

**SOUTHERY PARISH COUNCIL
Ordinary Meeting of the Parish Council
Wednesday 9 February 2022 at 7.00 pm
in the Southery Village Hall**

Present:

Cllr Crispin Copsey
Cllr Chris Edwards
Cllr Christine Feltwell (Presided as Chair)
Cllr Javey Osler
Cllr Roger Whitehead
Helen Richardson, Parish Clerk & Financial Responsible Person

In attendance:

Members of the Public: 2
Cllr Martin Storey, NCC County Councillor

01/22 To Approve a Councillor to Preside as Chair

RESOLVED: That Cllr Christine Feltwell be nominated and approved to preside over the meeting. (Cllr Chris Edward proposed, Cllr Crispin seconded, all were in favour)

02/22 To consider apologies for absence and To Approve Any Special Leave of Absence

That apologies be accepted from Cllr Alison Youngs and Cllr Annette Osler (due to personal reasons).

03/22 To receive Declarations of Interest on Agenda Items and Dispensation Requests

There were none.

04/22 To confirm as a correct record the Minutes of the Ordinary Meeting held on 8 December 2021 and to Note Matters Arising (Clerks Report)

Were agreed as a correct record

Parish Clerk and RFO Report (Matters Arising)

Play Area Flooring – CGM under health and safety matter sprayed the flooring on 11 December.

Play Area Inspection – This was done in February and the report is awaited.

Precept Request – The BCKLWN confirmed receipt of precept request on 15 December 2021.

Ringmore Road Streetlight Replacement – This was damaged by an unknown source; the Clerk asked the contractor to replace it under health and safety delegation at a cost were £320 ex VAT.

Allotments - A response was pending from Feltwell PC.

Church Ruins - Investigation of the safety and responsibility has been passed to the Ely of Diocese who confirmed on email they believed this to be the BCKLWN and would take actions required forward. They inspected the ruins, Heras fencing and trees and agreed for any residents to get in touch directly if they had concerns (being neighbouring properties for tree management).

Lions Court – They advised they would write a letter w/c 6 December to the resident to ask them to reinstate the ditch, the Clerk would update again in February.

Flood Light (new) Playing Field – The Contractor resolved an issue with the light on 25 November.

Streetlight at Hall Close - A light 9048 was reported at Hall Close, the contractor attended but it has a problem with the service and therefore they reported to UK Power Networks. This light has since been repaired.

Streetlight Lynn Road – New Column and Light – A car hit this streetlight on Tues 18 January 2022. The repair is on the February agenda for resolution.

FP10 (From Hall Close to Mill Lane) – The Right of Way Officer has agreed to arrange 'finger posts' to mark either end and in the middle of this public footpath to show that it belongs and is managed by NCC.

Wood Worm Treatment – The Clerk approved under health and safety delegation the purchase of wood worm treatment to a cost of £20 to treat the inside of the football hut roof.

Orchard Way – Streetlights and Adoption of Road – The road has yet to be adopted by Norfolk County Council Highways (this includes streetlights – they are not costed to the Parish Council). The Highways Agreements Manager emailed on 17 November to advise that there was a backlog due to staff leave but they were looking to clear it along with this one. They advised that they would get in touch with the developer and owner of the land to ascertain the current situation, but there was an issue with the streetlighting that had been installed. As a result, the NCC Street Lighting contractor will not accept them under the PFI contract between them and NCC. It is not possible for NCC to adopt lighting equipment in this case where it is then maintainable at public expense. Now all matters (including public liability) on the development remain the responsibility of the developer/owner. The Council will continue to keep in touch with Highways and residents should make their own enquiries with NCC and the developer to ask that they act. The owner/developer called the Clerk early January to advise that they were in contact with the NCC's Contractor Amey who had wished to charge £5k upfront to upgrade the lights to newer LEDs otherwise they will not adopt them. The developer agreed to

keep the Clerk up to date on progress with NCC. The Developer advised that NCC had suggested that the PC may agree to adopt the lights. The Council will await further update on NCC and Developer negotiations.

Pathway outside Orchard Way Entrance – Highways have advised that there was a 'kerb' that denotes the boundary within the verge area, and they have registered the section their side which is not considered highway. NCC confirmed that the landowner had not registered the path, but it was their land still as the maintenance of the estate still fell with them as developer until adopted and the path still has the adoption agreement over it which they have signed up to and which would give highways rights over the land.

Hump in Road outside Golden Meadow – The Highways Technician inspected and advised that there was a dip but not a hump, he spoke to the resident of this property who advised they had no concerns and no issues with noise just the condition of the road on the side they lived on.

