

Snettisham Parish Council

Minutes of Snettisham Parish Council Meeting held at 7pm on Tuesday **9 April 2024**
at the Memorial Hall, Snettisham,

Present: Cllr K Penty (in the chair)

Councillors: R Garwood, J Bailey, D Bocking, G Deverick, R MacKenzie, J Smith, M Harpley, J Penty, L Standevan, H Whyman-Nevah

Clerk: Roberta Mason

Also, present County & Borough Councillor Stuart Dark and 8 members of the public

349 Apologies for Absence

All Councillors being present, there were no apologies.

350 Declarations of Interest and dispensations

None Received

351 Public Participation

J Barrett from Snettisham Royal British legion gave a brief talk about the 100th Anniversary of Snettisham British Legion and events planned to commemorate this anniversary. There were no other questions from the other members of the public.

352 Minutes of the Council meeting held on Tuesday 12 March 2024

The minutes were signed by the Chair as a true and accurate record of the meeting after it was noted an amendment was required, regarding the correct spelling of Cllr Whyman-Nevah's surname at items 342.

353 Clerks report and progress on any matters arising from previous meetings.

The clerk gave an update on the street lighting issue at Teal Close and confirmed that the lamp had now been replaced by a new local contractor who had provided a very efficient and cost-effective solution for us. It was noted that the invoice was very competitive compared to the other quotes we had been given. There was a discussion as to whether this contractor also did maintenance. The clerk confirmed enquiries were already underway.

The clerk reported that efforts had been made to contact the proprietor of Reeseys' ice cream who are regularly appearing in the marketplace on a Wednesday evening. The clerk had already emailed the proprietor, but no response had yet been received. It was agreed a further email should be sent to try and reach some form of agreement with the proprietor.

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The clerk queried if there was any outstanding action required in relation to item at 341 in the previous minutes relating to a request to remove a Salt Bin at Coal yard close. There was a brief discussion regarding all salt bins in the village. It was agreed that the clerk would speak to Damien Jeffries at highways Dept to establish a clear position on whether we are obliged to have salt bins.

The clerk advised that the Allotment Association had been invoiced and a cheque received for the rent.

354 Norfolk County Council & Borough Council reports By Cllr Stuart Dark

Cllr Dark give an update on the flooding situation at Common Rd. He thanked the Ken Hill Estate for their work during the flooding. Cllr Dark confirmed that Highways has agreed to the provision of additional drains and gullies which will be funded from his local members fund at a cost of approximately £3500. This will come out of his next year's budget.

Cllr Dark also confirmed that they will be moving the traffic island on the A149 bypass to a better location, which would also be funded.

Cllr Dark talked about the minimum income guarantee being altered which would have a significant impact on some of the disabled residents in the county. He confirmed that there would be a consultation until the middle of May involving community consultations.

Cllr Dark also mentioned that he has a members' fund budget available to support environmental schemes and for other uses. David Bocking asked if it was possible for funding to alter the inscription on the village beacon. The cost would be approximately £100. Cllr Dark confirmed that he would look at funding that expenditure.

Cllr Dark also gave an update regarding the work by the Environment Agency at the shingle ridge. He confirmed that a consultation meeting had been delayed due to a survey report that was still awaited by engineers. He referred to previous reports which essentially indicates that the environment agency's policy would be to hold the line rather than to commit to any further sea defences. There was general discussion about the lack of consultation with the community and landowners. Ken Hill estate has not had contact with the Environment Agency. A meeting is to be held in Hunstanton at the end of May by the Wash East coast Management Strategy Forum.

Cllr David Bocking said he would be attending the next forum meeting. There was a consensus in the room that the Village needed to have a say to try and protect our community. There was a suggestion within the room that a Freedom of Information request could be put to the Environment Agency to seek out more information.

The Chair thanked Cllr Dark for undertaking all reports.

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355 Finance

The clerk produced receipts and the payments list for the months of March and April. The payments were duly approved by the counsellors and the payments lists signed by the chairman.

The clerk reported that access to the banking was still presenting difficulties due to delays by Barclays processing the request to change the bank mandate and online banking for the clerk. Also, the locum clerk was on holiday, and it had not yet been possible to discuss some invoices. Consequently, it had not been possible to do a bank reconciliation. The clerk would endeavour to produce year end reports, bank reconciliations and bank statements to council as soon as possible.

The clerk advised that work on the financial year end and annual governance audit was already underway and sought approval from the council to instruct the internal auditor Sarah Hunt. Sarah Hunt had undertaken last year's audit. Sarah Hunt's quotation had been circulated and her appointment was duly approved by all. KP proposed and JS seconded.

CTS Alarms -The contract with CTS (details which had been circulated) had now expired. This is a 1-year maintenance and callout contract. The clerk reported CTS are a local Kings Lynn firm and have provided a good service. Renewal of their contract was duly approved by all.

