

SOUTH CREAKE PARISH COUNCIL

Minutes of the Parish Council Meeting of South Creake Parish Council held in the Memorial Pavilion on Monday 5th December, 2022, at 7.00pm.

Present: Councillors, P Abbey (Chair), T Allen, S Baldwin, R Chantree, P Collins, L Goodall, B Rosen, B Sexton, the Clerk, Sarah Harvey, Borough Councillor C Morley and four parishioners.

1. The Chair welcomed all those present to the meeting.
2. **Apologies**
None.
3. **Declarations of Interest on Agenda Items**
Cllr P Abbey declared a pecuniary interest in Agenda Item 10b, Finance.
4. **Minutes**
The Minutes of the meeting held on 7th November 2022 were PROPOSED by Cllr T Allen, SECONDED by Cllr B Sexton and APPROVED as a correct record of the proceedings and signed by the Chair, Cllr P Abbey.
5. **Parishioner's Questions and Statements**
Mr P Hart (Secretary, SCWMI Committee) in his absence had provided a written report regarding the Memorial Pavilion. Mr P Hart congratulated all those involved with the Christmas lighting that had been installed in and around the Pavilion. On Thursday the 8th, 15th and 22nd December between 2.15pm and 4.30pm there would be social afternoons held at the pavilion and transport was available to collect those who wished to attend. On Wednesday 14th December there would be a Christmas Coffee Morning held at 10.30am and a Bingo Evening at 7.30pm.
6. **Reports from County and Borough Councillors and Police**
Apologies for absence were received from County Councillor M Chenery of Horsburgh. It was noted that three emails had been received, NCC Member Briefing Christmas Appeal 2022, Members' Newsletter Issue 44 Dated 2 December 2022 and North & West Norfolk first to benefit from increased bus services.
Borough Councillor C Morley reported to the meeting that there was little activity to note on behalf of the Borough Council, there had been no members bulletin issued for the month of December. It was noted that 3% would be added to the Borough Council's budget for 2023/24 when the budget proposals were adopted by the Council in January 2023.
7. **Clerks Report:**
The Clerk went through her report and updated the Council on matters from the previous month.
Co-option procedure: the Clerk advised that in the likelihood that the Councillor vacancy remaining unfilled following January's meeting the BCKLWN had confirmed that the regulations did not set a time period for this to be filled– it just stated that a vacancy must be filled as soon as is 'practicable'. If the vacancy were to remain it was likely this may be filled by the local elections in May 2023.
LED streetlight on Church Lane, opposite the entrance to St Mary's: it was noted that the parts were on order and the new bracket and LED lantern would be installed in December.
Unity Trust Bank: it was confirmed that the signing mandate had been updated to include Cllr P Abbey and Cllr B Sexton removed.
8. **Open Spaces**
 - a. **SAM2 Speed Signs: To receive a data report from the SAM2 Signs:** the data was yet to be downloaded but would be circulated to Councillors during the course of the week.
 - b. **To receive an update regarding the Land Registry Title for the Playing Field and draft lease for land at Burnside:** the Clerk advised that Steve Rayner (Property Briefing Ltd) had been instructed to produce a Land Registry compliant plan on behalf of the Council for £295. He was to

liaise with Chris Taylor (Butcher Andrews) regarding access to Burnside to undertake the work and had been advised of the area in question that needed to be represented.

Chris Taylor (Butcher Andrews) was to prepare a draft lease, and this would be sent directly to Roger Taylor of Wellers Hedley for his review.

- b. **To consider an application to the CIL Infrastructure Fund and to agree a Parish Council contribution towards the safety surfacing project:** it was noted that the quotation accepted from Online Playgrounds to replace the safety surfacing underneath the play equipment should form part of an application to the CIL Infrastructure Fund for 2023. It was AGREED that funding would need to be identified towards 41% of the total cost of the project and the remainder would be sought from the CIL fund. It was AGREED that an application would be made to Jack's Lane Community Benefit Fund in 2023 to assist with the project cost.
Application criteria also stipulated that support from Local Elected Members (Ward Councillors), Community Groups, new/existing users and from County Council/Professional Bodies should be sought in order to support the application.
An application would therefore be prepared and submitted by the 1st August, 2023 deadline. Online Playgrounds were to review the quotation in the early new year in order to reflect any increases in pricing.
- c. **To approve the cost to carry out the play area and outdoor gym annual inspections:** it was AGREED that David Bracey (Play Safety Inspections) should undertake the inspections in April 2023 at a cost of £150 + VAT.
- d. **To approve a quotation to control the moles at the Play Area:** it was noted that L Fletcher Gardening Services had been instructed to deal with trapping the moles at the Play Area. It was AGREED to accept the charge of around £95.

9. Footway Lighting

- a. **To note any streetlights requiring attention:** It was noted that the streetlight 9011 outside no. 8 The Green required attention.
- b. **To receive quotations for a fixed term electricity contract for parish street lighting:** the Clerk advised that she continued to forward the monthly invoices from SSE to Indigo Swan so that they could monitor the market for the Council. Indigo Swan continued to advise that SSE out of contract rates were currently one of the best/most competitive on the market and that it would be unwise for them to place the Council in a contract where it would be more expensive than these variable rates.

