



All Councillors are hereby summoned to a meeting of Southern Parish Council to be held on Wednesday 12th February 2025 at 7.00 pm in the Southern Village Hall
Members of the Public and Press Welcome to Attend

Email: parishclerk1@hotmail.co.uk
Phone: 07522 137101

In attendance: Cllrs Christine Feltwell, Ian Goodwin, Annette Osler (Chair), Javey Osler, Darren Smith, Sue Welch & Roger Whitehead.

Members of the public: 0

Clerk: Lolly Dawson, Parish Clerk & RFO

1. Apologies for absence

Apologies were accepted for Cllrs Chris Edwards & Diane Edwards.

2. Declarations of Interest on Agenda Items and Dispensation Requests

Cllr A Osler declared an interest in item 7.c. and did not speak or vote on this item.

3. Co-option of

It was RESOLVED to elect Chris Stabile-Barnett as a Parish Councillor, PROPOSED Cllr T Feltwell, seconded Cllr D Smith, the declaration of acceptance of office was signed and Chris Stabile-Barnett joined the meeting as a voting member.

4. Public Speaking

- a. British Sugar plc representative, was deferred to March meeting.
- b. Members of the Public, none.
- c. District & County Councillors, not in attendance.

5. The minutes of the Parish Council meeting held on 11th December 2024 were APPROVED as a true and correct record of the meeting and signed by the Chair.

6. Updates from previous minutes and consider any further actions

- a. It was NOTED that there is no update on the Orchard Way Lighting.
- b. It was NOTED that the saplings were planted at the cemetery, thanks to Cllrs S Welch, I Goodwin & D Smith for volunteering to do the work. It was APPROVED to purchase 2 x watering cans for the cemetery under a budget of £12.00, to be delivered to Cllr I Goodwin and kept at the cemetery.
- c. Update on the bench and trees on recreation drive.
 - i. The recommendation from the NCC Natural Environment Team, of 3 x Common Service Berry trees was received. It was AGREED for Cllr Stabile-Barnett & Clerk to purchase 3 x flowering trees under a budget of £120.00 to also include protectors and woodchip mulch. It was AGREED to add installation of the bench to the Community payback team works and purchase postfix concrete.

- d. It was NOTED that the Clerk attending cemetery training in January, this was incredibly informative and has allowed additional processes to be put into place.
- e. Update on the A10 road safety were discussed it was suggested that the speed van be placed on an alternative lay-by, Cllr I Goodwin to clarify location and Clerk send to police.
- f. Minute book binding in progress.
- g. Garage and football club rental fees are in progress.

7. Finances

- a. An accounts update was RECEIVED.
- b. Up-to-date bank reconciliations were RECEIVED.
- c. The payments and receipts, as presented were APPROVED, PROPOSED Cllr S Welch, seconded Cllr T Feltwell.
- d. The grant application from Southery Academy, for a wraparound care provision project was RECEIVED, it was AGREED respond that there is no budget available this financial year, and inform them to please contact the council prior to 1st November 2025 for any potential grant funding in 2026/2027.

8. Planning

- a. **Planning applications received from Kings Lynn and West Norfolk Borough Council:**
 - i. Ref.24/02261/F, Householder: Construction of a 2 storey side extension at 11 Feltwell Road, Southery. Deadline 27 January 2025. Southerys planning policy was implemented as deadline was before meeting date. The majority of councillors responded via email with NO OBJECTION, response sent to planning 20/01/2025.
 - 1. Ref. 24/2261/F amendments to this planning application have been received (letter dated 5/2/25), any additional comments to be received by 26/02/2025. It was AGREED to respond with NO OBJECTION.
 - ii. Ref. 25/00027/F, Householder: Single storey extension to front at TOPOTH'ILL 33B Feltwell Road, Southery. Deadline 3 February 2025. The majority of councillors responded via email with NO OBJECTION, response sent to planning 03/02/2025.
- b. **Planning decisions made by Kings Lynn and West Norfolk Borough Council:**
 - i. It was noted that planning application 24/02127/F, retrospective change of use from full residential dwelling to residential dwelling with partial use for established dog breeding business at Aviary House, Mill Drove, Southery has been WITHDRAWN, letter dated 16/01/2025.

9. Administration & Policies

- a. It was AGREED to implement a Staffing Committee.
 - i. The Staffing Committee Terms of Reference were APPROVED.
 - ii. It was AGREED to elect members of the staffing committee, to be Cllrs I Goodwin, D Edwards, S Welch & A Osler.
- b. It was AGREED to implement a Playground improvement Project Working Group
 - i. The Playground Project Workings Groups Terms of Reference was AGREED, to consist of Parish Council members only.

- ii. Cllrs D Smith, T Feltwell, J Osler & C Stabile-Barnett were elected as members of the Playground Project Working Group.
- c. It was AGREED to take no further action regarding the implementation of an external Southery Events Committee, it was NOTED that Cllrs A Osler and S Welch act as representatives at the WI, and Cllrs T Feltwell and D Smith act as representatives at the Village Hall, all members report back updates to the Council when necessary and relevant.

