

# MINUTES OF STIFFKEY ANNUAL PARISH MEETING HELD ON MONDAY 22<sup>ND</sup> MAY 2023 AT 7PM AT STIFFKEY VILLAGE HALL

The Parish Council Chairman, Alexandra Hooper, presided and 7 members of the public were also present.

## 1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

## 2. MINUTES OF THE MEETING HELD 23<sup>RD</sup> MAY 2022

The minutes were **agreed** and signed by the Chairman, proposed by Phil Harrison, seconded by Martin Williams, all in favour.

## 3. UPDATE ON MATTERS ARISING

None.

## 4. PARISH COUNCIL REPORTS

### a. Chairman's Report

The Chairman's Report was presented by Alexandra Hooper (Appendix A).

### b. Financial Report

The Financial Report was presented by the Clerk (Appendix B).

## 5. VILLAGE ORGANISATIONS AND OTHER REPORTS

### i. County Councillor

Michael Dalby's report had been circulated (Appendix C). He added that Norfolk County Council had elected a new leader Kay Mason Billig, following Andrew Proctor standing down. He also reported that the £2 bus travel was to remain until 31<sup>st</sup> October 2023 and then from 1<sup>st</sup> November 2023 to 31<sup>st</sup> October 203 it would continue but at an increased rate of £2.50 per journey.

### ii. District Councillor

Victoria Holliday reported that the last meeting at North Norfolk District Council had mainly been taken up by ceremonial duties. Her recent involvement with the parish had been with highway's issues, traffic management and the hardship fund.

### iii. Police

No report.

### iv. Village Hall

No report.

### v. Social Services Committee

Phil Harrison presented the report. (Appendix D)

### vi. History Group

Geraldine Green reported that she is no longer a member of the committee. No report had been submitted by the Group.

### vii. Parochial Church Council

Alan Duff presented the report. (Appendix E)

viii. Wooden Boats  
No report.

ix. Allotments  
Alex Hooper reported that it had been a bit of a difficult year due to the lack of running water, harvest yields down. A couple of plots had become vacant.

**6. ANY OTHER BUSINESS**

None.

There being no other business the Chairman closed the meeting at 7.18pm.

Signed:

Dated:

Draft

## **Stiffkey Parish Council Chairman's Report May 2023**

It has been a busy year for the Parish council – culminating in the well attended Parish Council meeting at the end of March which hosted a discussion with the National Trust in relation to the removal and rebuilding of the bridge over the marsh. The bridge, safety, the marshes and access to our local environment was a key area of work and achievement for the Parish Council over the past 12 months. This came about in a number of ways – much time and energy was spent on pushing for a replacement bridge after its removal last year – this included, correspondence and lobbying with the National Trust, radio interviews, engaging with district and county councilors as well as our MP and making efforts to ensure that our parishioners were kept informed. The council also submitted an application for the registration of an historic footpath beyond the bridge – while this is still pending, the National Trust did confirm at the March meeting they would not contest this. Representation at meetings across the district, dealing with parking, waste disposal, fire risks etc were also made and in addition to this, maintenance of footpaths and bridleways was also undertaken.

The Parish Council also undertook the huge task of identifying, recruiting and supporting the establishment of two Community First Responders. This was in direct response to seeing no change in the Ambulance response times and the potential lifesaving impact these First Responders could provide our village. Identification of volunteers was not the only role played by the Council – raising funds for equipment and training and support has also been undertaken. Given the importance of these volunteers to our community, support for these volunteers is extremely important.

In other areas, much of our achievements have been of a more routine nature – predominantly this has focused around traffic – whether it is traffic calming through the SAM sign, to help in trying to keep junctions clear through the use of no parking cones and H-bars. Elsewhere, the Parish Council has worked hard behind the scenes to try and ensure the needs and views of our community are represented – be it through consultations about the AONB, speed limits on our roads, keeping everyone informed of road closures or simply reporting the need to repair damage to the Highway

The Parish Council would like to extend its thanks to all of those who volunteered their time and effort to support the work of the Parish Council and for their contributions to village life. On a personal note, I would also like to extend my thanks to all those individuals who served as Parish Councilors and contributed towards the achievements of the past 12 months.