Ferry Bank – Inspector checking ferry bank w/c 17 Jan, but it is believed work is already programmed with Cambridgeshire County Council.

Footpath Top of Feltwell Road – NCC Highways have confirmed in an email on 31 January that this part of the path near the Lynn Road Junction is on their programme to be patched and would be done so as soon as possible.

Toilet Block Door – The Goal Keeping Academy emailed the Clerk on 1st Feb to advise that the wooden door to the toilet block had been broken off which the coach had noticed the day before as possible vandalism, he would be arranging installation of the two metal doors previously discussed and he had decided to cover the cost of all the metal doors fitted himself free of charge to the Parish.

Feltwell Youth FC – The club had not played at Southery since before Christmas. The Clerk was arranging for the return of the football hut key.

Goal Keeping Academy – They had paid an invoice for electricity costs for use of the hut and playing field lights between 1st October and 31st December.

Planning Applications received between meetings

21/01319/F Change of use of land from car and commercial repair garage (including HGVs) to Car Repair Garage and siting of 20 shipping containers for rental as storage units at Bowles Vehicle Repairs 56 Campsey Road, Southery, PE38 0NQ. No comment returned on 05.01.22

21/02376/F 2 Storey Side Extension at 76 Feltwell Road, Southery, PE38 0NS. No comment returned on 11.01.22.

21/02434/F Retrospective extension to design studio at JD Signs, 9 Westgate Street, Southery, PE38 0PA. No comment returned 18.01.22

21/02384/F Change of use from agriculture to keeping of horses and erection of stables including mobile changing facility/kitchen (retrospective), land NE of Blackbank Farm, Black Bank Drove Southery. No comment returned on 18.01.22

21/02511/F Two storey rear and single storey rear extensions and new detached double garage following demolition of two existing garages, Flint House, Ferry Bank, Brandon creek, southery, PE38 0PW. No comment returned on 01.02.22

Planning Decisions

21/02089/F – 7 Feltwell Road, Southery, PE38 0NW – brick and block built double garage. Application permitted 15 December 2021 Delegated Decision.

21/02039/PART14 Potato Marketing Board Lynn Road, Southery, PE38 0HT. Prior approval for installation of roof mounted 528kW solar PV system comprising of 1392 x Canadian Solar 380W modules. Consent not required. 13 Jan 2022. Delegated Decision

21/01319/F Bowles Vehicles Repairs 56 Campsey Road, Southery – change of use of land from car and commercial repair garage (including HGVs) to Car Repair Garage and siting of 20 shipping containers for rental as storage units. Application permitted 26 Jan 2022, delegated decision.

05/22 To Note Any Councillors Concerns or items for next meeting and note forward work programme.

Cllr Martin Storey

- NCC was discussing its 2022/23 budget at a public meeting on 21st February at County Hall, there will be cuts to services.
- He has £10k to spend in his division regarding Highways projects. He meets with the Highways Manager regarding projects there are in his parishes and decide that way. Cllr Martin Storey agreed to discuss with the Highways Manager about using some funding with the PPF Fund which result was due end of the financial year.
- 2k of households had received Council tax support payments.
- Devolution was in discussion between NCC and BCKLWN
- £1k available within its parishes to spend on celebrations by end of February 2022, £200 per parish available.

Councillors' questions

- The Clerk agreed to report three streetlights.

- There was a Bridge that needed to be cut back, Cllr Crispin Copsey to advise the Clerk of the location.
- NCC dyke Ringmore Road and Campsey Road, came to clear the dyke three or weeks ago in this location but they had to stop due to a landowner requesting that they stop. The Clerk agreed to speak to Andrew Wallace about the situation and what was being done to complete the job. Believe that to resolve the issue it would be good to speak to the resident concerned.
- It was agreed to replace four dog bins that had gone missing because they appeared to have been stolen and ask the Village Caretaker to fit them.

06/22 To Note Works Completed in December/January and to Approve Any Handyman Work for February 2022 and Annual Review

RESOLVED: That work as presented on the Village Caretaker schedule for February be approved. (Cllr Crispin Copsey proposed, Cllr Christine Feltwell seconded, all were in favour).

07/22 To Discuss the Queen's Jubilee – June 2022 and Approve Any Actions or Costs

The Clerk agreed to discuss a beacon with Feltwell PC and what they were doing. It was agreed to have a beacon and bunting. The beacon would be lit on the Thursday at 9.45 am to start the weekend of celebrations. The Parish Council agreed to arrange to meet with the WI to help with a programme of events.

