

STIFFKEY PARISH COUNCIL

A meeting was held on Wednesday 13 January 1999 at 7.00 p.m. in Stiffkey Village Hall

PRESENT: A Curtis (Chairman) M Hodges (Vice Chairman) L Jordan B Butler M Gerrard and M Harrison

APOLOGIES: E Gambrill

PUBLIC: nil

MINUTES OF PREVIOUS MEETING of 09 December 1998 were taken as read were confirmed as a true record and duly signed by the Chairman

The Clerk reported PC Mileham had said he would be pleased to attend a PC Meeting if needed.

MATTERS ARISING FROM MINUTES

TRAFFIC CALMING

Awaiting Licence in order to put village signs up.

MILLENNIUM EVENTS

c/f

TREES NEAR GRAVEL PIT

c/f

EASTERN ELECTRICITY

Letter from Eastern Electricity enclosing revised Statement of Charges effective as from 01.01.99.

OTHER AGENDA ITEMS

NORFOLK PACT MILLENNIUM AWARD SCHEME LAUNCH AND WORKSHOP

Scheme to tackle the problems of rural deprivation by providing opportunities for young people to develop their inter-personal skills, self confidence and leadership abilities. - Invitation received to attend the launch of this scheme taking place at Easton Sports and Leisure Centre, Easton, near Norwich on Wednesday 3rd February 1999.

PLANNING

- (i) Councillors examined plans re. erection of extension to side of Pip Cottage, Bridge Street, Stiffkey - there were no objections
- (ii) Notification of planning permission re: erection of double garage with studio/store over at Hill House 25 Bridge Street Stiffkey

FINANCE

Balances at Barclays Bank at 30 December 1998 -

Community Account	-	£722.49
Business Premium Account		£507.76

AOB

CORRESPONDENCE

The Chairman read out at letter he had received from Mr Peter Thomas, Greenway, regarding litter on the marsh and around Greenway.

MEETING CLOSED at 7.40pm

DATE OF NEXT MEETING - Wed. 10 February 1999 at 7pm. in Stiffkey Village Hall

13.01.99

A L Curtis
10/2/99

STIFFKEY PARISH COUNCIL

A meeting was held on Wednesday 10 February 1999 at 7.00 p.m. in Stiffkey Village Hall

PRESENT: A Curtis (Chairman) M Hodges (Vice Chairman) L Jordan B Butler M Gerrard E Gambrill

APOLOGIES: M Harrison

PUBLIC: nil

MINUTES OF PREVIOUS MEETING of 13 January 1999 were taken as read were confirmed as a true record and duly signed by the Chairman

MATTERS ARISING FROM MINUTES

TRAFFIC CALMING

One village sign had been erected and several posts. Clerk to write to thank Mr Randle Feilden who had kindly made the signs.

MILLENNIUM EVENTS

Mrs Gambrill was proceeding with a video of Stiffkey which she was taking of the village all through one year.

TREES NEAR GRAVEL PIT

c/f

OTHER AGENDA ITEMS

RURAL TRANSPORT PARTNERSHIP

Progress Notes and Minutes had been received

PARISH COUNCIL FORUM

Letter received from NCC inviting representatives of Stiffkey Parish Council to a meeting regarding highways at the Aylsham Motel Norwich Road Aylsham on 10 March 1999. None of the Councillors present wished to attend.

NORFOLK COAST CYCLEWAY - PHASE 2

Literature regarding Phase 2 of the Norfolk Coast Cycleway received from Rosie Ferguson Coordinator, Norfolk Coast Cycling Initiative, Norfolk Coast Project and also illustration of a 'Sheffield stand' for holding cycles. After discussion the Clerk was instructed to write a letter saying the Council were in favour of the project but did not see any necessity for "Sheffield stands" and cyclists could usually stand their cycles elsewhere and the stands could be a nuisance and danger to pedestrians, especially in the dark.

FIELD STUDIES ON THE NORFOLK COAST

Letter received from Tim Venes, Project Officer, Norfolk Coast Project informing the Council of the formation of a group comprising managers of local field study centres and nature reserves which was set up to bring about coordination of the approach to field studies in the Norfolk Coast Area of Outstanding Natural Beauty. The group wanted to help students visiting the coast to undertake their studies in ways and locations which do not cause damage and disturbance to the environment and to local people, whilst gaining the maximum educational value from their visit. They also wanted to encourage them to contribute to sustaining local shops and services.

After a discussion it was decided to write and ask the Group to mention that the students should clear up their rubbish.

Also raised at the discussion was the fact that more bait diggers were coming to Stiffkey and digging up the marshes, causing physical damage to creeks and salt pans over the whole of Stiffkey marsh. The Clerk was instructed to write to the National Trust, Norfolk Coastal Project and English Nature to inform them of the situation.

LISTENING TO BRITAIN

Invitation to meeting at Easton on 27 February 1999.

PLANNING

Planning Permission received for siting of six additional caravans at High Creek Caravan Site Greenway Stiffkey.

FINANCE

RCC - subscription due £8.50. Council agreed this should be renewed.
Fakenham and District CAB - request for donation. Council agreed on a donation of £20, as last year.

APPOINTMENT OF NEW CLERK TO COUNCIL

No enquiries had been made for this position. Clerk to place adverts in EDP to run for two weeks on Thursdays and Tuesdays

LETTER re SUPERMARKET IN STALHAM

received from David Prior MP

AOB

GOVERNMENT CHANGE


Mr Groom advised on change regarding planning procedures.

RUPPS

The Chairman had been contacted by Lord Buxton who was to continue his work regarding RUPPS at Stiffkey

MEETING CLOSED at 8.15pm

DATE OF NEXT MEETING - Wed. 10 March 1999 at 7pm. in Stiffkey Village Hall


10/3/99

STIFFKEY PARISH COUNCIL

A meeting was held on Wednesday 10 March 1999 at 7.00 p.m. in Stiffkey Village Hall

PRESENT: A Curtis (Chairman) M Hodges (Vice Chairman) L Jordan B Butler E Gambrill M Harrison

APOLOGIES: M Gerrard

PUBLIC: nil

MINUTES OF PREVIOUS MEETING of ^{10th FEBRUARY} ~~13 January~~ 1999 were taken as read were confirmed as a true record and duly signed by the Chairman

MATTERS ARISING FROM MINUTES

TRAFFIC CALMING

There was a discussion with regard to the two new village signs made by Mr Randle Feilden. Although Mr Feilden had not required any financial reward for making the signs it was agreed that a cheque for £50 be sent to him as a token of the Parish Council's thanks for providing materials and making the two Stiffkey signs. A cheque was signed for this amount.

MILLENNIUM EVENTS

Mrs Gambrill was experiencing problems with the video camera. c/f

TREES NEAR GRAVEL PIT

c/f

APPOINTMENT OF NEW CLERK TO COUNCIL

The retiring Clerk, Mrs M M Feilden, was presented with some lovely gifts from villagers and gave thanks for them.

The Chairman announced that Mr R Bassingthwaighte had expressed his willingness to act as the new Clerk to the Council. Mr L Jordan proposed that his offer be accepted with effect from 31 March 1999. The proposition was seconded by Mrs E Gambrill and all were in favour.

OTHER AGENDA ITEMS

ELECTRICITY

Letter from EE enclosing amended clauses for attachment to agreement which made it clear that Eastern will act reasonably in relation to agreement of inventory formats, and recovery of costs following the identification of an inaccurate inventory.

NORWICH COMMUNITY HEALTH PARTNERSHIP

Letter asking PC to display poster to encourage people to attend their meetings.

RURAL SETTLEMENT LIST

Draft List received from NNDC. It was agreed that the list was correct as far as Stiffkey was concerned.

PLANNING

Planning Application received re: erection of side and rear extensions at 143 Camping Hill Stiffkey, which was examined by Councillors who had no objection.

FINANCE

Cheques, previously agreed, were signed, which were:-

RCC - subscription £8.50.

Fakenham and District CAB - £20 donation.

Also cheque for £103.47 (Audit Commission - audit of accounts) was approved and signed.

Account book was examined

**AOB
SEATS**

It was agreed that the seat in the process of being made by Mr H. Feilden in memory of his father should be sited on the ground across from the Red Lion, towards the back. A concrete base would probably have to be created when the seat arrived.

