

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council  
held on Thursday 16<sup>th</sup> June 2022 at 7.00pm at Cantley Village Hall**

**Present:** Dot Machin (Chair)  
Brenda Pawsey  
Kevin Francis  
Steve Bennett

**Also present:** Melanie Eversfield, the Clerk, and 1 resident of the Parish

**1. Public Forum**

District Cllr J Davis had circulated his report before the meeting. It was noted that a village litter pick would be taking place on 4<sup>th</sup> July.  
It was also noted that the station is looking lovely at present.

**2. Apologies**

Apologies were received and accepted from Councillors Jan Davis, Peter Key, Norma Knight, County Councillor A Proctor and District Councillor E Lamings.

**3. Declaration of Interest for items on the agenda**

There were none.

**4. Minutes of the meeting held on 19<sup>th</sup> May 2022**

The minutes of the meeting were **agreed** as an accurate record and signed by the Chair.

**5. Urgent Items to be raised through the Chair**

There were none

**6. Matters Arising**

- a) Network Rail – Cllr J Davis gave an update following the last meeting. He is awaiting a date for a meeting with them and will let councillors know.
- b) Noticeboard in Langley Road – The Clerk stated that this has been ordered and is awaiting delivery.

**7. Highways and Transport**

- a) It was noted a response had been supplied from NCC Highways and the Clerk would arrange a site meeting with the officer. **Clerk**
- b) It was noted that a meeting to discuss various locations for the SAM2 would be arranged with NCC Highways. It was also noted that works to the TROD had commenced.
- c) Cllr J Davis gave a brief update on sewage discharge within the Parish and stated that he is meeting with Anglian Water.

**8. Finance**

- a) The account summary, budget comparison and bank reconciliation for the financial year ending 31<sup>st</sup> March 2023 as at 31<sup>st</sup> May 2022 was received and noted.
- b) The Internal Auditors Report for 2021/2022 was received and considered.
- c) It was confirmed that Cantley, Limpenhoe and Southwood Parish Council can declare itself exempt from external audit for 2021/2022.
- d) The Annual Governance Statement for 2021/2022 was approved.
- e) The Annual Accounting Statement for 2021/2022 was approved.
- f) The following payments were considered and **agreed** that all should be paid by Standing Order:- **Clerk**

|                      |                  |         |
|----------------------|------------------|---------|
| Mrs M Eversfield     | Salary June 2022 | £237.53 |
| HMRC                 | PAYE Quarter 1   | £2.40   |
| Cantley Village Hall | Hall Hire        | £32.50  |

|                             |                          |         |
|-----------------------------|--------------------------|---------|
| Mrs S McNeil                | Village Sign Restoration | £550.00 |
| Notice Board Company UK Ltd | Noticeboard              | £661.30 |

**9. Policies, Procedures and Planning Matters**

- a) The Equality Policy, Press and Media Policy and General Data Protection Regulations were reviewed and approved with no changes.
- b) Planning application 20220675 – Demolish existing outbuilding and erection of replacement building for use as garage and office – 10 Windsor Road, Cantley, NR13 3SP – FULLY OBJECT

**10. Ongoing Matters**

a) Limpenhoe Village Green

It was noted that a site meeting with Matt Davies from the Norwich Fringe Project would take place at 10am at Limpenhoe Village Green.

b) Cantley Pond

It was noted that the bench would be installed on 24<sup>th</sup> June. The Norwich Fringe Project Clerk would be asked to cut the grass when they are there also.

c) Cantley Sugar

The tree and shrub planting scheme that had been emailed to the Clerk was received and noted.

d) Platinum Jubilee – It was agreed to also give a £100 donation to Cantley Village Hall for their input into the Jubilee.

**11. Correspondence**

- a) Broads Authority re. Draft Broads Plan. Noted
- b) Norfolk Constabulary re. Changes to crime reporting. Noted.
- c) Broadland District Council re. Public Spaces Protection Order. Support.
- d) Local Authority Cluster re. Meeting notes from 19<sup>th</sup> April. Noted.

**12. Items for the Next Months Agenda**

As per meeting minutes.

**13. Date of Next Meeting**

Thursday 21<sup>st</sup> July 2022 at 7.00pm at Cantley Village Hall.

The meeting closed at 8.16pm

**CHAIR**