Sponsorship There was a discussion to consider request for sponsorship at a local primary school sports event. The request came from the Smithdon Cluster Sports Council. It was generally felt that we needed to support the local primary school and a proposal of £200 sponsorship was proposed by Cllr George Deverick and seconded by Cllr Hannah Whyman-Naveh.

356 Flooding

Dominic Buscall from Ken Hill Estate formally addressed the council regarding the maintenance required to clear the dyke adjacent to the memorial playing field. Cllr Penty asked Mr Buscall to confirm the costs. Mr Buscall did not have exact figures, but it was estimated that this would be a three-figure sum. There was then a discussion about the ownership of the dyke concerned. Mr Buscall advanced that Ken Hill Estate own the land on one side of the dyke and it was usual for the adjacent landowner to pay for their half to be cleared. There was a question over whether this was owned by the Memorial Hall Trust. Parish council do not own the land. It was agreed by all that further investigations were needed to ascertain ownership. Cllr Penty also asked Mr Buscall whether Ken Hill Estate intended to clear the hedges on the pathway known as Watery Lane. Mr Buscall said that the council only needed to ask, and the matter would be placed on their maintenance list.

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The Flood management Conference in Dereham May 2024. Counsellors Julie Smith and Lynda Standeven both expressed an interest in attending the conference on the basis that the places were complimentary places. It was agreed that the clerk would clarify as there appeared some ambiguity.

357 Amenities Committee

There was a discussion as to whether there were any further requirements for the Amenities committee. All agreed, because every counsellor was on the committee, and yet the committee required the approval of the full council, it seemed fruitless having two meetings with separate agendas and minutes. It was agreed to formally close the amenities committee. Proposer Cllr Julie Smith, seconded by Cllr David Bocking. It was resolved to close the Amenities Committee.

Fence prices

Cllr Jacqui Penty confirmed a meeting the following week regarding fence prices. It was noted that the previous quotes given were untenable at approximately £17,000. Therefore, it was decided that the fence would be repaired and painted.

Playground inspections

The clerk reported the playground inspections were taking place weekly and that formal inspection records were completed. However, it was noted that we require someone to undertake inspections to cover holiday periods. Cllr K Penty offered to undertake the inspections in holiday periods everyone agreed.

Request for a new bench at Shelduck communal space. Emails from the community group at the Shelduck community garden had been circulated. It was noted that there had been quite a few requests for new benches and that the present budget did not have capacity for so many requests. However there was a general feeling that the community group should be supported given all the work they had done to make the space a nice communal space (painting fences planting bulbs etc) Therefore it was agreed that we would undertake an audit of all the benches in the village, and see which ones were being utilised and look at recycling and moving benches where possible. Cllr K Penty agreed to undertake the audit within the next week. The clerk would report back to the residents on that basis.

Request for a further dog poo in at the common. There was a lengthy discussion regarding the provision of dog poo bins within the village. It was noted that they are expensive to purchase and expensive to empty as we pay maintenance contract to the Borough Council. It was noted that the bin at the common is always overflowing. It was agreed that an audit of all the dog poo bins within the village is undertaken as soon as possible with a view to seeing whether further bins need buying, or whether some bins can be, moved or recycled. It was noted that a couple of bins which are out of use, could be renovated and recycled. Councillor K Penty agreed to undertake the audit within the next week. It was agreed the clerk would respond to the residents on that basis.

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It was suggested that a map of the village showing all the benches and dog poo bins would be helpful and to ensure that our asset list is up to date. Cllr K Penty agreed to source a map for the audit.

358 Traffic

Hall Road -There was a discussion regarding the problems experienced by the residents of Hall Road, in the centre of the village. It had been reported that many vehicles are driving the wrong way down the one-way street and failing to heed the road signs. The residents feel that the situation is dangerous. An email and photographs had been circulated to the counsellors. All agreed that this requires some discussion with Highways to look for possible solutions. Agreed to refer the matter to the highways engineer at Norfolk County Council. It was agreed the clerk would make contact.

St Mary's crossroads has become an accident black spot with several recent accidents occurring. It was felt by all that advice is needed from the highways engineer as to possible solutions. The clerk is to contact Highways.

Plan of action for Sam2 traffic signs

All agreed that we should be utilising the unit to monitor speed within the village. Historically, there had been difficulties with the equipment. Cllr G Deverick suggested two volunteers within the village were happy to take charge of the equipment. Cllr Deverick said that he would give details to the clerk. It was also agreed that the clerk would speak to Damien Jeffries at highways for any advice on how to download data from the Sam2 unit.

Traffic Group

There was a discussion regarding the traffic group. It was noted that it had not been active for some time. It was felt that some of the volunteers on the group had not worked cohesively and it was felt, there was no real benefit to be gained by reactivating the group.

359 Streetlighting

The clerk reported that enquiries were already underway regarding the provision of a new street lighting energy provider. It was felt that the current contract was not working that well. The clerk will continue to look at other options.

