

Snettisham Parish Council

Minutes of Snettisham Parish Council Meeting held at 6pm on Tuesday **10 December 2024** at the Memorial Hall, Snettisham.

Present: Cllr Hannah Whyman-Naveh (Vice- Chair)

Councillors; J Bailey, D Bocking, L Standeven, R Garwood, R MacKenzie, M Harpley

Clerk: Roberta Mason

Also present: 15 members of the public & Edward Stanton (Pavilion Steering Committee) and Cllr Stuart Dark

107 Apologies and consideration of acceptance for absence

Cllr Julie Smith and Cllr G Deverick

108 Members' declarations of interest

None

**109 Norfolk County Councillor Stuart Dark
BCKLWN District Councillor Stuart Dark**

Counsellor Dark made reference to the county deal and said that matters had all changed due to the new government. Negotiations with the government continue.

Councillor Dark made reference to the changes at the recycling centre and indicated that this was an attempt to keep the centre open, and moderate traffic flow.

Councillor Dark talked about the planned work at common road to alleviate flooding and the successful funding application that had been made to the Norfolk Flood Alliance, to fund the work.

Councillor Dark mentioned that he had spoken to the highways team about the village gateways and that a cost of approximately £6000 per gateway, had been indicated.

Council Dark spoke about ongoing work with the Sandringham estate to try and address some of the concerns of local residents.

Councillor Dark once again thanked all the Council members in their role as volunteers for the village.

Councillor Dark explained that £1000 of his community fund had been used to fund projects at the Snettisham Church, the Royal British Legion and a local mental health project.

110 Public Participation - Any member of the public attending the meeting may speak and address the Council, on any item of parish business not already on the agenda. Maximum 3 minutes per speaker and 15 minutes in total for all speakers.

Edward Stanton thanked Cllr Stuart Dark for all of his work on the pavilion steering committee.

Cllr Dark then left the meeting

Cllr Whyman- Naveh explained to the meeting that Edward Stanton (ES) had been invited to the meeting to give Councillors an update on the pavilion project. There would be an extension of the 15 public session agenda item, to deal with this. 15 Minutes was allocated for ES and 15 Minutes for Counsellors questions and any questions from members of the public.

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ES gave a history of the pavilion and the project to renovate and improve the facility. ES indicated that £380,000 had been raised so far. ES said that this is approximately £10,500 per month since the project started. ES explained that Jonathan Fordham would now be taking over the fund raising role, from Stuart Dark, who has now resigned from the Steering Committee. ES explained that Stephen Sharpe is the architect behind the project. ES confirmed that 5 tenders were invited, but ultimately only 3 submitted tenders received. He indicated that the tenders had been opened by Richard Eke a quantity surveyor. 2 of the tenders were roughly the same in overall price, and 1 was considerably less. ES indicated that the successful tender was ALC from Ingoldisthorpe. ES explained that they are working with a ALC on some modifications to the plans, to bring the project in line with the budget of £500K. ES indicated that they are hoping to commence work on the project in January 2025. ES spoke about an asbestos problem in the building and that some of the drains needed further exploration. He indicated that the asbestos work cost approximately £5000. ES referred to the ongoing difficulties and uncertainty over VAT and indicated the VAT will remain an obstacle.

ES was asked by Councillors, who the other tenders were submitted by. ES was unable to recall names. ES was asked by Councillors if there was a business plan to run the pavilion after it was complete and could the council view it. ES confirmed that the steering committee are working with Community Action Norfolk to produce a business plan and there is a meeting next week. It was requested that Councillors be permitted to look at the business plan once approved.

A member of the public made reference to the fact that a previous proposal, (that Trustees of the Memorial Hall and the Parish Council work in partnership to overcome some of the VAT difficulties), had previously been rejected by the Memorial Hall Trustees.

Another member of the Public said that they would like to thank ES and the steering committee for all the hard work that they had put into the project so far.

There was a suggestion from the floor that the Parish Council put together a list of written questions for the steering committee to answer. It was agreed by all that this was a good way to proceed.