It was noted that a seat in memory of Mr B Gidney from his family was to be sited on land near the bridge at Bridge Street.

PROPOSED forming of ASSOCIATION OF COASTAL COMMUNITIES

Letter received from Brancaster Parish Council asking Stiffkey Parish Council to consider the proposition that Brancaster Parish Council is concerned that the interests of it's parishioners are being progressively compromised by the increasing pressure from tourism and the conservation lobby. Increased population pressures and usage threatened the coastal habitat and in any debate it is the rights and interests of the local population that appear to come last. Our way of life is being eroded by a flotilla of organisations, agencies and Government departments.

With the creation of the Wash and North Norfolk SAC this situation could accelerate. Despite assurances that present levels of usage are acceptable, there also seems to be no guarantee that an activity deemed acceptable today may remain so tomorrow. It is sufficient that activities should be *considered* damaging, not proved to be so, before a ban is imposed.

Although Brancaster Parish Council and other Parish Councils are represented on various bodies, including the SAC advisory committees, there is no strong concerted voice for the communities along the coast. This results in a divide and rule situation with parishes not knowing what is happening on different parts of the coast in ways that could affect us all.

Brancaster Parish Council would like to know if Stiffkey Parish Council, would be interested in forming an association of coastal communities to share information, promote our shared interests and voice our shared worries in a stronger way than is possible at present. They had already contacted Parish Councils from Wolferton to Burnham Overy and all have shown interest in such an association.

After discussion it was agreed that Stiffkey Parish Council were interested in the proposition and the Clerk would write and inform them.

DATE OF NEXT MEETING - Wed. 14 April 1999 at 7pm. in Stiffkey Village Hall

O 2 CA

14/4/99

P. J. C. 1

STIFFKEY PARISH COUNCIL

A meeting was held on
Wednesday 14th April 1999
at 7pm in Stiffkey Village Hall

PRESENT: A Curtis (Chairman), M Gerrard, B Butler, L Jordon, M Harrison, E
Gambrill.

APOLOGIES: Nil

PUBLIC: 3

Minutes of previous meeting held on the 10 March 1999 were taken as read and a true record and signed by the Chairman.

MATTERS ARISING

Traffic calming:

The cheque for £50.00 had been forwarded to Mr Fielden.
Trees near gravel pit - c/forward.

Millennium events:

The video Camera was now working and filming was progressing.

CAB:

Letter of thanks received.

FINANCE

Notice of Audit has been received.

Amended standing order for Eastern Contracting noted.

OTHER AGENDA ITEMS

- 1) Letter received from Norfolk CC regarding funding for the community
Transport Fakeham area - JCC funding Bid - saying bid had been unsuccessful.
- 2) Two letters received from English Nature and Norfolk Coast project regarding
this Council's concern over the increase of bait digging on the Marshes.

After discussion it was noted that any future concern should be passed to the National Trust and English Nature.

- 3) Letter regarding farming and the rural white papers from David Prior MP - noted.
- 4) An extract from Hansard regarding Supermarkets in North Norfolk and questions raised by David Prior MP - noted.
- 5) Norfolk local Transport plan tables and noted.
- 6) A audit of crime and disorder in North Norfolk document tabled and noted.
- 7) Norfolk Children's Services plan 1999/2000 tabled and noted.
- 8) Discussion took place on Millennium Tree Planting in the village. Various suggestions were made including an area at Camping Hill. It was decided to request North Norfolk D.C Environment officer be asked to make contact with the Clerk to discuss the matter further.

DISTRICT COUNCIL'S REPORT

- 1) Mr Groom reported on the District Council's intentions on Millennium refuse collections.

ANY OTHER BUSINESS

- 1) Mrs Gambrell asked if her son who was undertaking the Duke of Edinburgh Gold Award Scheme could as part of his course could undertake the clearing of Parish footpaths. The council requested the clerk check on the Insurance situation but subject to these being in order agreed.
- 2) Mr Harrison proposed a vote of thanks to the retiring Chairman Mr Alan Curtis which was supported by all present.

Date of next meeting Monday 10th May 1999.

J. C. Lata

STIFFKEY PARISH COUNCIL

Clerk's Address:

Wildfowlers Cottage
High Street
Cley
NR25 7AP
Tel: 01263 740843

1st May 2000

The Annual Parish Council Meeting will be held on **Monday 8th May 2000** at 7.00pm in **STIFFKEY VILLAGE HALL** followed by the monthly Council Meeting. All parishioners are welcome to attend.

A G E N D A - A P C M

- 1 Apologies
- 2 Minutes of previous Annual Parish Council Meeting
- 3 Presentation of the Annual Report of the Council
- 4 Presentation of the Accounts for the year ended 31st March 2000
- 5 A O B


.....
Patricia Crowe
Clerk to the Parish Council

1st May 2000

STIFFKEY PARISH COUNCIL

Minutes of the Annual Parish
meeting held on
Monday 10 May at 7.00pm
in Stiffkey Village Hall

PRESENT: Councillors E Gambrill, M Harrison, L Jordon, and A Rogers.

MEMBERS OF THE PUBLIC: 4

1) Election of Chairman for 1999/2000

Proposed by M Harrison, seconded by A Rogers that L Jordon be elected Chairman of the Parish Council for the 1999/2000 year.

This was carried unanimously and Mr Jordon thanked those present for the honour. Mr Jordon then signed his declaration of acceptance of office.

2) Two letters having been received by the Clerk by Parishioners offering to be co-opted on to the Council

It was resolved that Mr J Pearson Mrs M Gerrard be co-opted on to the Council and they duly signed their declaration of acceptance of office.

3) Election of Vice Chairman.

It was proposed by M Gerrard seconded by J Pearson and passed unanimously that M Harrison be elected Vice Chairman for the year 1999/2000. M Harrison then signed his declaration of acceptance of office.

The remaining elected Councillors A Rogers the signed his declaration of acceptance of office.

4) Payment of Annual Subscriptions

It was noted and agreed to continue the annual subscription to the NCAPTC at a fee of £57.60.

5) Inspect deeds or trust instruments

Discussion took place on the standing of the Village Hall in relationship to the Parish Council. It was generally agreed that it appeared that the Hall was an asset of the parish but further inspection of the Trust deed was necessary and possibly further advise on this matter.

It was decided to defer discussion on this until the next Council meeting in June when further investigation had taken place.

6) Minutes of last meeting

The minutes of the last Parish meeting were read and it was proposed by M Harrison seconded by A Rogers that they be signed as a true record. This was confirmed. L Jordon thanked the previous Chairman A Curtis for all his hard work for the parish whilst in office and also all members of the previous Council.

7) Annual Report

L Jordon commented on the previous year and said that Stiffkey was a nice place to live clean and friendly. He said generally the village pulled together and singled out the verge cutting (by M Harrison) the litter pick (WI) and the Shop and Post Office as indications of how the village functioned.

He also thanked Mr Webb and his committee for all the hard work that went into the Annual Stiffkey fete.

8) Accounts for year to 31 March 1999

The clerk presented the annual accounts. Proposed by A Curtis seconded by M Harrison that these accounts be adopted. This was confirmed.

9) Budget 1999/2000

The budget for the current financial year was presented and noted. The precept for this year was £1700 and comment was made on the election fees and streeting lighting contributions.

10) No resolutions were received

11) Any other Business

It was noted that the Council strimmer would remain with A Curtis and L Jordon thanked him for offering to continue strimming down the Roadside on the way into the Village

There being no other business the Chairman closed the meeting at 7.50pm.



