

SOUTH CREAKE PARISH COUNCIL

Minutes of the Parish Council Meeting of South Creake Parish Council held in the Memorial Pavilion on Monday 6th of November 2023, from 7.00pm.

Present: Councillors, P Abbey (Chair), T Allen, J Amor, B Sexton, S Baldwin, P Collins, L Goodall, R Chantree, B Rosen and the Clerk, Caroline Boyden
Borough Councillor Chris Morley and County Councillor Michael de Chenery (part time)
Members of Public: 2

1. The Chair welcomed all those present to the meeting.
2. **Apologies: None**
3. **Declarations of Interest on Agenda Items: None.**
4. **Minutes**
The Minutes of the meeting held on 2nd of October 2023 were proposed by Cllr Abbey, seconded by Cllr Collins, and all in favour.
5. **Parishioner's Questions and Statements:**
Mr. P Hart (Secretary, SCWMI Committee) advised on the future events:
17th November from 7pm, Soup and Pudding Quiz Night @ £8 per person. Teams of six.
22nd November will be a Coffee Morning with a raffle supporting the Hillside Animal Sanctuary.
In the last 12 months, various charities and good causes have been supported raising £1780 including the local dementia group £125, Royal British Legion £222 and the 8.56 foundation £135.
2nd December from 15.00 to 17.30 will be the Christmas Light up which has been organised by Jackie and Rachel. There will be the tree blessing, followed by the light switch on. Crafts, raffle, tombola, mulled wine, and mince pies will be available. For further information call 07519 545403.
6. **Reports from County and Borough Councillors and Police:**
Borough Cllr C Morley advised that the Borough financial plan was due in November with an increase in fees and charges. The Government grant is not known as yet – Watch this space!
Biodiversity plans need to be in place for all Parish Councils and information due shortly via NALC.
The next round of CIL applications will be starting in December.
The Corporate Plan has been completed and more support will be available for children coming out of care regarding accommodation etc. A training plan to be set up for 16-24 year olds with low educational Standards i.e., literacy and numeracy, via CITB and the College of West Anglia.
A deal has been agreed to keep the Funfair (Mart) for the next 5 years.
Cllr Morley offered £400 from his community fund towards a new bench.

County Councillor M de Chenery advised that funding was available for highways projects i.e., SAM units/equipment, white gates, trods etc. He will forward the contact for trees to the clerk.
7. **Matters Arising** from the last meeting:
 - a. Wood carvings update – Cllr Allen advised that the carving of the dog is going ahead as a separate sculpture, and this was agreed by all present. It was decided that the bench should be included and costs of £1200 were approved.
 - b. The replacement trees were discussed, and it was agreed that we look to replace all 6. Cllr Goodall to obtain prices from Bartrums Trees and councillors to decide via email asap.
Funding from Cllr de Chenery could be available for the protective cages.

8. Open Spaces:

- a. SAM2 signs – data download to be available for the next meeting.
- b. Quotations for grounds maintenance 2024 – Clerk has requested 2 quotes.

9. Footway Lighting – no issues reported

10. Finance

- a. To approve the November (to date) payments – Proposed Cllr Abbey, seconded Cllr Collins including the Clerks quarterly expenses approved.
- b. To approve the October bank reconciliation, bank statements and payments/receipts – proposed Cllr Abbey, seconded Cllr Sexton and all in favour.
- c. To review the first draft of the budget for 24/25 – Cllr Abbey requested that all councillors review the draft especially regarding the reserves. The precept has to be agreed by the 31st of January 24.
Clerk to check on the reserves policy document. ACTION clerk

11. Correspondence:

- a. Clerks Report:
Main work during October has been spent on the draft budget/reserves following the half year review. Meeting dates for 2024 have been confirmed and are on the website.
The Grounds maintenance contract for 2024 – quotes have been requested from TTSR and another company.
Will attend the NCC budget consultation on the 16th of November.
- b. Items for the next newsletter – please advise the clerk. ACTION all
- c. Request for a donation from the West Norfolk Disability Service – to be added to the next agenda.

12. Highways Matters

- a. **Matters reported to the Clerk prior to the meeting:**
Damaged bridge at Front Street/Back Street junction. Clerk to send details to Highways.
ACTION clerk

13. Planning

- a. To consider plans at the time of publishing:
23/01453/F – alterations at 10 Front Street. It was decided that as the work is at the rear of the property and no objections are reported from immediate neighbours, we have no comment.
- b. To consider plans since publication of agenda: None
- c. To note any decisions since the last meeting: None
- d. To note applications approved/refused by Borough Planning Control: Appeal to refusal from Horseshoe Farm, Roman Road – alleged unoperational development.
- e. Planning Department Meeting – attended by Cllr Amor and the presentation slides have been sent to all councillors.

14. Allotment Matters

- To receive a report from the Allotment Subgroup:
- a. Clerk and Cllr Amor will be sending out a letter regarding unattended plots.
 - b. Clerk to obtain quote for a mini skip to clear rubbish. ACTION clerk
- The refuge will require some tidying up from our side.

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

16. Parishioner's Participation: None

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

It was noted that the next meeting was to be held on Monday 4th of December 2023 at 7.00pm.

Cllr Abbey advised he will be on holiday. Meeting closed: 8.24 pm.

APPROVED OCTOBER PAYMENTS/RECEIPTS

Date	Description	Supplier	VAT Type	Net	VAT	Total
02/10/2023	Receipt - Allotment Rent	JL Lavender	X	25.00		25.00
05/10/2023	Payment - Clerk's Salary	S L Harvey	X	-241.97		-241.97
12/10/2023	Payment - Grounds Maintenance	TTSR Limited	S	-976.76	-195.35	-1,172.11
12/10/2023	Payment - Tree Work	Tree Work & Surveys Ltd	S	-1,840.00	-368.00	-2,208.00
12/10/2023	Payment - PAYE/NI	HMRC	X	-57.60		-57.60
12/10/2023	Payment - Clerk's Salary	C Boyden	X	-230.83		-230.83
19/10/2023	Receipt - CIL Fund	Borough Council of King's Ly	X	14,745.20		14,745.20
25/10/2023	Payment - Play Area Upgrade	Online Playgrounds	S	-24,991.20	-4,998.24	-29,989.44
25/10/2023	Payment - Clerk's Salary	S L Harvey	X	241.97		241.97
26/10/2023	Receipt - Allotment Rent	A Ing	X	300.00		300.00
31/10/2023	Payment - Lighting Energy	SSE Scottish Hydro	L	-97.32	-4.87	-102.19
Total				-13,123.51	-5,566.46	-18,689.97