10. Finance

- a. **To note accounts for payment under the Late Payments Interest Act (1998):** None.
- b. **To approve the accounts for payment (see below).**
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| • Paul Abbey Ltd (Shelving Unit for BT Telephone Box) | 480.00 |
| • P Abbey (Fluorescent tubes and starters for BT Telephone Box) | 15.00 |
| • P Abbey (Travel Expenses, King's Lynn-Walsingham Way Pilgrimage Project Meeting – Return travel to King's Lynn @ 0.45p per mile) | 20.25 |
| • S Harvey (Local Government Pay Review (Backdated pay effective from 1 April 2022) £12.95 increase to £13.96 per hour) | 35.35 |
- c. **To note the finances received during November 2022:** None.
- d. **To approve the November 2022 financial statement:** The financial statement for November 2022, were considered, approved and signed by the Chairman.
- e. **To note the Local Government, Pay Scales increase with effect from 1 April 2022 and agree to amend the standing order for Clerk's Salary from £12.95 per hour to £13.96 per hour at 4 hours per week:** noted and AGREED to amend the standing order for the Clerk's salary to reflect the new hourly rate.

11. Correspondence

To note any general correspondence received.

- a. **NCC, Review of Bus Services:** views, and/or feedback was being sought regarding Service 27 & 28: Creakes to Fakenham and Fakenham Town service: currently operating only on Tuesdays and Thursdays. It was noted that the Council were unsure how well used the service was as no data had been provided regarding usage. It was noted that one service a week (Thursday service) was

essential for those parishioners with no vehicular access to attend the market and carry out weekly shopping.

- b. **Email from Parishioner, Agricultural Vehicles, Avondale Road:** it was noted that more than one operator was using Avondale Road for different purposes. However, the comments were noted, and it was AGREED these would be passed on to the various operators.

12. Highways Matters

- a. **Matters reported to the Clerk prior to the meeting:**

Temporary Traffic Order affecting the B1355 Fakenham Road from its junction with U22320 Southgate Road for 30m westwards in the PARISH OF SOUTH CREAK because of Anglian Water ARV and isolation valve installation works. The road will be temporarily closed (except for access) from 19th to 21st December 2022 for the duration of the works expected to be about 3 days within the period.

Cllr B Sexton advised that the street name for Bluestone Road adjacent to the Old School was eligible and required replacing. The bench also opposite the Old School would be cleaned by the Cllr T Allen.

13. Planning

- a. **Planning applications received.**

SUPPORT

22/01978/LB & 22/01975/F - Widening of access from Burnham Road including part demolition and rebuilding of part front wall to improve visibility from access point. General repairs to roadside wall, landscaping garden area including enhanced parking and turning area to front of house. Addition of porch to front of house and extension to rear of house for boot room/rear entrance, extension to south elevation for conservatory, upgrading driveway surface areas, erection of new and replacement gates, general overhaul, and repairs to house and outbuilding including re-roofing.at Manor Farm 57 Burnham Road.

OBJECT

22/01246/LB - Listed building application for restoration of existing ROC Monitoring Post/Subterranean Bunker and erection of 5no self-contained holiday lets with associated parking and landscaping at WWII Observation Post Between Bloodgate Hill And London Lane.

- b. **To note applications approved/refused by Borough Planning Control.**

22/01629/LDP South Creake Bluestone Cottages 43 Bluestone Road South Creake Norfolk NR21 9LY - Lawful Development Certificate: Installation of 10 Solar panels on the west facing roof

Would be Lawful - 9 November 2022 - Delegated Decision

22/00329/CU South Creake Solitaire 14 Burnham Road South Creake Fakenham Norfolk NR21 9JF - Change of use From Self Contained Annexe to Single Residential Dwelling in its own right

Application Refused - 1 December 2022 - Delegated Decision

- c. **Street Naming and Numbering (SNN): Waterden, South Creak:** **To agree a letter of support for the proposed addresses:** it was noted that technically Waterden did not form part of South Creak, but a letter of support would be provided stating that South Creak was the nearest village.

14. Allotment Matters

- a. **To receive a report from the Allotment Subgroup:** None.
- b. **To consider any other matters (for information only):** Cllr P Collins reported that the pathway at Back Street allotments adjacent to the roadway had been cleared of rubbish and cut.

15. **To propose items for the Parish Council website:** None.

16. Parishioner's Participation

A parishioner commented on the height of the hedging following the hedge cutting that had taken place around the playing field.

Cllr P Abbey thanked all those who had been involved in installing the Christmas lighting.

Cllr P Collins noted that free table tennis taster sessions would be held on the 15th and 22nd December.

17. Date of next Parish Council meeting and any agenda items:

It was noted that the next meeting was to be held on Wednesday 11th January, 2023 at 7.00pm.

Meeting closed: 8.15 pm.

.....Chairman

.....Dated

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