10. Highways

- a. One quote has been received for the repair of the Bus Shelter, it was AGREED to remove the current green metal structure, and source quotes for a new, free-standing cover, no seat required within a budget of £1000.00.
- b. An update on highways reports was received from Cllr I Goodwin.
 - i. It was NOTED that the highways technician will carry out an inspection of the Churchgate Street recent resurfacing project, awaiting update.
 - ii. It was NOTED that the bollards on Ferrybank junction have been reported twice as damaged and no longer reflective, awaiting response from highways.
 - iii. It was AGREED to write to the local businesses that use the roads regularly, to make them aware of the local concern of mud on the roads and footpaths and request any support available to assist in cleaning.
 - iv. It was NOTED that all members of the public should be encouraged to report highways issues directly where possible:
<https://www.norfolk.gov.uk/article/39652/Report-a-highways-problem>
- c. It was NOTED that no volunteers have come forward to join a new Speed Watch group, Clerk attended SNAP meeting to raise concerns for speeding in the village.
- d. The current SAM2 administration was considered, the clerk has clarified locations & obtained wires to download data. It was AGREED for Cllr Chris Stabile-Barnett to be the new volunteer to download the data, Clerk to assist with initial download & set-up.
- e. It was AGREED to plant Laurels at the A10 / Ferrybank junction, within a budget of £200.00 for Laurels, Cllrs I Goodwin, C Stabile-Barnett & D Smith to plant.

11. Open Spaces

- a. **Werehen**
 - i. Quotes for mole catching at the Werehen and playingfield were received, a quote of £80.00 for set-up fee and £20.00 for each mole caught, was APPROVED.
- b. **Playing Field**
 - i. To consider an update on the play area refurbishment and any potential funding. It was AGREED for the Playground Working Group to inspect the current equipment, determine the least used and in worst condition and source quotes for replacement ideas, and bring recommendations to the next council meeting.
 It was AGREED to progress the climbing wall project with Finding Fitness Ltd.

- ii. The playing field bookings, 28th June & 5th April 2025 were AGREED, free of charge. Clerk to request a copy of insurance and risk assessment from hiring group.
 - iii. It was AGREED for a volunteer to remove the garage window and replace with brick, receipts for all material costs to be reimbursed, Cllr C Edwards to supervise works
- c. It was AGREED for the community payback team to replace the facias and re-paint the door of the garage. Cllr D Smith to source facias.
- d. **Streetlights**
 - i. The streetlight maintenance contract for 2025 was APPROVED subject to informing the Council if a sub-contractor is used.
- e. An update on the Community Payback Team projects and site visit was RECEIVED and material costs were APPROVED a budget of £200.00 was AGREED.
- f. The Tree Survey quotes were received, it was AGREED to accept T&A Tree Logic at a cost of £320.00.
- g. Dog fouling in the village was noted as an on-going issue.
- h. It was AGREED to purchase and raise the flag at 9:00 and to light the beacon for VE Day, 21:30 8th May 2025. It was AGREED to have a small event at The Bell Pub at 19:00 before the beacon lighting, with food & drinks, Cllr A Osler to contact the venue.

12. Correspondence

- a. Email from West Norfolk Community Transport.
- b. Email from KLWNBC, to note precept payments will be changed to two payments during the year instead of the current single payment.

13. Items of the next agenda

- a. To consider a Facebook Page.
- b. Update on 20mph roundalls as you enter the Village from Ferrybank.

It was RESOLVED to suspend the standing orders and continue the meeting.

14. To confirm the date of the next meeting(s)

- a. Wednesday 12th March 2025, Tuesday 8th April 2025 Parish Assembly & Parish Council meeting, at 7.00pm at the Village Hall, main room. Wednesday 14th May 2025.

It was APPROVED Under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, to move to exclude the press and public for the remaining items of the agenda, by reason of the confidential nature of the business.

- 15. The correspondence regarding the closed Churchyard was received it was NOTED that the Diocese of Ely representative has been invited to the Parish Assembly.

16. Cemetery

- a. Memorial headstone inscriptions requests, none at present.
- b. The current cemetery deeds were circulated.
- c. The landowner has made an offer for sale on the land adjacent to the cemetery, it was AGREED to contact planning to determine if change of use to a cemetery with access would be possible.
- d. The cemetery regulations were reviewed, any further comments to be sent to the Clerk.
- e. The current cemetery prices were reviewed it was AGREED for the Clerk to put together a proposal for reasonable increases and bring to next meeting.
- f. The Scribe quote for £189.00 set-up and £20.00 per month, for the cemetery software was APPROVED, PROPOSED Cllr S Welch, seconded Cllr A Osler.

Meeting Closed: 21:26

Signed:

Dated: