

Snettisham Parish Council

Minutes of Snettisham Parish Council Meeting held at 6pm on Tuesday **14 January 2025** at the Memorial Hall, Snettisham.

Present: Cllr J Smith (Chair)

Councillors; J Bailey, D Bocking H Whyman-Naveh, R Garwood, R MacKenzie, M Harpley, G Deverick

Clerk: Roberta Mason

Also present: 4 members of the public and Cllr Stuart Dark

120 Apologies and consideration of acceptance for absence

None – all present.

121 Members' declarations of interest

Cllr R Mackenzie declared an interest in item 7.2 on the agenda

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

Counsellor Dark mentioned the 6pm start was a little difficult for him due to the travel from Norwich, so it was agreed to move his reports, to a later item on the agenda for future meetings. Cllr Dark spoke of an extraordinary meeting of the County Council to discuss the Government's proposals for Local Government reform. He mentioned the proposals will see a new larger authority with Norfolk and Suffolk becoming one authority with a regional mayor. He said at the meeting all political parties had agreed to be "early adopters", in any reform. He mentioned due the proposals, there is talk of delaying the local elections next year, but not everyone agrees the elections should be delayed.

Cllr Dark talked about the flooding at Common Road again and said work on the gullies and drains, will finally start on 3 February 2025, with funding. There is a 5-day road closure planned.

Cllr Dark mentioned his members fund of approx. £11-12K resets in April 2025, although this is to be shared with the other villages in his division. He said he might be able to assist with some funding of village gateways (in conjunction with the Parish Partnership bid) and that the Parish Council might consider staging the gateways introduction over time.

Cllr J Smith asked Cllr Dark if the Parish Council would still be able to get funding to support village gateways from his members fund if the Parish Council chose to purchase the village gateways direct? Cllr Dark said he would find out if that was possible.

Cllr Dark also spoke of VE day and suggested that the Parish Council may also want to budget for VJ day as well, a little later in the year.

123 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.

A member of the public asked about the item on the agenda regarding Pavilion correspondence and if the public would be updated on the current position. The Clerk asked if it could be dealt with under item 7.3

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124 Minutes

The draft minutes for 10 December 2024 were accepted as a true record and signed by the Chair Cllr J Smith

125 Finance

125.1 To receive bank reconciliation for the end of December 2024 and note bank balances

Bank reconciliation reports from the accounts were received and it was noted that the reports agreed numerically with the bank statements.

Bank balances were noted as follows:

The current account balance on 31 December 2024: £500.00

The premium account balance on 31 December 2024: £228,924.98

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

PAYMENTS LIST January 2025					
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) inv 2.1.2025	DD	£ 277.84	£ 55.57	£ 333.41	
Tomato Energy (War Memorial Electric October) inv 16.12.2024	DD	£ 2.47	£ 0.12	£ 2.59	
Tomato Energy (War Memorial Electric November) inv 16.12.2024	DD	£ 3.27	£ 0.16	£ 3.43	
Tomato Energy (War Memorial Electric December) inv 2.1.2025	DD	£ 3.86	£ 0.19	£ 4.05	
Tomato Energy (Street light Electric Dec MPAN Ending 576) inv 10.1.2025	DD	£ 77.20	£ 3.86	£ 81.06	
Tomato Energy (Street light Electric Nov MPAN Ending 576) inv 10.1.2025	DD	£ 74.61	£ 3.73	£ 78.34	
Tomato Energy (Street light Electric Oct MPAN Ending 576) inv 10.1.2025	DD	£ 77.20	£ 3.86	£ 81.06	
Tomato Energy (Street light Electric Sept MPAN Ending 576) inv 10.1.2025	DD	£ 74.61	£ 3.73	£ 78.34	
Tomato Energy (Street light Electric Aug MPAN Ending 576) inv 10.1.2025	DD	£ 77.20	£ 3.86	£ 81.06	
Tomato Energy (Street light Electric July MPAN Ending 576) inv 10.1.2025	DD	£ 49.74	£ 2.49	£ 52.23	
PAYMENTS (to be approved)	Payment Type				
Salaries, NI, PAYE & Pension payments	bacs	£ 3,181.78	£ -	£ 3,181.78	
EE Mobile phone SIM only contract	bacs	£ 7.00	£ 1.40	£ 8.40	
Office Cleaner	bacs	£ 27.50	£ -	£ 27.50	
TBH Tree Care Inv 2475 27.11.2024	bacs	£ 400.00	£ -	£ 400.00	
Cozens uk Ltd inv 23.12.2024 (Teal Close Street Light)	bacs	£ 815.00	£ 163.00	£ 978.00	
Memorial Hall - Hall Hire (Nov & Dec)	bacs	£ 72.00	£ -	£ 72.00	
Anvil Engineering Invoice 16.12.2024	bacs	£ 678.00	£ 135.60	£ 813.60	
£ -	£ -	£ 6,204.69	£ 438.65	£ 6,643.34	

The payments list having been circulated. The payments were agreed by all, and signed by the Chair, Cllr J Smith

125.3 To consider and approve the Budget for 2025/2026.

A further updated draft budget had been circulated by the Clerk beforehand. It was agreed by all to accept the draft spending budget for 2025-2026 and other financial details as presented.

