



All Councillors are hereby summoned to the Annual Parish Council meeting of Southery Parish Council to be held on Wednesday 25th June 2025 at 7.30 pm in The Village Hall, Ten Mile Bank, Station Road, Ten Mile Bank, Downham Market, PE38 0EP.
 Members of the Public and Press Welcome to Attend
 Agenda published: 20th June 2025

Lolly Dawson
 Parish Clerk & Responsible Financial Officer
 Email: parishclerk1@hotmail.co.uk
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AGENDA

- 1. To accept apologies for absence**
- 2. To consider any applications for the co-option of a Councillor for the 1 vacancy.**
- 3. To receive Declarations of Interest on Agenda Items and Dispensation Requests**
- 4. Public Speaking** (*3 minutes per person, a maximum of 15 minutes*)
 - a. Members of the Public
 - b. District & County Councillors
- 5. To approve the minutes of the Parish Council meeting held on 14th May 2025.**
- 6. To receive updates from previous minutes and consider any further actions**
 - a. VAT reclaim, still awaiting new VAT relief number to process 23/24 & 24/25.
 - b. Orchard Way Lighting Update.
 - c. The garage and football club rental fees are in progress.
 - d. Update on mole catching at the playing field.
- 7. Finances**
 - a. To receive an accounts update.
 - b. To receive up-to-date bank reconciliations, end of year 31.03.2025, 30.04.2025 & 31.05.2025.
 - c. To approve payments and receipts, as presented and any additional payments received before the meeting.

Company	Description	Net	Vat	Gross
Nurture	INV 365144 Grounds Maintenance May 2025	£617.67	£123.53	£741.20
K&M Lighting	INV 9390 Maintenance June 2025	£58.20	£11.64	£69.84
EON	1 st March – 31 st May 2025 electricity	£69.99	£3.00	£62.99
Screwfix	Paint & sand paper for payback projects (Refund Di Edwards)	£104.79	£20.96	£125.75
Thomas B	Paint, thinner & post mix for payback	£157.42	£31.48	£188.90

Bonnett	projects (Refund Di Edwards)			
Mr Sparkle	Invoice 3747, Sam2, dog bin and clear cemetery	£62.00	£0.00	£62.00
Ten Mile Bank	8 th April & 14 th May 2025	£22.50	£0.00	£22.50
Sonya Blythe	Internal Audit 24/25	£120.00	£0.00	£120.00
Peartree Bindery	Minutes Books	£360.00	£0.00	£360.00

- d. To consider and approve the quote of £80.00 to set mole traps at the recreation ground and £20 per mole caught.
- e. To receive and sign the annual CIL report for 24/25, to confirm £754.65 is allocated to the bus shelter replacement project and consider allocating the remaining £4860.26 to another suitable project, such as playing field car park. Information on CIL spending [HERE](#).

8. Planning

- a. **To consider any planning applications received from Kings Lynn and West Norfolk Borough Council prior to the meeting:**
 - i. 25/00943/AG, Agricultural Prior Notification: Sugar Beet pad extending to 36m2. Land at E563280 N294767, Feltwell Road, Southery.
- b. **To note any planning decisions made by Kings Lynn and West Norfolk Borough Council:**
 - i. 25/00001/PACU6, Prior notification for prior approval (Section 2, Part 3, Class R) – change of use of agricultural building to B8 storage. Manor Farm, Ferry Bank, Southery. Prior approval – Refused 30 May 2025. Delegated Decision.
 - ii. 25/00567/LDP, LAWFUL DEVELOPMENT CERTIFICATE -Proposal is for a new detached garage in the rear of the property and alter the current rear access to the garden to provide access to the garage from existing front driveway. 7 Hall Close Southery Downham Market. Decision: Would be lawful, 19 May 2025, Delegated Decision.
 - iii. 25/00014/TPO, 2/TPO/00351: T1 - Lime on driveway - reduce in height to 5m. Reason: evidence of basal decay. T2 - Large Horse-chestnut to the side of the house - Laterally reduce the overhang to the house by 2-3m. Reason: Proximity to building. T3 Willow in rear garden - Re-pollard to previous points. Reason: To maintain in the pollarded form. Northfield House 78 Lynn Road Southery. Decision: TPO Decision Consent, 19 May 2025, Delegated Decision.

9. Administration & Policies

- a. To consider the quote for implementing gov.uk domain name website and email addresses for Clerk & Councillors.
- b. To consider any further action regarding VJ Day 80th anniversary on 15th August 2025.
- c. To consider and adopt the Internal Controls Policy.

10. Highways

- a. To receive an update on highways reports. (Cllr I Goodwin)
- b. To consider and approve the SAM2 locations.

- c. To consider an application for Bus Shelter Improvement Plan (BSIP) via Norfolk County Council, for a new bus shelter. £8000 available.
- d. To receive a Streetlight update and consider any further actions.

11. Open Spaces

a. Playing Field

- i. To receive an update on the playground project.
 - 1. To receive an update on the climbing wall application.
- ii. Bookings
 - 1. To consider and adopt a recreation ground and pavilion hiring agreement and consider any costs.
 - 2. To consider any policies and risk assessments required for use of the pavilion and recreation ground.
 - 3. Southery Stars – Saturday 28th June (Cancer Research Fundraiser), Saturday 26th July, Wednesday 30th July & Thursday 21st August 2025.
 - 4. SWISH – Saturday 12th July 2025.
 - 5. GKAcademy – Sunday 27th July 2025.

12. Correspondence

- a. To note email update from Norfolk County Council regarding the Local Government Reorganisation.
- b. To receive correspondence from resident regarding speeding on Lynn Road.

13. Items of the next agenda

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

- a. Wednesday 9th July 2025, at 7pm, Parish Council Meeting.
- b. Wednesday 10th September 2025 at 7pm, Parish Council Meeting.

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. Cemetery

- a. To receive an update onto the pipe investigation.

16. Recreation Ground

- a. To discuss the current boundary.