



## Meeting of the Parish Council

### Minutes

6<sup>th</sup> March 2024, 7.30pm

Burgh St Peter Village Hall

**PRESENT:** Cllrs A. Godsave, P. Harrison, K. Kennedy-Hill (chair), M. Tansley, and T. Wright

**Also in Attendance:** Tina Newby (Clerk),

**Members of the public attending:** None.

1. **Welcome:** The meeting started at 7.35pm.
2. **Apologies** – apologies were received and accepted for Cllr Watts, District Cllr Evans and County Cllr Stone.
3. **Declarations – Pecuniary and Other:** None.
4. **Minutes** – Confirmation and signing of Minutes of the Meeting held on 3<sup>rd</sup> January: The minutes were approved as being an accurate record of the proceedings. Proposed by Cllr Tansley and seconded by Cllr Godsave.

Matters arising from the minutes:

- a. To receive an update on registering the bus shelter as a war memorial and update for the visit to NRO. This is still ongoing.
  - b. Update on SAM2 machine. This is still ongoing. SAM2 is at the Clerks address. We are awaiting another site visit by Westcotec for confirmation of where the SAM2 and additional post/brackets are needed.
  - c. To receive an update on Common Road Playing Field mole problems *and now OSPF*. **Update from Cllr Watts. Action Chair** to communicate with Cllr Watts.
  - d. To discuss the issue with Aldeby PC Facebook account. The account has been set up as a group but having issues. **Action Clerk** to meet with CT, for her help.
  - e. NCC to cut verges on Mill/Boons Road, clear out the Culverts (and new item clearing out drains). Mill Road and Boons Road have been cleared out. Highways cut the grass verges every 6 months before and after the season. (It is now too late - take this out please). **Action Clerk** to contact Nick Driscoll to ask when the first cut of the season is due, and we will monitor.
5. **Adjournment** – Standing orders will be suspended to allow public participation. No members of the public present.
  6. **Reports received from County and District Councillors:** None.  
Resume Standing Orders.
  7. **Planning** – No new planning applications at the time of the agenda being published.
    - a. To receive an update SNC 2023/3557 reservoir at Land East of Elms Road. Still waiting a decision from SNC. **Action Clerk** to chase Cllr Evans to see whether this has been 'called in' to Committee?
    - b. To discuss any other Enforcement issues: No new ones. **Action Cllr Tansley** to provide evidence of some new issues for enforcement logging.
    - c. To receive an update if any for the Landfill site: None received. Please close this Agenda item.

- d. Any new applications that have been received in time for discussion at the meeting: None.
- e. General planning updates and enquiries: None.

**8. Highways – No new issues at the time of the agenda being published.**

- a. To receive an update on the continuing problems with Beccles Road. The road safety signs that APC purchased, and the locations were discussed. Highways state that we cannot put these on highways owned land and verges, but only on our land. **Action Chair:** To seek locations in Beccles Road and St Marys Road area.  
**Action Parish Council** to install the signs that can go up.  
Cllr Harrison has been contacting the local police regarding the issues with speeding and dangerous driving in Beccles Road. Cllr Harrison to continue to chase the police.

**9. Parish Land – Discuss and agree any actions:**

- a. To receive an update on Sole Bay wood project, pond, wildflower seeds and stinging nettles. The stinging nettles will be sorted w/c 11<sup>th</sup> March 2024. Wildflower seeds will go in then after a light trim. DW to sort out the fallen trees in the pit.
- b. To receive an update from Cllr Wright regarding community engagement standing item for Summer 2024. Consult Norfolk Wildlife Trust for the design of and best location for bat and bird boxes.
- c. To discuss the tree works in the village and the tree database: ongoing. **Action Clerk** to write a letter of thanks to DW.
- d. To receive an update on the Near Miss Incident Forms: This has been distributed to councillors. Placed on Facebook and the website. The Clerk has not received any completed forms.
- e. To receive an update on the status of the footpaths in the parish. Cllr Tansley’s friend is walking the footpaths. KB has some old footpath signs we could use. Although footpath signs are part of Highways and should be logged to Highways.
- f. An additional item was discussed regarding the 3 dead fruit trees. Maximum cost of £50 was agreed for TW and MT to purchase 3 replacement fruit trees. All in agreement.

**10. Finance –**

- a. To note balances of all accounts and receive bank accounts update: Noted.
- b. To approve the quotes received from Simmons Property Maintenance Company: The following quotes were approved:  
Priority: E00288 £400.97, install the safety signs. E00285 £373.78, refurbish 3 noticeboards.  
From the 2024-2025 budget: E00284 £364.44 5 benches to be refurbished. E00287 paint gates on both playing fields £289.47.  
All the above expenditure was approved. Proposed by Cllr Tansley and seconded by Cllr Godsave, all in agreement.
- c. To discuss the insurance renewal quote for 24-25: Quote was not received.
- d. Payments for Approval:

**Aldeby Parish Council Payments for March 2024**

Payable too	Description	Cashbook Ref	
<b>Between Meeting</b>			
NBB	Bench	24/038	£408.00
Dave Wrighting	Maintenance	24/037a	£195.00
Tina Newby	Wages Jan	24/037b	£319.20
	Mileage		£18.00
	Working from Home		£10.00
	Printing		£15.30
	Paper		£83.15
			£445.65

total between meetings

£1,048.65

Payments to be approved			
Tina Newby	Wages Feb	24/039	£319.20
	Mileage		£14.40
	Working from home		£10.00
			<b>£343.60</b>
Total this month			<b>£343.60</b>

Payments totalling £1048.65 were retrospectively approved for payment. Payment for £343.60 was approved for payment this month. Proposed Cllr Harrison and seconded by Cllr Godsave, all in agreement.

Two additional payments for £51 x 2 play inspections were also approved. Proposed again by Cllr Harrison and seconded by Cllr Godsave. All in agreement with one Abstention.

- e. To receive an update on general funding for the parish: **Action Clerk:** to communicate with Elliott for a quote to paint the bus shelter. Add Microlon glass in the window spaces.  
There was an agreement to place the new bench in CRPF near the apple trees.

#### 12. Parish Council – Discuss and agree any actions:

- a. To review and agree the Tree management plan: Reviewed and adopted.
- b. To discuss the issue with Aldeby PC Facebook account, outstanding from last meeting: duplicate agenda item. Discussed at 4d.
- c. To agree the format of the Annual Parish Meeting on 1<sup>st</sup> May 2024 and times: Keep the same format. Start the APM at 7pm, with the AGMPC at 7.30pm.
- d. SNC litter pick – correspondence: Litter pick booked for 18<sup>th</sup> May 10am at the CRPF.

#### 13. Correspondence – None

14. **Any issues or information from the Councillors:** Cllr Kennedy-Hill mentioned that Mr Castleton is now going down the route of applying for Planning Permission for glamping pods thereby avoiding the use of Lily Lane by motorhomes or towed caravans due to the width of the road.

The Chair closed the meeting as no more business to transact.at 9pm

**Date of next meeting: 1<sup>st</sup> May 2024, 7.30pm.**