A member of the public also raised the issue of the role of two parish councillors on the steering committee and that it appeared that there was some ambiguity as to their role. It was agreed that a way forward, was for this subject to be put on the agenda for the Parish Council to debate /clarify.

ES was thanked by the Chair for his update.
ES and approx. 12 members of the public then left the meeting

111 Minutes

The draft minutes for 12 November 2024 were accepted as a true record and signed by the Chair Cllr Hannah Whyman-Naveh

112 Finance

112.1 To receive bank reconciliation for the end of November 2024 and note bank balances

Bank reconciliation statements from the accounts, which agreed numerically with the banking statements, had been circulated.

The current account balance at 30 November 2024: £551.08
The premium account balance at 30 November 2024: £259,519.99

112.2 To consider and approve the circulated payments and receipts list, plus any additional payments circulated by the Clerk prior to the meeting.

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PAYMENTS LIST December 2024					
DIRECT DEBITS			Net	VAT	Gross
3 Mobile Phone (monthly)	DD	£	6.00	£ 1.20	£ 7.20
ECS Computers (monthly)	DD	£	96.65	£ 19.33	£ 115.98
Parabis Leasing (Printer)- Quarterly inv 22.11.2024	DD	£	202.76	£ 40.55	£ 243.31
Tomato Energy (Office Electric)	DD	£	236.01	£ 11.80	£ 247.81
Wave- Allotments Water invoice	DD	£	50.42	£ -	£ 50.42
BT	DD	£	91.80	£ 18.36	£ 110.16
PAYMENTS (to be approved)					
	Payment Type				
Salaries, NI, PAYE & Pension payments	bacs	£	2,571.35	£ -	£ 2,571.35
EE Mobile phone SIM only contract	bacs	£	7.00	£ 1.40	£ 8.40
Office Cleaner	bacs	£	55.00	£ -	£ 55.00
Gaywood Valley Conservation Group inv	bacs	£	190.00	£ -	£ 190.00
Flights of Fantasy Wild Deck Company	bacs	£	22,902.75	£ 4,580.55	£ 27,483.30
Parking & Mileage £2.90 + £10.80 (24 miles @£0.45 per mile)	bacs	£	13.70	£ -	£ 13.70
TBH Tree Care Inv 2475 27.11.2024	bacs	£	150.00	£ -	£ 150.00
Christmas Tree Invoice	bacs	£	320.00	£ -	£ 320.00
PG&M Ltd (Gardening) INV 2359 4.12.2024	bacs	£	135.00	£ 27.00	£ 162.00
Heronwood landscapes (Grass cutting)	bacs	£	123.78	£ -	£ 123.78
ABC Invoice 30.11.2024 (removal of bins Lodge Walk Play Area)	bacs	£	75.00	£ -	£ 75.00
£ -	£ -	£	27,227.22	£ 4,700.19	£ 31,927.41
Income Recieved					
Allotment Association Water	Chq	£	50.42	£ -	£ 50.42
Bank Interest	bacs	£	1,021.82	£ -	£ 1,021.82
Alford Storage	bacs	£	4.00	0	4
					£ 1,076.24

The payments list having been circulated. There was a discussion as to the final invoice payment for the Play Area upgrade, being the most significant invoice on the payments list. All were in favour of the payment to be made. The remaining payments were agreed by all, and signed by the Chair Cllr Hannah Whyman- Naveh

112.3 To consider quotes for work on the Parish Office

This was deferred as further quotes were awaited.

112.4 To consider estimate for fitting of bench at Shelduck Community Garden

Councillors agreed to proceed with the quote from ABC (Andrew Crook) for the fitting of the re-cycled bench. Cllr L Standeven proposer and Cllr R Mackenzie seconded.

112.5 To consider a quote for computer equipment and IT support costs from ECS

The quotes were for a PC for the new Admin Assistant (once appointed) and for replacement PC and laptop for the Clerk next year, when the old equipment requires replacement due to Microsoft no longer supporting windows 10. Both quotes from ECS were approved. Cllr R Mackenzie proposer and Cllr M Harpley seconded. All in favour.

