangers visit at the beginning of May. Details of potholes were given to the Clerk. The Clerk would ask NCC to clear the drains in Bridge Street. The missing Stiffkey sign near the Campinglands would be reported and also the broken road sign near to the Binham turn.

12.5 Other items received after the close of the agenda:

12.5.1 Letter from the North Norfolk Forum (representing North Norfolk Parish and Town Councils). The letter explained the purpose of the Forum which was to investigate the allocation of Second Homes Council Tax. Members were happy to endorse the efforts of the Forum.

## **13. Financial Governance**

13.1 Agree the Financial Statement for the period 9<sup>th</sup> February – 11<sup>th</sup> April. On a **PROPOSAL** by Cllr Cook the following payments were **AGREED**: T T Jones cheque no 195 £82.16 for Lights maintenance; D Dann cheque no 196 Acting Parish Clerk Salary £376.20 and Expenses £125.80 Total £502.00.

Members would delay renewing their membership of Norfolk ALC requesting an explanation about the “legal advice “ given concerning the Village Hall.

The payment to the NSI for an investment of £5000 had been returned with an explanation offered that they no longer offered investments to community organisations.

It was noted that HMRC were pursuing interest accumulated for unpaid ITX and PAYE from the previous Clerk who had left on 31<sup>st</sup> March. Mrs Pickels offer to help in the matter was accepted as she had set the HMRC RT system up for the previous Clerk.

13.2 Draft Accounts to 31<sup>st</sup> March 2016. These had been forwarded to members and would be agreed at the May meeting.

13.3 Grant application from Stiffkey Village Hall. Noted that the December Minutes had agreed to pay for the A On Insurance. On a **PROPOSAL** by Cllr Jones it was **AGREED** to pay the Insurance for the Village Hall which the Clerk had arranged £442.00 Cllr Cook advised that the Hall would not be asking for this money again

13.4 Appointment of internal auditor. On a **PROPOSAL** by Cllr Jones it was **AGREED** to ask Mrs Andrew to undertake the audit at a cost of £30.

13.5 The Transparency Code Fund application. The application had been successful and the money had been received. This was for the purchasing of a laptop and the setting up of a website and training involved with the Transparency Code. Cllr Jones and the Clerk had looked into these matters. Members would be sent the message received from Mr Jackman with his recommendation for the building of a site which could be managed by the Clerk. It was noted he could also offer support with site maintenance if need be.

13.6 Stiffkey Allotment site. The progress of the site was noted and an application to the Big Society fund would be submitted for fencing and services to the site. On a **PROPOSAL** by Cllr Cooke it was **AGREED** to allocate £200 from reserves for the project match funding.

#### 14. Matters for inclusion on the next Parish Council agenda

Brainstorm (meeting 10<sup>th</sup> May). Meeting frequency.

There being no further matters to discuss the meeting was closed at 8.50 p.m.

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Chairman

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Date