125.4 To consider and set the Parish Precept for 2025-2026

The Clerk had circulated various financial reports and options for the Precept prior to and during the meeting. The Clerk explained that due to the second homes premium introduced for the first time this year (by the Borough Council), that the tax base for the Parish has changed. Consequently, as a result of the second homes premium, if the Band D rate was to remain the same at £100.86, the village would benefit from additional precept, paid by those

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with second homes. Alternatively, if the amount of the precept was to remain the same as last year (£115,600), Council tax bills would be reduced. There was a consensus amongst Councillors who felt that due to inflation, which is still unstable and the general uncertainty ahead, it would fair to keep the band D Rate the same as last year at £100.86 and receive the increased precept of circa £125,843 (according to the Borough Councils website calculator). generated by second homes. All unanimously agreed to keep Band D at £100.86 and a precept of £125,843

126 Clerk's report and other correspondence

126.1 Trees at the Common

The Clerk gave an account of the recommendations by Norfolk Wildlife Trust (NWT) to remove approx. 7 trees at the common to help with the regeneration of the heather beds. It was noted the heather is a very rare lowland heath habitat, on the government's 'Priority Habitat Inventory' and that the Council have a duty to preserve habitats and promote biodiversity. Emails from NWT, photographs and emails to the Woodland Trust (sent by the clerk) had been circulated to Councillors for consideration ahead of the meeting. Removal of 3 beech trees, was considered a very sensitive issue. The remaining trees being Turkey Oak a non-native species was not objected to. Quotes from TBH tree care had been obtained in respect of the work required. The quotes had already been approved by Norfolk Wildlife Trust who agreed to pay 75% of the costs. It was agreed by all that this was welcomed and 25% of the TBH costs were approved, subject to the work going ahead.

Following a vigorous debate, there was a proposal to accept the recommendation of Norfolk Wildlife Trust, but only on the basis the Woodland Trust also concur with the advice to remove the trees. Proposer Cllr Deverick, seconded by Cllr Mackenzie. There was a split vote, with the casting vote by the chair in favour of the motion. Further information is awaited from the Woodland Trust before any action is to be taken.

126.2 Request for support from the Bowls Club

Clerk read a letter from the Excelsior Bowls club requesting financial support and support for their CIL funding application. It was agreed by all to send a formal letter of support for the Clubs CIL funding application and reconsider parish Council funding on receipt of more information as to costs and further quotes.

126.3 Snettisham Allotment Association - Clerk read an email from the Snettisham Allotment Association requesting financial support and support for their CIL funding application for a new Community Gardening Hub project. It was agreed by all to send a formal letter of support for the Association's CIL funding application, on the basis the Landlord's consent was obtained to proceed with the structure required for the project. It was further agreed to reconsider parish council funding on receipt of more information on who would run the project and on receipt of the landlord's necessary consents.

126.4 Teal Close Lamp Post damage- The clerk read out a letter from residents at Teal close about the Lamp post that had been knocked down in December. The Clerk reported the matter was the subject of an insurance claim and Councillors agreed to note the correspondence.

126.5 The Clerk read out a letter from Dominic Buscall to Councillors requesting a meeting to discuss various issues affecting the village. Councillors all agreed to instruct the Clerk to arrange a meeting on 18 February 2025.

126.6 The Clerk gave details of the costs of the Heras fencing for the Children's play area and the costs of rolling the new grass turf, once the weather permitted. All agreed the fencing and maintenance of the grass was necessary in view of the vandalism in December 2024. It was noted the removal of the fencing, and the additional works were entirely weather dependent, and the issue was subject to close monitoring.

126.7 The Clerk gave an update on the Sam2 unit and the response from Westcotech, who could not recycle the equipment. Further information was awaited from Highways as to whether the "Memo of Understanding" could be amended to reflect the fact that only 2 sites can be supported by volunteers currently.

126.8 Quotes from TBH Tree care that had just arrived were also considered as the tree work is required as soon as possible. It was agreed by all to proceed with the work to do the additional corn lift on 6 Lime trees on Lodge Walk, to stump grind the walnut tree and to

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remove a mature sycamore that is showing signs of disease (subject to approval by the Tree Officer) proposer Cllr Deverick. seconder Cllr Mackenzie

- 126.9 The Clerk read out a letter from the Highways Research Team who had asked if the Council hold any deeds to the Market Place. Highways were requesting copies. Councillors had no knowledge of old deeds and so the clerk was instructed to investigate.
- 126.10 The Clerk reported that in view of the recent bad weather the issue of the council grit bins had been reconsidered. The clerk reported Highways advice was to keep grit bins and that the bins simply needed inspecting properly, to see if the salt had developed a surface “crust” (typical due to the high molasses content) or if the salt needed complete removal and replenishment. Cllr Whyman-Nevah agreed to inspect the bins.
- 126.11 Memorial Hall Trust letter- The clerk read out a letter of concern from the memorial Hall Trust about the significant drainage problems on the playing field. The MHT felt damage may have occurred to the drainage pipes during work at the play area. There was a debate about the facts and the general consensus by all was that the significant amounts of rainfall; the generally high water table on the paying field; the propensity for rain water to drain in the general direction of the play area given the gradient of the field; the high level of the ditch at the eastern end of the field; and the fact that work was also carried out on the ditch using heavy equipment; that the position was far from clear. All agreed to wait and see if the position improved with the weather. To monitor the situation closely and in the interim the clerk was instructed to see if the manhole covers could be lifted in the play area to establish if water was flowing through the drains and secondly to investigate the costs of instructing a drainage company to advise.

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

Planning application [24/02218/F](#) for Sutton Lea Manor, Bircham road was considered and debated. The council had previously objected to this application based on road safety issues. The clerk was instructed to object to this application on the same basis

128. 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

129. Date of next meeting

Next Full Council – The next meeting is Tuesday 11 February 2025, 6pm

The meeting closed at 8.10 pm.