The clerk is already in discussions regarding new contracts for maintenance of the streetlighting. Further information is required, and further details are to follow. The clerk informed she had just received a further email from our current maintenance contractor that two further lamps have broken and required full replacement. The costs appeared high compared to a recent repair at Teal close completed by an alternative contractor. The clerk therefore sought authority to instruct the alternative contractor to repair the two lamps on the basis the costs would be the same as those charged for Teal close. This was duly approved. The proposer was Cllr R Mackenzie and seconded by Cllr J Penty.

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360 RSPB

Details of the request for a letter of support from the council had been circulated along with photographs and maps. It was noted that the provision of the toilet is for a public toilet at the RSPB reserve. It was clarified that the RSPB are not looking for funding, but support for the project only. All in agreement to support the RSPB with this request.

361 Planning

Applications

Planning Application Consultation 24/00551/LB

An application had been circulated immediately before the meeting (at time of the agenda preparation non-had been received)

The planning proposal for the alterations at the Coach House in Snettisham were discussed and it was agreed to send our comments to support the application.

Determinations

23/02069/F	28 Common Road Snettisham King's Lynn Norfolk PE31 7PE - <i>Demolition of existing disused retail unit and construction of new dwelling</i>	Application Refused By Borough Council 12 March 2024 Delegated Decision
24/00208/F	Williams 21D Manor Lane Snettisham KINGS LYNN Norfolk PE31 7NH - <i>Loft conversion to provide extra bedroom with en-suite, enclosed porch replacing open porch, new boundary wall replacing overgrown conifer hedge.</i>	Application Permitted By Borough Council 26 March 2024 Delegated Decision

Re: 3/01819/F - Snettisham Deer Park planning application

The clerk gave a brief update on the correspondence received from the planning authority in relation to the Snettisham Deer Park which had come before the planning committee today. Cllr H Wyman-Nevah confirmed that the planning application had been approved.

362 Grass Cutting Contracts

Both the contracts were discussed. All in agreement that the contracts were working adequately, and it was resolved to renew both with the current contractors.

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363 Farmers market

Cllr H Wyman -Nevah is leading this project and has already been in contact with various providers to establish whether there would be some interest in supporting a Friday Market. It was felt that there is further work needed to establish the number of stalls that could be accommodated and to work out a practical plan over the street parking. Cllr Whyman-Nevah to continue formulating plans.

364 TROD

There was a long discussion over the Trod. It was felt by some that the Trod had been a very expensive project and there were concerns about long-term maintenance costs. However, it was felt that there was some uncertainty as to our financial obligations to the project. The clerk was asked to Highways at Norfolk CC to clarify the position.

365 Wildfowl at Common Road West

There was a discussion regarding the presence of the feral chickens at Common Road West. It was noted that members of the public throw all sorts of food down for the chickens. This is causing a rodent problem which is potentially a health hazard. There was a discussion as whether the chickens could be removed and placed onto adjacent land. However, there was uncertainty as to ownership of that land and ownership of the chickens. It was noted that some of the chickens had had their wings clipped suggesting that they had been left there by others recently. There was no clear position on who owned the chickens. It was agreed that specialist advice was required. Further enquiries could be made with the Fresh Start Chicken rehoming charity, who had helped previously.

DEFRA had been approached previously but had not been helpful. However, with the increase in Avian flu and the need to register chickens, it was felt this may have now changed. Further investigations are required.

366 Public Participation

Several members of the public expressed thanks to the Council for improvements to the website. Several expressed their view that a Friday Market would be a great asset to the Village. The chairman also asked members of the public for their preference for a meeting time. There was a difference of opinion, but it was agreed to revert to 6:00 PM starts.

367 Correspondence

The clerk advised that last minute correspondence had been received to request permission to place a skip on the Marketplace by on behalf of the Care Home at 4a Marketplace. and it was agreed by all (Cllr J Bailey did not vote) to give permission.

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368 Dates of Next Meeting

Next Council Meeting is the Annual Meeting and will be Tuesday 14 May 2024 at 6pm Memorial Hall

Cllrs resolved to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 S1(2)

Village Cleaner

The clerk feels that the provision of a mobile phone for the cleaner would be appropriate as she is a lone worker and works very early hours often during darkness. A cost-effective sim only contract could be provided. All agreed on health and safety grounds, that a mobile phone should be provided to the cleaner. Cllr Deverick said he had a mobile phone that could be utilised. The clerk to look at a sim only contract.

Parish Clerk

There was a discussion regarding the confusion over the terms and conditions offered to the new clerk. The terms had differed significantly to the position that was advertised. There was a discussion, and it was agreed by all, that the clerk's rate of pay would be based on the agreed National Association of Local Council pay scales at SC2(29-32) and that a local government pension scheme would be offered. The clerk would commence on LC2 29. It was further agreed that a contract of employment would now be drawn up for approval by the Council.

With no further business the meeting was closed by the Chair at 9.30pm.