



# SOUTH CREAKE PARISH COUNCIL

Minutes of the Parish Council Meeting of South Creake Parish Council held in the Memorial Pavilion on Monday 15<sup>th</sup> of April 2024, from 7.00pm.

Present: Councillors, T Allen, J Amor, S Baldwin, P Collins, L Goodall, B Rosen, and B Sexton. Parish Clerk. .

Members of Public: 1

1. The Chair welcomed all those present to the meeting – Cllr Allen took over as Chair for this meeting and this was approved by all present.

2. **Apologies:** Cllrs Morley, Abbey, and Chantree

3. **Declarations of Interest on Agenda Items:** None.

#### 4. Minutes

The Minutes of the meeting held on 4<sup>th</sup> of March 2024 were proposed by Cllr Rosen, seconded by Cllr Sexton, and all in favour who were present at that meeting.

#### 5. Parishioner's Questions and Statements:

Pavilion report – the March coffee morning was well attended, and the raffle raised £107 for a local blind association group. The April coffee morning will be on Wednesday, 24<sup>th</sup> of April and the supported charity will be a local hospice.

The April Quiz night, with splendid soup, pudding and refreshments was thoroughly enjoyed by a lively well supporting group with many already booking for the next Quiz on Friday the 21<sup>st</sup> of June. It was pleasing that the new sound system was used to good effect on the evening.

#### 6. Reports from County and Borough Councillors

Cllr Morley sent a report which was read out by the clerk advising that he has to attend a meeting with Council Group Members regarding a leadership challenge. The Annual Plan is now on the borough council website as is the Gypsy and Traveller site document which goes to full council shortly.

Still trying to pin Anglian Water down for more support regarding flooding but not much joy at this time.

#### 7. Matters Arising:

a. Flooding – The Environment Agency have advised Weed Cutting - River weed is cut in specific locations to help water flow. This can help prevent flooding. We cut weed in a meandering pattern that follows the natural path of the river. This creates a clear way for water to flow and leaves habitat. Weed boats, amphibious machines and machines working from the bank are used for this work. Full details on the parish council website.

b. Wood carvings – Cllr Allen advised that the carving of the dog has been completed and images were shown. All in agreement that this was amazing.

**8. Open Spaces:**

a. SAM2 signs – Cllrs Sexton advised that a data download would take place soon.

**9. Footway/ Lighting** – no issues reported

**10. Finance**

a. To approve the April (to date) payments – Proposed Cllr Collins, seconded Cllr Baldwin, and all in favour.

b. To approve the March bank reconciliation, bank statements and payments/receipts – proposed Cllr Allen, seconded Cllr Collins, and all in favour. £41,813.34 in the bank accounts to 31.3.24

c. To approve the year-end financial review – discussed and approved by all present.

d. Santander account closure discussed, and Cllr Allen took the closure letter and will discuss with Sarah Harvey. ACTION: TA

e. The accounting statement on the AGAR and variance report discussed and upon receipt of the internal auditor's report, we can sign off at the May meeting. All details required have been sent to the internal auditor, J. Raby, who was confirmed. ACTION : clerk

**11. Correspondence:**

a. Clerks Report: Internal Audit and AGAR work completed to date. Issues with the electricity supply via SSE as the contract ran out and the broker had not arranged a new deal. Clerk continued to check for a new contract. ACTION: clerk

The website accessibility annual review to take place at a cost of £45.00

The playground annual inspection can now go ahead as the area is no longer flooded.

The insurance renewal is up for review.

ACTION: clerk

b. Items need for the next newsletter – new trees on the green, allotment payments, Spring Craft Fair and litter pick.

c. Trees on the Green will need watering very soon. Volunteers requested.

d. Reserved on the public highways, this has been confirmed as illegal by Highways and a letter signed for a property on Back Street which would be hand delivered tonight.

e. Beacon for events – decided not to go ahead with this.

f. Littler Pick suggestion has been received and request for volunteers to go on the newsletter. This would not be a parish council event.

**12. Highways Matters**

a. Damage to the drains has been completed but more to do with potholes causing serious problems especially on London Lane to Leicester Meadows as this road is now in very poor condition. Clerk to contact Highways. ACTION: clerk

**13. Planning**

a. To consider new applications at the time of publishing: NONE

b. To note application decisions:

**22/02148/NMA\_1|NON-MATERIAL AMENDMENT TO PLANNING PERMISSION 22/02148/F: Single storey rear extension (replacing existing garden room)| **Riverside Cottage 14****

**Fakenham Road South Creake Fakenham Norfolk NR21 9PR** **Application Permitted**

- c. Appeal to refusal- 23/00066/REF | Construction of new garage for Goldcrest House | Goldcrest House Avondale Road South Creake – Appeal in progress  
Horseshoe Farm Roman Road South Creake Norfolk - Alleged unoperational development – Appeal in progress

**14. Allotment Matters**

To receive a report from the Allotment Subgroup:

We continue to monitor the allotments and assist in the changeover of plots where people have given them up and new tenants are allocated.

Plots 31b and 29b have been reallocated and plots 26b and 27b have been relinquished – we await a new tenants agreement and payment before reallocating. There is a lot of rubbish at the end of 27b and the chickens need a bigger run. A letter to be sent to the tenant.

Plot 33b is currently unallocated as the previous tenant has left lots of rubbish which requires clearing.

Rental income for this financial year continued to come in with tenants having until the end of April to pay. We have three people on our waiting list.

One of the Back Street tenants has asked if we can improve the access to the plots that are closest to the road due to the path being overgrown. Cllr Collins will undertake this.

ACTION: PC

Terms of Letting – we have to give tenants 12 months’ notice, unless they have broken the tenancy agreement, although most of the contents is standard for allotment rentals. If you have any comments please let me know. Re animal care, Clerk has advised allowing bees can be a minefield regarding allergies and swarming so we will just allow chickens for now.

Access to plot 1 in Leicester Road is an issue – between Sarah Harvey’s house and the new bungalows which were part of the allotments?

Jackie was thanked for all her work.

- 15. To propose items for the Parish Council website:** an allotment page when we have all the updated information.

- 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 13<sup>th</sup> of May 2024.

The Annual Parish Meeting will start at 7.00pm, followed by the Annual Parish Council Meeting.

The Chairman thanked everyone for attending.

Meeting closed: 7.24 pm.

APPROVED APRIL PAYMENTS

C Boyden	Salary	230.83
HMRC	PAYE	57.60
SSE	electricity	109.22
NALC	annual subscription	179.18
BCKLWN	dog bin emptying	342.58
Ewing Accounts	annual charges	87.60

DRAFT

Signed : .....

Date .....