STIFFKEY VILLAGE HALL

RECEIPTS AND PAYMENTS ACCOUNT

31 DECEMBER 1998

G R Floate & Co

9 February 1999

* HIRE FEES - £ 1356 (S. CLUB 8 MTHS)
 359 (BILLIARDS)
 512 (OTHER - BOWLS - KEEP FIT
 P.C. W.I. BINGO
 SURGERY & PRIVATE)

STIFFKEY VILLAGE HALL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 1998

<u>Receipts</u>	£	<u>Payments</u>	£
Hire fees	2242.94 *	Heat and light	786.29
Social Club - cleaner's wages	252.15	Cleaning wages and materials	478.98
Stiffkey Fete - donation	400.00	Insurance	327.35
Share dividends	33.60	Rates and water	402.85
Building society interest	43.28	Repairs and maintenance	1246.76
ACRE prize	50.00	Accountancy fees	141.00
Sale of building society shares	902.00	Postages, stationery and telephone	30.58
		Fixtures, fittings and equipment	655.83
		Licenses and royalties	37.03
		Honorarium	50.00
Opening balances			
Bank current account	1970.95	Closing balances	
Building society account	1489.47	Bank current account	1194.97
	3460.42	Building society account	2032.75
			3227.72
			7384.39

Notes to the Accounts

- Repairs and maintenance - £1215.66 - Kings & Barnhams electrical work. *TESTING - EMERGENCY LIGHTS - HEATER CONTROL*
- Fixtures and fittings - £428.25 oven & ~~washer~~; £49.50 ladder; £144.71 toilet; £24.38 fan heater. *V. CLEANER*
- Honorarium - V Curtis.

I have prepared the above Receipts and Payments Account from the book, records, information and explanations given to me and report it to be correct and in accordance therewith.


 G R FLOATE & CO

STIFFKEY PARISH COUNCIL

Notice is hereby given that the Annual Parish meeting will be held on
Monday 10th May 1999 at 7pm
in Stiffkey Village Hall

AGENDA

- 1) Election of Chairman for the year 1999/2000 and receive declaration of acceptance of office.
- 2) Co-op members to the Council as required and receive declaration of acceptance of office.
- 3) Election of Vice-Chairman to the Council as required and receive declaration of acceptance of office.
- 4) Payment of annual subscriptions.
- 5) Inspect any deeds or trust instruments of the Council.
- 6) Minutes of last Parish meeting held on the 13th May 1998.
- 7) Presentation of the annual report of the Council.
- 8) Presentation of the Accounts for the year ended 31st March 1999.
- 9) The Council's budget for 1999/2000.
- 10) To consider resolutions of which written notice has been given.
- 11) Any other business.

Dated 19th April 1999
RVB
Clerk to the Council

ELECTION OF PARISH COUNCILLORS

PARISH OF STIFFKEY

Date of Election 06 May 99

STATEMENT AS TO PERSONS NOMINATED

The following is a statement as to the persons nominated for election as PARISH COUNCILLORS for the above PARISH

Surname 1	Other Names In Full 2	Description If Any 3	Home Address In Full 4	Decision of returning officer that nomination paper is invalid, or other reason why a person nominated no longer stands nominated. 5
GAMBRILL	EVELYN WINIFRED	POST MISTRESS	MEADOW COTTAGE CHURCH ST STIFFKEY NORFOLK NR23 1QJ	
HARRISON	MARK ANTHONY	FARMER	VALE FARM STIFFKEY WELLS-NEXT-THE-SEA NR23 1QP NORFOLK	
JORDAN	LAURENCE CLIFFORD		69 WELLS ROAD STIFFKEY WELLS-NEXT-THE-SEA NORFOLK NR23 1QE	
ROGERS	ARTHUR ROY		31 WELLS RD STIFFKEY WELLS-NEXT-THE-SEA NORFOLK NR23 1QH	

The persons opposite whose name no entry is made in column 5 have been and stand validly nominated.

DATED this 9th day of April 1999

[Signature]
Returning Officer

STIFFKEY PARISH COUNCIL

DECLARATION OF ACCEPTANCE OF OFFICE

Town/Parish Council of

I, John L Pearson having been elected
to the office of * Parish Councillor

declare that I take that office upon myself, and will duly and faithfully fulfil
the duties of it according to the best of my judgement and ability.

I undertake to be guided by the National Code of Local Government Conduct
in the performance of my functions in that office.

Dated this 10TH day of May 19 99

(signed) J L Pearson

This declaration was made and signed before me,

(signed) [Signature]

** Member/Proper Officer of the

Town/Parish Council of Stiffkey

* Insert description of office.

** Delete as appropriate.

Clerk Stiffkey Parish Council

I am prepared to stand as Councillor
for the Parish of Stiffkey

J S Pearson

10-5-99

Witnessed: Deys

STIFFKEY PARISH COUNCIL

DECLARATION OF ACCEPTANCE OF OFFICE

Town/Parish Council of Stiffkey
I, Mary Eward having been elected
to the office of * Councillor

declare that I take that office upon myself, and will duly and faithfully fulfil
the duties of it according to the best of my judgement and ability.

I undertake to be guided by the National Code of Local Government Conduct
in the performance of my functions in that office.

Dated this 10th day of May 1999.

(signed) Mary Eward

This declaration was made and signed before me,

(signed) [Signature]

** Member/Proper Officer of the

Town/Parish Council of Stiffkey

* Insert description of office.

** Delete as appropriate.

10.5.99.

To the Clerk of Stiffkey Parish Council,

I would like to be a councillor
on Stiffkey Parish Council for the
year of 1999 - 2000,

Mary Genward

STIFFKEY PARISH COUNCIL

DECLARATION OF ACCEPTANCE OF OFFICE

Town/Parish Council of Stiffkey.....

I, MARK A. MARCUSEN.....having been elected

to the office of * PARISH COUNCILLOR.....

declare that I take that office upon myself, and will duly and faithfully fulfil
the duties of it according to the best of my judgement and ability.

I undertake to be guided by the National Code of Local Government Conduct
in the performance of my functions in that office.

Dated this 10th day of May 1999

(signed) Mark Marcuse.....

This declaration was made and signed before me,

(signed) [Signature].....

** Member/Proper Officer of the

Town/Parish Council of Stiffkey.....

* Insert description of office.

** Delete as appropriate.

STIFFKEY PARISH COUNCIL

DECLARATION OF ACCEPTANCE OF OFFICE

Town/Parish Council of Stiffkey.....
I, Laurence C. Jordan.....having been elected
to the office of * Councillor.....

declare that I take that office upon myself, and will duly and faithfully fulfil
the duties of it according to the best of my judgement and ability.

I undertake to be guided by the National Code of Local Government Conduct
in the performance of my functions in that office.

Dated this 10 day of MAY 1999

(signed) L. C. Jordan

This declaration was made and signed before me,

(signed) [Signature]

** Member/Proper Officer of the

Town/Parish Council of Stiffkey.....

* Insert description of office.

** Delete as appropriate.

STIFFKEY PARISH COUNCIL

DECLARATION OF ACCEPTANCE OF OFFICE

Town/Parish Council of Stiffkey.....

I, ARTHUR ROY ROGERS.....having been elected

to the office of * Parish Councillor.....

declare that I take that office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability.

I undertake to be guided by the National Code of Local Government Conduct in the performance of my functions in that office.

Dated this 10th day of May 1999.

(signed) [Signature].....

This declaration was made and signed before me,

(signed) [Signature].....

** Member/Proper Officer of the

Town/Parish Council of Stiffkey.....

* Insert description of office.

** Delete as appropriate.

STIFFKEY PARISH COUNCIL

Notice is hereby given that the meeting will be held on
Monday 10th May 1999 at 7.30 pm
in Stiffkey Village Hall

AGENDA

- 1) Minutes of meeting held on the 14th April 1999.
- 2) Matters arising.
- 3) To receive correspondence.
- 4) Financial report
- 5) Village Hall report
- 6) Traffic calming - report on progress.
- 7) Association of coastal committes
- 8) Any other business.

Dated 19th April 1999
RVB
Clerk to the Council

STIFFKEY PARISH COUNCIL

19

Minutes of the Parish Council meeting held on
10 May at 7.50pm in the Village Hall

PRESENT: Councillors L Jordon (Chairman) M Harrison, A Rogers, J Pearson
E Gambrill and M Gerrard

MEMBERS OF THE PUBLIC: NIL

- 1) Minutes of the last meeting held on 14 April. Proposed by E Gambrill, seconded by M Harrison that these minutes be signed as a true record. This was confirmed.
- 2) MATTERS ARISING.
 - (1) No contact had been made by North Norfolk District Council regarding the landscaping at Camp Hill.
 - (2) The request on the help by a Duke of Edinburgh Gold award candidate working in the Parish aid resolving the insurance aspects was still to resolve.
- 3) CORRESPONDENCE.

