



All Councillors are hereby summoned to a meeting of Southery Parish Council to be held on Wednesday 12th February 2025 at 7.00 pm in the Southery Village Hall

Members of the Public and Press Welcome to Attend

Agenda published: 7th February 2025

Lolly Dawson
Parish Clerk & Responsible Financial Officer
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AGENDA

- 1. To accept apologies for absence**
- 2. To receive Declarations of Interest on Agenda Items and Dispensation Requests**
- 3. To consider any applications for the co-option of Parish Councillors**
- 4. Public Speaking**
 - a. Elliott Fisher, Site General Manager, British Sugar plc
 - b. Members of the Public
 - c. District & County Councillors
- 5. To approve the minutes of the Parish Council meeting held on 11th December 2024.**
- 6. To receive updates from previous minutes and consider any further actions**
 - a. Orchard Way Lighting Update.
 - b. Saplings and planting at the cemetery.
 - c. To receive an update on the bench and trees on recreation drive.
 - i. To receive the recommendation from the NCC Natural Environment Team, of 3 x Common Service Berry trees,
 - d. To note the Clerk attending cemetery training in January.
 - e. To receive an update on the A10 road safety.
 - f. Minute book binding update.
 - g. The garage and football club rental fees are in progress.
- 7. Finances**
 - a. To receive an accounts update.
 - b. To receive up-to-date bank reconciliations.
 - c. To approve payments and receipts, as presented and any additional payments received before the meeting.
 - d. To consider the grant application from Southery Academy, wraparound care provision project.
- 8. Planning**

- a. **To consider any planning applications received from Kings Lynn and West Norfolk Borough Council prior to the meeting:**
 - 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.
 - 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. **To note any planning decisions made by Kings Lynn and West Norfolk Borough Council:**
 - i. To note 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. To consider the implementation of a Staffing Committee.
 - i. To approve the Staffing Committee Terms of Reference
 - ii. To elect the members of the staffing committee
- b. To consider the creation of a Playground improvement Project Working Group
 - i. To consider the Playground Project Workings Groups Terms of Reference
 - ii. To elect the members of the Playground Project Working Group
- c. To consider a representative for a potential Southery Events Committee.

10. Highways

- a. To receive any quotes to replace or repair the Bus Shelter.
- b. To receive an update on highways reports. (Cllr I Goodwin)
 - i. To note that the highways technician will carry out an inspection of the Churchgate Street recent resurfacing project.
- c. To receive an update on the Speed Watch group, Local Police representative has been contacted.
- d. To consider the current SAM2 administration, clerk has clarified locations & obtained wires to download data.
- e. To consider at the A10 / Ferrybank junction and any potential planting.

11. Open Spaces

- a. **Werehen**
 - i. To receive quotes for mole catching at the Werehen. (Cllr C Edwards)
- b. **Playing Field**
 - i. To consider an update on the play area refurbishment and any potential funding.
 - ii. To consider playing field bookings, 28th June & 5th April 2025.

- iii. To consider repair of the garage window, volunteer available to brick, consider purchase of materials.
- c. To consider replacing the facias and re-painting the door of the garage. (Community Payback Project)
- d. **Streetlights**
 - i. To consider and approve the streetlight maintenance contract for 2025.
- e. To receive an update on the Community Payback Team projects and approve material costs.
- f. To receive Tree Survey quotes.
- g. To consider dog fouling in the village.
- h. To consider lighting the beacon for VE Day, 21:20 8th May 2025.

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

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.

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

- 15.** To receive correspondence regarding the closed Churchyard and consider any further actions.

16. Cemetery

- a. To approve any memorial headstone inscriptions requests.
- b. To receive the current cemetery deeds and consider any further actions.
- c. To receive information for the land adjacent to the cemetery.
- d. To review the cemetery regulations.
- e. To review the cemetery prices.
- f. To consider the Scribe quote for the cemetery software.