

**Meeting Date:** Tuesday 12<sup>th</sup> March 2024 **Location:** The Village Hall, Stibbard

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

<b>Present:</b>	<b>Also present:</b>
<ul style="list-style-type: none"> <li>• Cllr Bill Aldridge</li> <li>• Cllr Colin Clayton</li> <li>• Cllr Stephen Coomber</li> <li>• Cllr Tony Hender</li> <li>• Cllr Steve Mayes</li> <li>• Cllr Brian Taylor</li> </ul>	<ul style="list-style-type: none"> <li>• Nea Horsford – Clerk</li> <li>• Two members of the general public</li> </ul>

1. **To receive apologies and reasons for absence** Apologies received from Cllr Stefan Aquarone and Cllr Mike Hankins
2. **To receive declarations of interest and consider any requests for dispensations** None received
3. **To approve the minutes of the Parish Council meeting held on the 9<sup>th</sup> January 2024** Parish 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 is still a vacancy on the parish council.
5. **Update from District and County Councillors**
  - 5.1) Cllr Aquarone’s report is available on the website.
  - 5.2) Cllr Hankin’s report is available on the website.
6. **Public Participation**
  - 6.1) **Member of the public no 1:** The verges along Guist Bottom Road are getting worn away from the volume of large vehicles including HGV’s travelling through the village. It is particularly concerning opposite Old Grove Farm where the verge has been damaged by turning vehicles.
  - 6.2) **Member of public no 2:** Thanked the parish council for all their hard work this year.

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# Stibbard Parish Council – Minutes

## 7) To discuss / respond to correspondence received

**7.1) Email regarding Estate Agent's sales details** Cllr Mayes stated that there is very little demand for one bedroom houses as a permanent residence in this area which is why one bedroom houses are marketed as possible holiday homes. The parish council do not have any powers in this area either. It was **AGREED** not to pursue this any further.

**7.2) Trees on Guist Bottom Road** Two trees have fallen on Guist Bottom Road and it had been noted some others look like they may fall in the near future. UK Power are assessing the trees on the 20<sup>th</sup> March. It was **AGREED** to monitor what happens once the trees have been trimmed.

## 8) To discuss the following Planning Revised Application

RV/23/2722 Kings Cottage, Fakenham Road – **APPROVED**.

## 9) To discuss the membership of Parish Online it was **AGREED** to have a yearly subscription of Parish Online

## 10) The following Standing Orders and Procedures have been **APPROVED**

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

## 11) To discuss the maintenance of the grounds and ditch of the Iron Man and the War Memorial it was **NOTED**

that is it the parish council's responsibility to maintain the grounds and the ditch. The Iron Man needs a small amount of maintenance work and the War Memorial grounds need regular maintenance. It was **AGREED** there should be a more formal agreement for this maintenance. **ACTION** Cllr Clayton and Cllr Coomber to assess the work required on a regular basis and clerk to obtain quotes.

## 12) To discuss the Stibbard plinth on the Iron Man Cllr Clayton suggested the Stibbard sign on the Iron Man should be more visible. **ACTION** Cllr Clayton to look into costs

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## 13) To consider request for £250 grant from All Saints Parish Church, Stibbard for the burial ground

**maintenance.** It was **AGREED** a £250 grant should be **GRANTED** towards costs for the upkeep of the burial ground.

## 14) Update on the Flooding Working Party

Cllr Hender and Cllr Coomber confirmed they have enough volunteers and they are going to meet at the Methodist Church to discuss work required, then a date will be set for the working party to complete the work

## 15) To receive updates on the following:

**15.1) Village sign and installation** a deposit has been paid and a plinth needs to be designed to mount the sign **ACTION** Cllr Aldridge to contact Buntings to see if they can help design and make a plinth. Clerk to contact Highways to check permission for location.

**15.2) Playground fence** we are still waiting for the Diocese to confirm they are dealing. **ACTION** clerk to chase again.

**15.3) Speed gates** the parish council will hear about the speed gate grant in March. **ACTION** clerk to enquire about appropriate signage for gates.

## 16) Update on planters for Iron Man from Cllr Clayton

Two planters from recycled materials have been sourced at the cost of £90 and it was **AGREED** that Cllr Clayton should purchase on behalf of the council.

## 17) To discuss membership of CPRE and the Flood Management Conference

The clerk stated it would be cheaper to join CPRE than to buy two tickets to the Flood Management Conference. It was **AGREED** to join CPRE. **ACTION** Cllr Hender and Cllr Mayes to attend the Flood Management Conference on 22<sup>nd</sup> May

## 18) Financial Matters

**18.1) Bank balance** was agreed at £1,151.28 with a VAT claim payout expected

**18.2) Payments** were **APPROVED** (see attached)

## 19) Items that have arisen since the publication of the agenda – for information only and to be included in the

**next agenda**

**19.1)** Chase Highways to clear drains

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19.2) Meeting with Highways and Cllr Steffan Aquarone regarding walk to the bus stop.

20) Next meeting Tuesday 14<sup>th</sup> May 2024 this will also be the Annual Parish Meeting

Meeting closed at 7.56pm

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