

**Meeting Date:** Wednesday 13<sup>th</sup> November 2023 **Location:** The Village Hall, Stibbard

Minutes of the Annual Parish Council meeting held on the above date and venue.

Present:	Also present:
<ul style="list-style-type: none"> <li>• Cllr Bill Aldridge (BA)</li> <li>• Cllr Colin Clayton (CC)</li> <li>• Cllr Stephen Coomber (SC)</li> <li>• Cllr Tony Hender (TH)</li> <li>• Cllr Steve Mayes (SM)</li> <li>• Cllr Brian Taylor</li> </ul>	<ul style="list-style-type: none"> <li>• Nea Horsford – Clerk (NH)</li> <li>• Debi Haden - Community Connectors</li> <li>• Four members of the general public</li> </ul>

1. **To receive apologies and reasons for absence** Apologies received from Cllr Stefan Aquarone
2. **To receive declarations of interest and consider any requests for dispensations** No declarations
3. **To approve the minutes of the Parish Council meeting held on the 13<sup>th</sup> September 2023** The Council **APPROVED** the minutes and the Chair signed them as a true and accurate record.
4. **Consider the co-option of a Councillor to fill a vacancy** The Chair confirmed there are two vacancies on the Parish Council. The Council **AGREED** to co-opt Brian Taylor onto the Parish Council.
5. **To report progress on items not on the agenda from the previous meeting (Clerk’s report)**
  - a) A reply from Sennowe Park has been received and shown to the Council. It was **AGREED** to discuss this further once Breckland Council has agreed the licence. **ACTION** leave on the agenda.
  - b) The local government cost of living pay award from 2023 for the clerk was **RESOLVED**
6. **Update from District and County Councillors**
  - a) Update from Cllr Stefan Aquarone was circulated and can be viewed on the website
  - b) Cllr Mike Hankin felt the response from the Sennowe Estate was good, but fully understood the frustration from residents regarding the noise from the FM2023 rave.

A number of councils are only receiving deliveries in a bundle once a week which is unacceptable. This is now being monitored and hopefully it will start to improve. The Glaven Valley Conservation proposal is to be approved early next year which will include the Stody Estate. Anglian Water’s plans are being presented to improve quality and increase the capacity of their plant.

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## 7. Public Participation

- a) **Member of the public no 1:** has been using the bus stop regularly since the last meeting. The walk to the bus stop is very busy with traffic and unpleasant as there are large potholes and speeding cars. He has walked the unofficial permissive path and feels it would not be suitable in the colder, wetter months. As the road isn't particularly wide, maybe the grass border along the road could be made into a pavement?

**Cllr Hankin left the meeting at 7.35pm**

- b) **Member of the public no 2:** there has been significant rainfall since the last meeting and it seems the stretch by the Chapel is an issue. The outflow of water is limited. **ACTION** clerk to chase Highways to see if they can help

## 8. Community Connectors Presentation Debi Bye from the Wells & Fakenham Branch of Community

Connectors has been visiting all the clubs and societies and getting to know the area, it's residents and trying to identify lonely people and / or needing help. They are looking for volunteers for the new Dementia Café opening in Fakenham and to join the steering committee.

## 9. To discuss / respond to correspondence received

- a) **Defibrillator funding request** a £150 grant was **AGREED** by the Council

## 10. To discuss any planning applications or decisions received since the last meeting none received

## 11. Permissive path to bus stop

It was **AGREED** to look at the possibility of a permissive path or trod and to see if a pavement could be installed along the road. **ACTION** Cllr Aldridge would draft a letter to the land owner of the field by the Fakenham Road and the clerk to enquire about costs of installing a pavement or a trod.

## 12. The following Standing Orders and Procedures have been DEFERRED until the next meeting

- a) Risk Management policy
- b) Lone worker Policy
- c) General Data Protection Regulation Policy
- d) Information Audit

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e) Discuss Standing Order Protocol

**13. 80<sup>th</sup> D Day Celebrations 6<sup>th</sup> June 2024 update** it was **AGREED** Stibbard should have a Beacon to light in the evening. **ACTION** Cllr Mayes to look into designs and prices of beacons.

**14. New Councillor Training** the PC have quite a few new Councillors who haven't had any training and there is a small budget for it. **ACTION** the clerk to enquire about a group training evening from NPTS and circulate possible dates.

**15. Playground update** quotes have been received for urgent playground maintenance and tree trimming. It was **AGREED** to appoint Action, Play & Leisure for the playground and Norfolk Woods and Hedges for tree and hedge trimming.

**16. Budget 2024/24 and Precept setting** it was **AGREED** to **DEFER** this item until January's meeting

**17. Christmas Carol Tree Lights** it was **AGREED** to purchase 200 lights from TLC Direct as recommended from Mundesley PC **ACTION:** Clerk to purchase and Cllr Aldridge and Cllr Taylor to install by the 15<sup>th</sup> December.

**18. To receive updates on the following:**

a) **Village Sign** Cllr Coomber thought the sign would be 18"x24" and he has arranged a presentation to the school. **ACTION** Cllr Coomber to obtain a formal quote.

b) **Playground fencing** we are still waiting for the Diocese to confirm they are dealing. **ACTION** Clerk to chase again

c) **Village Speed Gates** Parish Partnership funding to be completed by the 8<sup>th</sup> December

d) **Flooding** as discussed in the Public Participation section, it was felt the ditch near the Methodist Church could be cleared to ensure the water flows through. **ACTION** Cllr Hender to ask permission from the Methodist Church to co-ordinate a volunteer ditch clearance day.

**19. Floral Display for Iron Man and maintenance of the War Memorial** Cllr Aldridge thanked Cllr Clayton and Susan Clayton for all their hard work this year maintaining the Iron Man floral displays and their recent work on the War Memorial. It was **AGREED** the PC would like to do the same next year however, the wooden boxes are now rotting. The War Memorial could be added to the current gardening contract possibly with

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some shingle. **ACTION:** Cllr Clayton and the clerk are to obtain quotes for recycled plastic tubs and the Clerk to obtain quotes from Tops Garden Services.

## 20. Financial Matters

- a) Bank balance was agreed at £5,708.70
- b) Payments agreed (see attached)

## 21. Items that have arisen since the publication of the Agenda – for information only and to be included in the next Agenda none

## 22. Next meeting Tuesday 9<sup>th</sup> January 2024

Meeting closed at 8.52pm

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