The Clerk presented the following

 - (A) North Norfolk District Council minutes - noted. Some very interesting matters contained within the pages.
 - (B) Letters from Norfolk County Council regarding the Fakenham Townscape scheme - noted.
 - (C) North Norfolk - Review and assessment of local air quality plan - noted.
 - (D) Norfolk Police Authority - annual policing plan - noted.
 - (E) A letter had been received from Norfolk CC regarding the re-classification of local roads under the Wildlife and Countryside act 1981.

The roads in question are: Damson Way, Bangay Green Way, Stiffkey Greens, Greenway.

This was a preliminary notification only and the statutory notification and a period for objection and representations would follow considerable discussion took place and it was decided to discuss this again at the next meeting

4) FINANCIAL REPORT

The following bills were noted and agreed to be paid.

- (1) Monthly standing order to Eastern electricity for the Street lighting (Energy and Capital).
- (2) Annual Insurance cover.
- (3) Subscription to NCATS
- (4) The first instalment of the precept had been received (£850).

After discussion on the overall financial situation the clerk was asked to obtain a quotation for a street light at the junction of Camping hill and the main road.

The new bank mandate was completed and it was agreed any two signatories could sign cheques.

5) VILLAGE HALL

E Gambrill updated on the village hall finances. It was agreed until the next meeting that E Gambrill would continue to deal with the financial situation. It was noted some income had been received and payment made. A full record was being kept.

A set of Accounts for this year ended the 31 December 1998 was noted.

Discussion took place on the overall situation and the Councillors responsibilities in relationship to the village hall.

Investigations would continue and a further item was to be put on the next Agenda. It was noted that the emergency lighting must be tested once a month for 1/2 hour and once a year for 3 hours.

6) TRAFFIC CALMING

A letter had been received from Norfolk County Council regarding a change of specification on the road colours and it was noted that the work was scheduled for June 1999.

7) PLANNING

A planning application No:990503 had been received from Norfolk District Council regarding construction of an external staircase to the Red Lion public house.

This application was supported by the Parish Council.

8) ASSOCIATION OF COASTAL COMMITTEES

Noted for future reference.

9) ANY OTHER BUSINESS

The Millennium filming was now processing E Gambrill reported.

Research had also been undertaken on the cricket picture which hangs in the Village Hall.

The next meeting of the Council will beheld on Monday 14 June at 7.0pm.

H.C. Jackson

STIFFKEY PARISH COUNCIL

19

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY,
14th JUNE, 1999, at 7 pm, IN STIFFKEY VILLAGE HALL

In attendance: L Jordon (Chairman)
M Gerrard
~~R Bassingthwaite~~ R. ROGERS
J Pearson
M Harrison

Prior to the commencement of business, Mr Jordon welcomed the new District Councillor, Mr Crowe, to his first meeting.

1. MINUTES OF THE LAST MEETING

Proposed by Mr Harrison, seconded by J Pearson that minutes of the last meeting be adopted as a true record. This was passed and minutes signed by the Chairman.

2. MATTERS ARISING FROM THESE MINUTES

1. The Council had advertised a vacancy for one Councillor and had received a letter from Mr S T Sutton willing to offer himself as a co-opted member.

The matter was put to the meeting and it was passed and Mr Sutton was invited to join the Council as a co-opted member.

He then duly completed his Declaration of Acceptance of Office.

2. Rights of Way

The Official Notice had now been issued regarding the re-classification of certain roads and footpaths with objections needed to be submitted to the County Council by 19th July.

After considerable discussion it was agreed to ask the Clerk to write on behalf of the Parish Council, to Norfolk County Council, objecting to the order on the following grounds:

2 (Stiffkey PC 14.6.99)

19

That the right of the People of Stiffkey be maintained to use Stiffkey Greens from the end of Greenway to Bungay Greenway, with some form of restriction being sited at FP13.

It was agreed in support of the above that Mr Pearson and Mr Sutton produce signed and sworn affidavits stating that in their long years of living in the village, this right of way had always been used by vehicles and the Parish Council meet their fees.

It was noted that no action of objection would be made with regard to Damson Lane, despite some strong feeling on this matter. It should be noted that the Gravel Pit at the end of Damson Lane is registered as common land.

3. RECEIVED CORRESPONDENCE

1. Letter from Mr Crowe, new District Councillor, introducing himself.
2. Notice from Norfolk County Council regarding re-classification of CRF2, CRF3, CRF6 and CRF9. Objections to be made before 19th July.
3. Letter inviting us to Planning and Transportation Services Forum on 6th July.

4. FINANCIAL REPORT

1. Barclays Bank have still to respond to the mandate change.
2. No bills produced for payment except for monthly SO to Eastern Electricity
2. It was agreed to purchase a three drawer filing cabinet for the Clerk to hold Council papers and to be sited in the Village Hall

5. VILLAGE HALL

The original Trust Deed was inspected and it was clear that the Parish Council was responsible for the Hall through a committee it was responsible for setting up. All Councillors are automatically members of the Committee.

It was agreed to invite various organisations to a meeting following the next Parish Council meeting to re-establish the Village Hall committee.

3 (Stiffkey PC 14.6.99)

In the meantime, it was proposed by M Harrison and seconded by M Gerrard that E Gambrill be empowered to carry on with the financial aspects of the Hall until the next meeting.

6. ANY OTHER BUSINESS

Mr Crowe, the new Councillor for North Norfolk DC, reported on recent changes within NNDC and of the various committees Mr Crowe is sitting on.

7. DATE OF NEXT MEETING

The next meeting will be held on Monday, 12th July, 1999, at 7pm.

There being no further business, the Chairman declared the meeting closed at 8.55pm.



STIFFKEY PARISH COUNCIL

NOTICE IS HEREBY GIVEN THAT THE MEETING WILL BE
HELD ON MONDAY 14TH JUNE, 1999 AT 7PM IN
STIFFKEY VILLAGE HALL

AGENDA

- 1) MINUTES OF MEETING HELD ON THE 10TH MAY, 1999
- 2) MATTERS ARISING
- 3) TO RECEIVE CORRESPONDENCE
- 4) FINANCIAL REPORT
- 5) VILLAGE HALL
- 6) ANY OTHER BUSINESS

DATED 8TH JUNE, 1999

R.V. BASSINGTHWAIGHTS

CLERK TO THE COUNCIL

7/1
Ph

STIFFKEY PARISH COUNCIL

Minutes of the Meeting held on
12 July at 7.00pm in the Village Hall

PRESENT: Councillors L Jordon (Chairman) M Harrison, A Rogers, J Pearson
S Sutton, E Gambrill and M Gerrard

MEMBERS OF THE PUBLIC: 2

- 1) The District Councillor, Mr Crowe addressed the meeting with the Chairman's permission as he had to leave early.
Mr Crowe outlined the various new committee's on which he now sat.
(Attached to these minutes is a brief outline of the points made).
Various questions were raised with Mr Crowe on which he agreed to report.
- 2) MINUTES OF LAST MEETING
Proposed by J Pearon, seconded by M Gerrard that these minutes be adopted a true record. This resolution was passed and the chairman duly signed the minutes.
- 3) MATTERS ARISING.

Rupps - Re classification

Clerk to write to Norfolk County Council objecting to the re-classification of Stiffkey Greens between Greenway and Bungay Greenway.
- 4) CORRESPONDENCE.
The Clerk reported the following
 - (1) Letter from Brancaster Parish Council regarding the first meeting of the Coastal communities Association on the 13 September. The Chairman and Clerk would attend.
 - (2) Letters from Norfolk County Council regarding the re-classification of the of the RUPPS. They plan to erect no barriers at end of Greenway or Bungay Greenway.
 - (3) Letter from North Norfolk DC - regarding shortfall in membership of Parish Council clerk would reply.

- (4) Letters re Local Photo competition - noted.
- (5) Notes from David Prior MP regarding Rural Policing - Noted.
- (6) Letter from North Norfolk PPG regarding Health Care in our area - noted.

5) FINANCIAL REPORT

- (1) Clerk reported following balances
Current Account £1061.48
Business Premium £511.75

(£500.00 has now been transferred from the current to the Deposit)
- (2) Estimates received from Eastern Electricity regarding new lamp light column.
£232 for Column
£2932 for Electricity supply to column. It was decided not to proceed due to the high cost.
- (3) Clerk reported having purchased a Filing Cabinet for £50.00 as authorised at the last meeting.
- (4) It was agreed to finance a repair to the Parish Strimmer at a cost of up to £80.00.
- (5) The Clerk reported on the Annual Audit by the District Auditor.