112.6 To approve further work at the Common by Gaywood Valley Conservation Group

Agreed by a majority vote- Proposer R Mackenzie, Seconded by Cllr Whyman-Naveh. Cllrs R Garwood and D Bocking objecting and asking for their objections to be noted.

112.7 To consider any further financial issues requiring a decision before the next meeting

None

113 Projects

Proposals for next year were as follows:-

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Village Gateways- In view of the costs referred to by Cllr Stuart Dark, via the Parish Partnership bid, it was agreed the Clerk would get quotes for purchasing and installing gateways direct and report back.

New Rostrum for Remembrance Service.

This was proposed by Cllr Mick Harpley, seconded by Cllr Rod Mackenzie- agreed by all. Clerk to look at options and quotes.

Trees

The clerk suggested in view of the fact that the village had lost the walnut tree in lodge walk, and the ash tree was due to be felled (due to ash die-back) in Lodge Walk too, that the planting of trees might be a further project consideration, especially in view of the Council's biodiversity policy. The clerk referred to the recent request for a tree to commemorate the lives for the 1953 flood victims. This proposal had been misunderstood slightly and Councillors now agreed, a tree and a commemorative plaque for the flood victims was now a viable project for Lodge Walk. All in favour.

Bench for Market Place Bus Stop (Bus shelter side)

This was suggested so people can sit at the actual bus stop. Cllr Standeven proposer- Seconded by Cllr Hannah Whyman-Nevah. Clerk to look at options and quotes.

Bus stops/ Shelters

There was a suggestion to improve both bus shelters and look at bus stop shelter/ furniture provision generally. Proposed By Cllr Standeven seconded by Cllr R Garwood.

Newsletter

There was a suggestion by Cllr Whyman-Naveh to start a basic Parish Council Newsletter, that deals only with Parish Council news. It was felt the Council does not want to compete with The Villager produced by the Church. All agreed.

Due to limited remaining time available, Councillors agreed to continue discussing other projects.

- 114 To consider Budget for 2025/2026** – New draft budgets had been circulated by the Clerk beforehand, but due to lack of remaining time available, it was agreed to revisit budgets at a working meeting in January (7th January 2025) and at the full Council meeting on 14 January 2025
- 115 Farmers Market- report** - Cllr Whyman- Nevah reported that administration/ communication with the vendors for the stalls had proved unexpectedly very difficult and time consuming. In the end and due to storm Darragh, Cllr Whyman-Nevah decided to call it off. It was agreed that the Admin for the Market would be passed to the Clerk and a booking form be utilised on the website. Discussion about the date for the next one. In view of the weather, Spring was agreed.

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116 Clerk's report and other correspondence

The Clerk read out correspondence from 2 Residents which were read out to the Council. One was from a second homeowner about what he perceived to be, deteriorating standards within the village and the introduction of the second home Council Tax Premium. He was disappointed the village survey had indicated that the majority of residents were against second homes. - Councillors noted the correspondence.

The second was from a resident about two willow trees blocking the footpath between the watermill and Lynn Road (referred to as "*foothpath 18*"). The resident was seeking Councils support to have the trees removed. It was noted that fallen trees on footpaths were a Highways matter to be dealt with by Norfolk County Council. The Clerk mentioned that footpath 18 was cropping up regularly in residents' emails for different reasons, some relating to the path narrowing despite the right of way. It was agreed that Cllr Garwood, would walk the footpath to take some photos and report back to the clerk.

117 Planning - To receive and consider planning applications and decisions received from the planning authority - Borough Council of Kings Lynn & west Norfolk.

24/02078/F

Single storey rear extension. at 1 Goose Green Road Snettisham
Discussed and support for the application, was agreed.

24/00020/F

New Artificial Cricket Wicket – Memorial Recreation Field
It was agreed that there would be "no comment".

118. Public participation - To allow for questions from members of the public on items discussed on the agenda at this meeting – maximum 10 minutes in total.

None

119. Date of next meeting

Next Full Council – The next meeting is Tuesday 14 January 2025, 6pm

Meeting closed at 8.50 pm