**Alexandra Hooper, Chair**

**Stiffkey Parish Council**  
**Accounts for year ending 31st March 2023**

	<b>2022/23</b>	<i>Budget 2022/23</i>	<b>2021/22</b>
<b>Income</b>			
Precept	£ 7,104.00	£7,104.00	£ 5,192.00
Shortfall Grant	£ -		£ -
Greenway Donations	£ -		£ -
Covid Grant	£ -		
Other	£ 63.05		£ 100.00
Cottage Access	£ 1,500.00	£1,500.00	£ 1,500.00
Greenway Access	£ -		£ -
Campinghill Licence	£ 90.00	£100.00	£ 70.00
Community First Responders	£ 6,870.00		
Interest	£ 109.52		£ 4.75
VAT Reclaimed	£ 103.86		£ 97.89
<b>Total</b>	<b>£ 15,840.43</b>	<b>£ 8,704.00</b>	<b>£ 6,964.64</b>

<b>Expenditure</b>			
Clerk Salary	£ 2,612.44	£2,950.00	£ 2,190.34
HMRC	£ 490.60	£0.00	£ 556.20
Mileage	£ 140.00	£210.00	£ 72.35
Administration	£ 1.02	£150.00	£ 48.48
Training	£ -	£50.00	£ -
Subscriptions	£ 203.62	£120.00	£ 284.20
Website	£ -	£150.00	£ -
Bank Charges	£ 72.00	£72.00	£ 54.00
Audit	£ 50.00	£50.00	£ 50.00
Newsletter	£ 135.00	£50.00	£ -
Hall Hire	£ -	£175.00	£ -
Camping Hill Licence	£ 200.00	£100.00	£ 100.00
Dog Bins	£ 192.40	£190.00	£ 182.00
Insurance	£ 412.56	£400.00	£ 374.50
Repairs and Replacements	£ -	£225.00	£ 87.50
Street Lighting - Capital	£ -	£0.00	£ -
Street Lighting - Electric & Maintenance	£ 901.18	£492.00	£ 445.46
Village Hall	£ 63.05	£0.00	£ 550.00
Cottage Access	£ 1,500.00	£1,500.00	£ 1,500.00
Grants / Donations	£ 4,647.12	£0.00	£ 20.00
Covid Grant	£ -	£0.00	£ -
SAM2 Battery	£ 140.70	£100.00	£ -
S137	£ 250.00	£20.00	£ 19.00
Contested Election	£ -	£1,600.00	£ -
Miscellaneous	£ -		£ -
VAT	£ 729.33		£ 103.86
Contingency		£100.00	
<b>Total</b>	<b>£ 12,741.02</b>	<b>£8,704.00</b>	<b>£ 6,637.89</b>

Balance B/f	£ 7,058.62	£ 6,731.87
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Income	£ 15,840.43	£ 6,964.64
Expenditure	£ 12,741.02	£ 6,637.89
Balance c/f	<b>£ 10,158.03</b>	<b>£ 7,058.62</b>

Represented by		
Unity Trust Current Account	£ 1,372.82	£ 503.92
Unity Trust Deposit Account	£ 9,914.22	£ 6,554.70
Unpresented Cheques	£ 1,129.01	£ -
	<b>£ 10,158.03</b>	<b>£ 7,058.62</b>

Difference	£ -	
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<b>Earmarked Reserves</b>		
Covid Fund	£ 800.00	£ 800.00
Election Reserve	£ 1,500.00	
Staffing Reserve	£ 500.00	
Community First Responders	£ 2,242.88	
General Reserve	£ 5,000.00	£ 5,000.00
	<b>£ 10,042.88</b>	<b>£ 5,800.00</b>

Free Funds:	<b>£ 115.15</b>	
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### **Norfolk's annual road surface dressing work now underway**

Work is now underway across Norfolk on the annual spring and summer surface dressing project. The work is carried out between April and September every year while the weather is warmer.