He read the memorandum which contained very minor points.
The Parish Council had received a n unqualified Audit Certificate.
- (6) It was decided to take legal advise on the situation regarding the Village Hall ownership and operation.

6) ANY OTHER BUSINESS

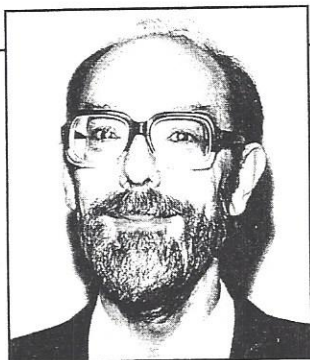
- (1) The Clerk was asked to arrange a meeting with Norfolk CC regarding the Traffic Calming.
- (2) Help was still wanted with a Video Camera for the Millennium filming.
- (3) Date of next meeting Monday 6 September 1999.

There being no other business the Chairman declared this meeting closed at 8.05pm.

[Handwritten signatures]

LEGAL MATTERS

by
PAUL CLAYDEN
 Chief Executive
 Local Councils
 Advisory Service



Village halls: the legal framework

CLAYDEN
 ON LAW

THE village or community hall is an essential part of local life, providing a place for local organisations to meet and a centre for the community. It is therefore important that the proper legal framework is established to ensure that ownership of the hall is clear and that it is correctly managed.

The legal framework

In parishes and communities there are essentially two types of hall ownership and management: by the local council and by charity trustees. Where the local council is the owner, it has usually acquired the hall by gift or purchase and should therefore hold the title deeds - a point to check, since it is not unknown for deeds to go missing.

Management is usually the responsibility of the council and arrangements need to be put in place to ensure that this is done properly. It is common practice for the council to establish a hall committee, with representatives of local organisations on it as well as council members.

As a council committee, proper agendas and minutes must be kept and councillors must declare relevant pecuniary and non-pecuniary interests (subject to the National Code of Local Government Conduct). It should not be forgotten that committee meetings must normally be open to the public.

Where the hall is subject to a charitable trust, ownership of the land is often vested in the local council

as custodian trustee. This means that the council simply holds the title to the property, with management being the responsibility of managing trustees. More rarely, the council is both custodian and managing trustee. It is usual for the powers of the managing trustees to be set out in a conveyance, lease, trust deed or similar document. Model conveyance and lease documents, incorporating trusts, are produced by ACRE (Action with Communities in Rural England - address below). As a general rule, charities have to be registered with the Charity Commission (address below), the regulatory body for charities. Before applying formally for registration of a village hall trust, it is advisable to submit the draft documentation to the Commission for approval. This is likely to be forthcoming more readily if the model documents are used. The Commission also publishes a useful leaflet on starting a charity.

Responsibilities of trustees

The managing trustees are responsible for ensuring that the hall and its contents are properly managed in accordance with the terms of the trust or conditions under which it is held. Where the managing trustee is the local council, that responsibility falls on the council itself, not on individual councillors.

The general rules and laws relating to the conduct of council business apply and, if the hall is subject to charitable trusts (which is

usually the case) the special laws relating to charities will also apply. Thus, for example, the council must keep proper financial records, in accordance with the Accounts and Audit regulations 1996. If the hall is subject to a charitable trust, separate accounts have to be prepared in prescribed form and submitted, together with an annual return, the Charity Commission.

Where the trustees are individuals (whether councillors or not), they are personally responsible for the management of the hall. So long as they act lawfully, prudently and in accordance with the terms of the hall trust they will not incur any personal liability to meet the obligations of the charity. However, they may incur liabilities if they fail to carry out their responsibilities properly (e.g. by acting in breach of the terms of the trust). Proper accounts must be produced and submitted to the Charity Commission annually. The Commission produces a useful booklet on the responsibilities of charity trustees.

Whilst not a statutory requirement, it is obviously sensible that council representatives who are management trustees should report regularly to the council on the management of the hall.

Helping village halls

Where a local council does not itself provide or manage a village hall it has wide powers to help any other person or body doing so. These powers are mostly con-

tained in section 19 of the Local Government (Miscellaneous Provisions) Act 1976; they include the giving of grant aid and the provision of loans. The council may also be able to save a village hall committee VAT by purchasing and donating goods to it; local councils can generally recover the VAT on purchases. (However, VAT is a complicated subject and advice should be taken before purchases are made). Where the local council provides assistance to a village hall it should require that the trustees provide a copy of the annual accounts, so that the council can see that its grant aid is being properly spent.

Useful addresses

● ACRE, Somerford Court, Somerford Road, Cirencester Glos GL7 1TW. (telephone 01285 653477 fax 01285 654537 - email villagehalls@acre.org.uk).

● Federation of Rural Community Councils (covering Cumbria, Durham, Lincolnshire, Northumberland, Shropshire, Staffordshire and Yorkshire), William House, Shipton Road, Skelton, York YO30 1XF (telephone 01904 645271 fax 01904 610985 email YRCC@dial.pipex.com).

● The Charity Commission, Harmsworth House, Bouverie Street, London EC4Y 8DP (telephone 0870 333 0123 fax 0171 674 2300). The Commission produces a list of explanatory leaflets, which are mostly free of charge.

BRIEFLY

□ A PETITION of almost 3,000 signatures was presented to the

town. The advice centre is to be replaced by a "generic adviser" provided by the Citizens Advice Bureau based at a customer access point.

□ TAXI drivers in Bicester,

have received enough fares. Mayor John Hanna told a town council meeting that he had to wait in a queue of 25 people just a few minutes after the pubs had closed one weekend.

against a proposal for part of the parish to be absorbed into Wallingford Town Council.

□ NEW picnic tables have been provided by the town council at Driffild, Yorkshire, for the Driffild conservation area.

DISTRICT COUNCILLOR'S NOTEBOOK

Are you happy about the way the North Norfolk District Council delivers your services? Consultation about existing and proposed services will start shortly. This gives us all the chance to participate and to consider the justification of how and why a particular service is provided. Over the next few months, councillors will be conducting service reviews to examine whether a current service provides best value or whether there is a better way to do it. We will probe, on your behalf, whether we are getting the best value for our money. Equally, we need to make constructive proposals to ensure we get the best delivery of the services we want. This is why the new Scrutiny Committee, of which I am a member, has been formed.

The first reviews will cover Development Control, Economic Control, Information Technology, and Internal Audit.

The results of these and other service reviews will form the Local Performance Plan. The first draft of the Local Performance Plan will be ready for consultation in October 1999.

It is important to note that electors can draw the attention of the Scrutiny Committee to particular items they wish to see examined in addition to the items selected by the Committee.

Electors can contribute by considering:

Are the current services what are actually required ?

Are services provided in the best way ?

Your views are important. You can communicate through the Parish Councils, which I attend, or directly by telephoning me on 01263 740137.

Bernard Crowe

PLANNING & TRANSPORTATION SERVICES FORUM

6 JULY 1999

Route Hierarchy

Aim

To concentrate increasingly scarce maintenance funding on those routes which provide the greatest benefit to the communities served and to encourage the diversion of avoidable traffic movements away from unsuitable roads or environmentally sensitive areas. Routes need to be defined, signed, and maintained.

No prohibition on local residents using routes they have traditionally used for journeys to work, or for local trips.

No prohibition on local agricultural routes.

Signing

Principal routes: Generally Trunk & 'A' roads

Main Distributor Routes: Generally 'B' roads

Access Routes: Generally other, less important routes. Some 'B' roads to be downgraded.

Protest over loss of older, more traditional signs and use of 'by-road' signs. Policy was, therefore, put on hold. Now policy is retention of traditional fingerposts and use of street name plates where possible.

Weak Bridges

Need to strengthen to meet increasing numbers and size of HGV's. 800 bridges in Norfolk; 200 approx need strengthening. 80 completed at cost of £20M. Similar cost to do remainder. Will take 15 years in order of priority to be established after consultation. 'Route Hierarchy' bridges will have priority generally.