08/22 To Approve Grounds Maintenance Contract Document

RESOLVED: That the Grounds Maintenance Contract Document as presented be approved. All were in favour.

09/22 To Approve a Quote to Cut Walnut Tree as Per Survey

A local contractor agreed to assist with the work required.

10/22 To Approve Storage of Goal Keeping Academy Goals within Heras Fencing Enclosure Next to Football Hut on Playing Field

RESOLVED: That installation of Heras fencing by the Goal Keeping Academy on the playing field be approved. (Cllr Christine Feltwell proposed, Cllr Javey Osler seconded, all were in favour).

11/22 To Approve Cost to Replace Floodlight on Playing Field

RESOLVED: That a cost of £320 plus VAT be approved to replace a broken playing field flood light. (Cllr Christine Feltwell proposed, Cllr Chris Edwards seconded, all were in favour).

12/22 To Approve Streetlighting Contractor from February 2022 – 2025

The Council had received three quotes for a streetlighting maintenance contract. The current contractor was very efficient and did a good job.

RESOLVED: That the current Streetlighting Contractor be approved for a three-year contract from February 2022 to February 2025. (Cllr Christine Feltwell proposed, Cllr Crispin Copsey seconded, all were in favour).

13/22 To Approve Replacement of Damaged Streetlight Column and Light on Ugate Street

RESOLVED: That an Insurance Claim be actioned to repair the damaged streetlight column and light fitting on Ugate Street costing £125. (Cllr Christine Feltwell proposed, Cllr Roger Whitehead seconded, all were in favour).

14/22 To Approve Upgrade of All Remaining Parish Council Owned Streetlights in Southery to LED

RESOLVED: That the remaining 12 streetlights be replaced and upgraded to LED lights by the current Streetlighting Contractor until all are actioned. (Cllr Christine Feltwell proposed, Cllr Crispin Copsey seconded, all were in favour).

15/22 To Approve Internal Auditor for 2021/22 Accounts

RESOLVED: That the Internal Auditor be approved at a cost of £50 for the 2021/22 accounts. (Cllr Christine Feltwell proposed, Cllr Crispin Copsey seconded, all were in favour).

16/22 To Discuss Fencing within the Cemetery

It was agreed to defer until the Council mark the location of the pipe on the ground.

17/22 To Adopt a New Southery Cemetery Regulation Document

This was deferred for approval and the Clerk agreed to bring hard copies of the proposed document for the Council's review at the next meeting. The Clerk agreed to review the EROB's that were issued with a 10-year use.

18/22 To Approve Register of Decisions of Decisions Made on Email

- a) That no burials can take place on the extended land until further notice due to safety concerns.**

RESOLVED: That no burials can take place on the extended land until further notice due to safety concerns. (Cllr Christine Feltwell proposed, Cllr Crispin Copsey seconded, all were in favour).

19/22 To Approve payments

Payee		Net	VAT	Gross
Clerks	Wages and expenses - Dec 2021	283.42	0.00	283.42
PAYE HMRC	Dec Payment	59.80	0.00	59.80
Clerk	Wages and expenses - Dec 2021	295.41	0.00	295.41
PAYE HMRC	Jan Payment	59.80	0.00	59.80
Handyman and expenses	Dec and Jan - empty dog bin, move SAM2 twice	60.00	0.00	60.00
CGM	October 2021 Grass Cutting	624.10	124.82	\$748.92
Thomas B Bonnetts	Bin Bags	2.42	0.48	\$2.90
K&M Streetlighting	Monthly maintenance fee Jan 2022	56.08	11.21	67.29
K&M Streetlighting	Replacement of Light broken - Ringmore Road	320.00	64.00	384.00
Satchwell Builders	Football Hut Roof Refurbishment	3980.00	796.00	4,776.00
Anglian Water	Cemetery	9.61	0.00	9.61
EON (Npower) (Direct Debit)	Streetlights Dec 21	435.47	87.09	522.56
EON (energy used to be reclaimed from two users of the field)	Football Hut Electric	69.34	3.47	72.81
ICO (Direct Debit)	Annual Fee	35.00	0.00	35.00
Total		6290.45	1087.07	7377.52

As at 4th Jan 2022 **Treasurers Account** 18,804.55

As at 19th Jan 2022 **Business Account** 24,868.70

RESOLVED: That payments be approved as presented. (Cllr Chris Edwards proposed, Cllr Crispin Copsey, all were in favour).

20/22 Date of next meeting – Wednesday 9 March 2022 at 7 pm in the Southery Village Hall
Noted.

Meeting Close 8.38 pm.