This year 280 miles of Norfolk's roads will get a new seal to help prevent potholes opening up, extend the life of the road, and provide a new skid-resistant surface to reduce the risk of accidents.

The new seal consists of a thin layer of bitumen and chippings which is laid onto the road. This helps prevent water penetration and helps stop potholes opening up.

### **Norfolk Trading Standards issues charger safety warning after two lithium battery fires**

Norfolk County Council's Trading Standards team has issued a warning over the dangers of non-manufacturer-approved replacement batteries and chargers following two devastating fires caused by exploding lithium-ion batteries.

When buying electrical items, you should only buy from a reputable retailer and make sure there is a UKCA or CE mark, this means that the product meets safety standards. Avoid purchasing any electrical item, replacement battery packs and chargers from third party online or private second-hand sellers as these could be unsafe.

To reduce your risk of fire, Norfolk Fire and Rescue Service recommends:

- Not leaving items plugged in and switched on when unattended, ensure items are switched off and unplugged as soon as they have finished charging or no longer in use.
- Never charging items overnight when you are asleep.
- Always using the charger which came with the item
- Keeping doors closed to help avoid spreading smoke and fire
- Making sure you have a smoke alarm on each level, and test it regularly, at least once a month but ideally once a week

### **Enhanced bus services between North Norfolk and Norwich launch next week**

More frequent and faster bus journeys from North Norfolk to Norwich started at the beginning of April as part of Norfolk County Council's plan to improve bus services across the county.

I am currently actively pushing for more bus connections across the Wells Division to get to Sheringham at a more reasonable time, to thereafter to Norwich for employment, colleges and etc... If achieved this would connect the whole division better to Norwich and Kings Lynn.

Cllr Michael Dalby

[Michael.dalby.cllr@norfolk.gov.uk](mailto:Michael.dalby.cllr@norfolk.gov.uk)

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## **Social Services Committee**

The year started well with a very successful Jubilee Picnic in June 2022, held at the Playing Field. The field, marquees and Pavillion looked superb, thanks to a lot of help from people in the village, and a good time was had by all.

There wasn't as many cricket matches as we had hoped for but some were played.

This year the matches have already started together with the first grasscutting. Dates for future matches include 4, 11 and 24 June, 8 and 23 July and 13 August. We hope there will be a few more matches arranged as the season progresses.

We have had a few problems with the old tractor we use for grasscutting but these now seem to be sorted.

Unfortunately our Clerk of many years has had to retire so we will be looking for someone to take over that role as soon as possible. We are also looking to attract some more Trustees to help with running the playing field particularly during the busier summer period.

## **Church News for Stiffkey Parish Council meeting 22<sup>nd</sup> May 2023, 19:00**

Key points for the year

The Bishop of Norwich's Church Buildings Commission has conducted a number of open meetings and collated a huge amount of information. Recommendations to make the process of looking after churches easier (and to consider what might happen in a very small number of cases where the future looks less secure) are in internal draft and will be published later this year.

The quinquennial inspection – structural and maintenance survey of the Church Building was done in 2022. No major issues, useful summary of matters needing attention for the team led by our new Fabric Officer.

We have extended membership of the Parochial Parish Council (PCC) including a formal Fabric Officer

- We will hold more regular meetings to plan events and fund-raising
- We are considering a regular Saturday morning stall on the knoll, selling locally produced items – there will be an appeal for volunteers in the next Lynx

The PCC thanks those maintaining the grounds, looking after the Church and supporting our fund-raising

Please remember Stiffkey Church needs your help, church-goer or not, financial or otherwise some of your time to run activities to preserve our splendid building and grounds and keep it such a pleasant place for us and our visitors.

Alan Duff, Secretary St. John's Stiffkey, PCC