Gritting

Priority 1:

'A' roads and access to important military and industrial establishments; hospitals; ambulance and fire stations.

Priority 2

'B' roads and main 'C' roads (Local access routes and HGV access routes) and roads leading to bus garages, important bus routes, important commuter routes, highways serving shopping centres, single access to villages, hamlets, rural communities, and schools; known trouble spots

Priority 3 & 4

Remaining routes

STIFFKEY PARISH COUNCIL

**NOTICE IS HEREBY GIVEN THAT THE MEETING WILL BE HELD ON
MONDAY, 12th JULY, 1999, at 7pm, IN STIFFKEY VILLAGE HALL**

A G E N D A

1. MINUTES OF THE MEETING HELD ON 14th JUNE 1999
2. MATTERS ARISING
3. TO RECEIVE CORRESPONDENCE
4. FINANCIAL REPORT
5. VILLAGE HALL
6. ANY OTHER BUSINESS

Dated 3rd July, 1999
R V Bassingthwaite
Clerk to the Council

STIFFKEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 6th SEPTEMBER, 1999, at 7.00 pm, IN THE VILLAGE HALL

In attendance: L Jordon (Chairman)
 M Harrison
 A Rogers
 J Pearson
 S Sutton
 E Gambrill
 M Gerrard

 B Crowe (District Councillor – part meeting)

Members of the Public : 2

1. MINUTES OF THE LAST MEETING

Proposed by A Rogers, seconded S Sutton that the minutes be adopted as a true and fair record. This resolution was passed and the Chairman signed the minutes.

2. MATTERS ARISING NOT COVERED BY THE AGENDA

1. RUPP's - letter received from Norfolk CC regarding Parish Council's letter of objection regarding the re-classification of RUPP's. After discussion, it was agreed the Clerk would try and arrange meeting with Mrs Larter of Norfolk CC to discuss the various issues raised.

3. CORRESPONDENCE

The following were noted:

1. Letter from North Norfolk DC regarding Register of Electors 2000. Poster has been displayed.
2. Letter of appeal from North Walsham Citizen Advice Bureau, decided not to support as we always supported the Fakenham branch.



2 (Stiffkey Parish Council - 6.9.99)

3. Letter from District Councillor Crowe enclosing notes on Planning and Transportation Forum and Policy notes on Travellers.
4. Norfolk Millennium Website – noted.
5. Norfolk Coast Project – cycleway loop routes – noted.
6. Norfolk Briefing, number 36 – noted.
7. Norfolk and Norwich Millenium Committee – noted.
8. EDP We Care Appeal – noted.
9. Letter from David Prior MP regarding meeting with Norfolk CC Director of Planning and Transportation – noted.
10. Norfolk CC Norfolk Minerals Local Plan Review Proposed Alterations – noted.
11. Letter from Norfolk CC regarding A149 speed limits review – noted.
12. North Norfolk DC Planning Mobile Advice Unit – noted.
13. North Norfolk DC Drinking Water Quality Summary Report – noted.
14. Norwich Cathedral Trust invitation to visit and inspect proposed refurbishments and re-developments – noted.
15. Letter from Norfolk Constabulary regarding Millenium events.
16. Copy of North Norfolk DC budget for 1999/2000 – noted.
17. North Norfolk Environmental Forum – noted.
18. Letter from National Trust regarding appointing a representative to the Blakeney Area Advisory Group, M Harrison offered to serve on this, the Clerk will notify them.
19. Letter of invitation from Chairman of North Norfolk DC to a Reception on 16th November, the Chairman and Clerk to attend.

9/2



3 (Stiffkey Parish Council – 6.9.99)

4. FINANCIAL REPORT

1. Letter from North Norfolk DC regarding Parish Precepts for 2000/2001. Clerk to draw up budget for discussion at the next meeting.
2. Bills received and agreed to be paid:
 - a. Audit Commission £130.87
 - b. North Norfolk DC £ 35.59
 - c. Powleys Office Furniture £ 58.75
 - d. Eastern Contracting £ 13.14
 - e. Eastern Contracting £ 13.14
 - f. Alan Curtis £ 3.00
(cord for strimmer)

5. VILLAGE HALL

It was noted that a new committee had now been formed under the Chairmanship of A Rogers. A report would be made at the next meeting.

6. ANY OTHER BUSINESS

1. J Pearson reported on The Flood Warden's Annual Meeting, M Harrison and J Pearson would attend.
2. It was reported that the street light outside the Village Hall was not working.
3. The Wells Road sign had been up-rooted, it was left outside the Village Hall.
4. District Councillor Crowe gave his report, a summary is attached. The Clerk asked Mr Crowe to ensure that North Norfolk DC were properly informed re change of address of the Clerk.

There being no further business the Chairman declared the meeting closed at 8.20 pm.

The next meeting will take place on Monday, 4th October, 1999.

9/10 K.C. Johnson

STIFFKEY PARISH COUNCIL

Notice is hereby given that the next Parish Council meeting will be held on
Monday the 6th September at 7pm in The Village Hall Stiffkey.

Agenda

1. Minutes of last Meeting
2. Matters arising not covered by the Minutes
3. To receive Correspondence
4. Village Hall.
5. Any other Business.

Members of the Public are welcome to attend.

By Order of the Parish Council

R. V. Bassingthwaighe - Clerk.

STIFFKEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 4TH OCTOBER, 1999, at 7 pm, IN STIFFKEY VILLAGE HALL

In attendance: L Jordon (Chairman)
 M Harrison
 A Rogers
 J Pearson
 S Sutton
 E Gambrill
 M Gerrard

Members of the Public : Nil

1. APOLOGIES FOR ABSENCE

Had been received from District Councillor B Crowe

2. MINUTES OF THE LAST MEETING

Proposed by E Gambrill, seconded by J Pearson that the minutes be adopted as as true record. This motion was passed.

3. MATTERS ARISING NOT COVERED BY THE AGENDA

1. RUPP's - Clerk reported on his visit to the Legal Section of Norfolk CC a very useful meeting. The Parish Council will have to produce written signed statements of use of the RUPP's prior to 1930, should the matter go to Public Enquiry, as seems likely.

After discussion, the Council decided to pursue their objection.

2. National Trust Advisory Committee - NT had advised that we wish to nominate M Harrison for this Committee.

4. CORRESPONDENCE

1. Noted change of Justices' Licencing Form for the Red Lion.



2 (Stiffkey PC 4.10.99)

2. Planning Application from Trotters, 3 Wanborough Place, Stiffkey

The application on the above was inspected and no objection was raised, apart from making it plain to North Norfolk DC that in approving the application, the Parish Council felt a rider should be added that the building could not be used for more than one occupancy and should not be sub-divided at any future time.

3. Age Concern, Sherringham – invitation to a meeting, noted.
4. Norfolk Coast Project – meeting on the Changing Coast – noted.
5. East Norfolk Rural Transport Partnership – local forum meetings – noted.
6. Letter from Norfolk CC on starting work on footpaths in village – it was noted that Norfolk CC had not constructed these paths to the previously agreed specification.
7. EDP We Care Appeal – noted.
8. Letter from Overstrand Parish Council regarding Planning for Selected Small Villages in the local plan – noted.

5. FINANCIAL REPORT

1. Parish Precept 2000/2001

The Clerk had drawn up his operation budget for the year. This came to £1,900. After discussion of community projects that the Parish would like to undertake in the year 2000, it was decided to apply for a Precept of £2,400, giving £500 towards the Playing Field project.

This was proposed by M Harrison, seconded by E Gambrill and passed.

2. The Clerk presented an expense claim for £3.56 covering Postage and printing, this was agreed together with paying the First installment of the Clerk's salary of £150.

3 (Stiffkey PC 4.10.99)

3. The Bank balances stood at:

£1,014.11 in Business Reserve
£1,030.02 in current account

£500 would be transferred from current account to deposit.

4. Precept – second installment of £850 had been received.

5. Bills received from Eastern Electricity (£28.19), Eastern Contracting (£13.14).

6. VILLAGE HALL REPORT

A Rogers gave a brief report on the re-structured Committee.

A Silent Auction had been arranged for 12th November.

7. ANY OTHER BUSINESS

1. Councillor Crowe had submitted a report in his absence (copies Attached to these minutes). The Clerk read the report in precise and various comments were made.

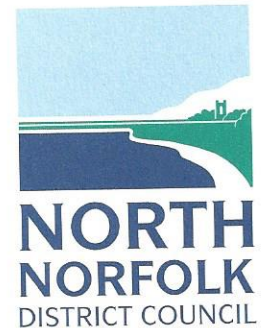
8. DATE OF NEXT MEETING

The next meeting will be held on Monday, 1st November, at 7 pm.

There being no further business the Chairman closed the meeting at 8.50 pm.

H.C. Jones

Councillor Bernard G Crowe OBE
Wells Cottage 3 The Pastures
Blakeney HOLT
Norfolk NR25 7LY
Tel: (01263) 740137



Council Offices Holt Road
Cromer Norfolk NR27 9PZ
Tel: 01263 513811
Fax: 01263 515042

To: Mr RV Bassingthwaite Clerk to Stiffkey PC

From: Bernard Crowe

1. Please accept my apologies for the PC Meeting of 4 October 1999.

2. Report

2.1 Community Plan. Consultation on the Community Plan for the North Norfolk District will commence after the NNDC has approved the aims of Plan following the Full Council Meeting on 20 October 1999. Details are given in The Glaven Newsletter. Copy attached. This may appear in the Lynx.

2.2 Budget. Preparation of the NNDC Budget for 2000/01 has commenced. Details are given in the Glaven Valley Newsletter. Copy attached.

2.3 Anglian Water Sewage Scheme (Will be of interest to Geraldine Green)

Anglian Water (AW) deposited plans with the NNDC on 28 September 1999. The plans are currently 'on hold' at NNDC whilst AW consider amending them in the light of concerns expressed regarding the siting of the proposed pumping station. Circulation of plans is, therefore, delayed temporarily. There is a requirement for a 21 day consultation period with all interested parties and everyone will be given the opportunity to examine the plans and to comment. The probable timescale for consideration of the plans by the NNDC Development Control Committee (West) is Committee 11 November 1999, site meeting if required 2 December, and move to Committee for decision 9 December 1999.

My position on the issue is that the scheme is vital for Blakeney Village and for the health and safety of all who use, visit and work in Blakeney Harbour. It is long overdue and I commend the actions of AW to remedy the current deficient system. Equally, I support the proposal to move the proposed site of the pumping station to the East where it will not be overlooked by local residents. I hope that the National Trust will be able to agree a suitable site further East, and that landscaping will prevent visual intrusion to National Trust members and to the public who enjoy Friar Hills.

2.4 Speeding. Letter attached.

2.5 Village Appraisals and Village Design Statements (VDS). Information enclosed in case your committee wishes to take further action. The VDS becomes a supplementary design information document to the Local Plan.

3. I would appreciate a copy of the September minutes please. If your committee agrees, I would be happy to have a 5 minute slot at Parish Council meeting to make the District Councillor's report and to take any questions.

Kind regards

A handwritten signature in blue ink that reads "Bernard Crowe". The signature is written in a cursive style with a long horizontal flourish at the end.

BG Crowe

North Norfolk District Community Plan

Councillors met in September to agree the aims of the Community Plan which will indicate the direction the Council will take to the next election. It is hoped that these will be agreed by the Full Council in October. This activity will involve public consultation to ensure that we remain in touch with the public's wishes.

The essential elements of the Community Plan are:

Involving Local People

Improving the Quality of Life

Protecting the Environment

Developing the Economy

Further details are given elsewhere in the magazine.

Budget 2000/01

Preparation of the Budget for 2000/01 has commenced. As part of demonstrating Best Value it is necessary for the Council to have in place a planning system which is policy driven rather than budget driven. We aim to ensure that prioritisation of the budget is policy led and that allocation of resources reflects corporate objectives. A three year period will be examined to provide a strategic approach. We expect to be told the amount that Central Government will allocate for the next financial year in December 1999. There may well be difficult choices where a gap is indicated between resources required and resources available. This is where the prioritisation of bids and savings is important. More on this subject next month.



INVOLVING LOCAL PEOPLE

We aim to inform, consult with, and listen to local people, so they can share and participate in making decisions about many of the issues, services and facilities that affect their lives. By increasing public awareness and understanding of our work, we aim to engage and involve more people in local democratic and community affairs.

PROTECTING THE ENVIRONMENT

We aim to take care of North Norfolk's precious environment, so that present and future generations may continue to enjoy it. We shall protect and sustain our district by considering and controlling the environmental impact of all our activities and work, and by firm but fair use of our influence and regulatory powers.

OUR AIMS

DEVELOPING THE ECONOMY

By using the Council's own resources, and by working with public and private organisations, we aim to help new and existing businesses in the district to thrive, and so boost job opportunities for all. One of our priorities is the economic regeneration of our towns and villages.

IMPROVING THE QUALITY OF LIFE

We aim to improve the quality of life for those who live or work in North Norfolk, not only by providing a healthier and safer environment, but also by developing better services, facilities and opportunities that are available to everyone, regardless of age, income or background.

In all its work to achieve its aims, the Council will have in mind that it is the custodian of its resources for current and future generations.

Sustainability will be a watchword in all its activities and it will encourage others to work with it towards this goal.

Success in moving towards these aims will depend on how NNDC uses the resources available to it. Its strategy will therefore include:

Maintaining a skilled Work Force

- through ongoing effective training
- by acting as a best practice employer

Working towards Best Value

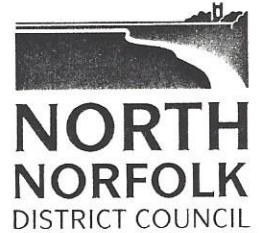
- in line with the Government's Modernising Agenda

Working in Partnership and Collaboration

- recognising that pooling of resources and skills can achieve more
- engaging in working with the public, business and voluntary sectors



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Council Offices Holt Road
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22 September 1999

Mr A Jackson
Norfolk County Council
Planning and Transportation

Dear Mr Jackson

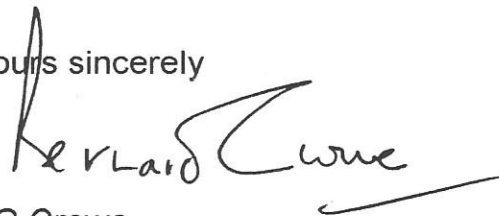
Speed Limits

My letter of 20 July 1999 refers.

Parishes have placed the subject on their agendas for October 1999.

I would be grateful for an update for the villages of Blakeney, Morston, Wiveton, Langham and Stiffkey when the monitoring is complete. Would you also advise upon the opinion survey conducted by the TRL. Thank you.

Yours sincerely



BG Crowe

VILLAGE APPRAISALS AND COMMUNITY ACTION PLANS

A new century and a new millennium: A time to celebrate the past and plan for the future.

Many Norfolk people are concerned about the future of their community and a **village appraisal** leading to **community action plan** is a way of doing something about it

VILLAGE APPRAISAL

Information about the community is collected in an organised way through a survey, to assess how life is today, how it has changed and to look forward to future prospects. By gathering facts and opinions about your village you can draw attention to local needs and highlights deficiencies and strengths,

Why carry out an appraisal?

To influence the future of your community by:

Taking stock of what the parish has and has not

To be better informed on what people want of their village for their village

Identifying problems

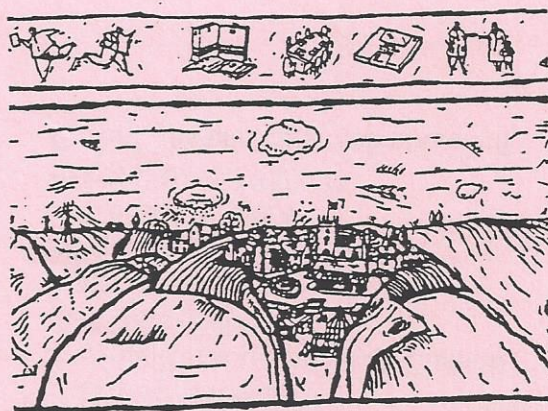
Providing a basis for self-help and voluntary action

Determining priorities for local action

Conveying information and opinion to local councils and other ideas to Heath Authorities, Police, Anglian Water etc.

Bringing together and involving the whole community

Encouraging a sense of pride and heritage



How is it done?

Getting local support from a cross section of the community:

Parish Council, WI, Parochial Church Council, PTA, Playgroup, Pensioners Group etc.

Setting up a steering group.

Formulating a questionnaire and picking out areas of concern and interest.

Distributing the questionnaire to all households.

Analysing the returns and preparing a report.

Making a summary of the findings, putting forward recommendations and drawing up a

COMMUNITY ACTION PLAN

This is a 'business plan' for the community that identifies opportunities for community initiatives, looks to the potential funding, provides an agreed work plan for the community to implement those ideas.

The action plan provides a well informed basis for Parish Council decisions and informs other authorities about the community's needs.

AND most importantly these projects get people working together and fosters community spirit.

STIFFKEY PARISH COUNCIL

Notice is hereby given that the next Parish Council meeting will be held on Monday the 4th October 1999 at 7pm in the Village Hall Stiffkey.

Agenda

1. Apologies for Absence.
2. Minutes of Last Meeting.
3. Matters Arising not covered by the Agenda.
4. To receive Correspondence.
5. Financial Report.
6. Village Hall Report.
7. Any other Business.

Members of the Public are welcome to attend.

By Order of the Parish Council.
R. V. Bassingthwaite- Clerk.

STIFFKEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 1st NOVEMBER, 1999, at 7 pm, IN THE VILLAGE HALL

In attendance: L Jordon (Chairman)
 A Rogers
 J Pearson
 S Sutton
 M Gerrard
 E Gambitt (part)
 District Councillor B Crowe (part)

Members of the Public : 1

Councillor B Crowe had to leave to attend another meeting. He was given the floor to outline various District matters (see notes attached to minutes)

1. APOLOGIES FOR ABSENCE

Apologies received from M Harrison and Eva Gambitt (Councillor Gambitt attended half way through the meeting).

2. MINUTES OF THE LAST MEETING

Proposed by A Rogers, seconded by S Sutton that these minutes be adopted as a true record. The resolution was passed.

3. MATTERS ARISING

1. RUPP's - letter received from North Norfolk CC regarding RUPP's. Evidence forms have been produced. Discussion took place.

The Clerk pointed out that the Parish Council must produce evidence to support its objection at a Public Enquiry.

2. The Precept form for 2000/2001 was signed by 3 councillors for submission to North Norfolk DC.
 3. Playing Field was discussed. Items were being brought together for quotation when funds were available.
- 11/11

2 (Stiffkey Parish Council 1.11.99)

4. CORRESPONDENCE

The following correspondence was noted:

1. Coastal Community Association – minutes noted
2. Letter from David Prior MP, regarding Audit Commission Fees – noted
3. Letter from North Norfolk DC regarding Flood Leaflet Distribution 2000, Council agreed to take 25 for distribution
4. Appeal letter from Fakenham and Wells CAB, agreed to donate £25
5. Letter from North Norfolk NHS Primary Care Group – meeting on 24th November – noted

5. PLANNING APPLICATIONS

1. Erection of wind pump – Morton Road, Stiffkey, Council had no objection to this application
2. Amended plan for Fire Escape, Red Lion, Wells Road, Stiffkey – Council had no objection to this amended application

6. FINANCIAL REPORT

The following donations/expenses were agreed, proposed by J Pearson, seconded M Gerrard and resolution passed:

- a. £25 to Fakenham and Wells CAB
- b. £50 to Stiffkey PCC for churchyard maintenance
- c. £20 for the Royal British Legion Poppy Appeal
- d. £50 to Stiffkey Village Hall for hire of building for meeting

The Clerk reported on the balance at the Bank. £500 has now been transferred to Deposit Account.

7. ANY OTHER BUSINESS

There being no other business, the Chairman declared the meeting closed at 8.30 pm

The next meeting will take place on Monday, 6th December, at 7 pm, in the Village Hall

L.C. Jones

STIFFKEY PARISH COUNCIL

**NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF STIFFKEY
PARISH COUNCIL WILL BE HELD ON MONDAY, 1st NOVEMBER, 1999, at
7pm, IN THE VILLAGE HALL**

A G E N D A

1. APOLOGIES FOR ABSENCE
2. MINUTES OF THE LAST MEETING
3. MATTERS ARISING NOT COVERED BY THE AGENDA
4. TO RECEIVE CORRESPONDENCE
5. FINANCIAL REPORT
6. ANY OTHER BUSINESS

Members of the Public are welcome to attend

By order of the Parish Council
R V Bassingthwaighe
Clerk to the Council

STIFFKEY PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY,
6th DECEMBER, 1999, at 7 pm, IN STIFFKEY VILLAGE HALL**

In attendance: L Jordon (Chairman)
A Rogers
J Pearson
M Gerrard
E Gambrill
S Sutton
E Crowe (part time)

Members of the Public : 2

1. APOLOGIES FOR ABSENCE

Apologies received from M Harrison.

2. MINUTES OF THE LAST MEETING

Proposed by M Gerrard, seconded R Rogers, minutes were adopted as a true record and signed.

3. DISTRICT COUNCILLORS REPORT

As Mr Crowe had to leave early, this item of the agenda was brought forward.

Matters Mr Crowe raised:

1. Additional funding of £5.5 million awaiting final details and we would hear in due course as to how this money might be allocated.
2. Coastal Defences - review taking place on the issue of Spending on the defences, was it value for money?
3. Road Calming - review taking place.

4. MATTERS ARISING:

- RUPP's – it appeared that this issue was heading for a Public Enquiry,

2000/1 h. J. u. l.

- M Harrison had raised the question of unauthorised bridges over the Marshes. This item was outside the authority of the Parish Council
- S Sutton had received some preliminary indication of costs on the playground refurbishment

5. CORRESPONDENCE

1. Flood Leaflets received for distribution, agreed to leave in shop for interested parties
2. Street Lights - No 9005 damaged control box, 9003 not working, to be reported
3. Letter from NNDC with summary of North Norfolk Local Plan responses noted
4. Changes to Council Tax Legislation from 1st April, 2000, leaflet to be displayed on noticeboard, might effect Council Tax bands for disabled persons, noted
5. Letter from NNDC regarding A149 speed limits review, meeting on 14th December, J Pearson and Clerk to attend
6. NNDC Local Transport Plan ammendments noted
7. Copy letter from David Prior, MP, to John Prescott regarding comments made re Parish Councils in the press, noted
8. NNDC, Best Value, Development Control Service, Questionnaire answered
9. Coastal Communities Association, next meeting 8th December. Draft Constitution approved. After discussion it was agreed to join the Association at an annual cost of £10.
10. A letter has been received from the Land Registry regarding Big Hill, in Wells Road, Mr and Mrs Grimes were seeking to register the property

The Clerk pointed out that the Parish Council had withdrawn their objection to it being Common Land in 1977

After discussion it was agreed to offer no objection and the Clerk was requested to write accordingly

11. It was noted that Planning Application 19991225, 3 Warborough Place, had been re-submitted due to conservation area status

E. J. W.

6. FINANCIAL REPORT

The Bank Statements were inspected and initialled by the Councillors.

Bank Balance was some £1,500 plus, possible surplus for this year, Which could go towards the Playing Field project.

Bills received for electricity and maintenance during month.

7. ANY OTHER BUSINESS

1. M Gerrard attended a meeting of the Primary Care Group of the NHS Trusts. Interesting meeting and they were keen to involve local people.
2. Stiffkey had received a Norfolk Society Award for the Traffic Calming Scheme in the village - plaque was to be displayed In Village Hall.
3. R Rodgers requested the Council write to the Norfolk Constabulary Divisional Commander regarding speed limits and parking in the village.

Next meeting will take place on Monday, 7th February, 2000, at 7 pm.

There being no further business, the Chairman declared the meeting closed at 8.45 pm.



STIFFKEY PARISH COUNCIL

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD ON MONDAY, 6TH DECEMBER, 1999, at 7 pm, IN THE VILLAGE HALL

A G E N D A

1. APOLOGIES FOR ABSENCE
2. MINUTES OF THE LAST MEETING
3. MATTERS ARISING
4. CORRESPONDENCE
5. PLANNING
6. FINANCIAL REPORT
7. ANY OTHER BUSINESS

By order of the Council
R V Bassingthwaight
Clerk