

Meeting Minutes

Cantley, Limpenhoe and Southwood Parish Council

Thursday 17th October 2024

Present: Steve Bennett (Vice Chair), Peter Key, Norma Knight, Brenda Pawsey (arrived at 19:06)

Also Present: Anne Tandy, Parish Clerk and RFO

Members of the Public: 3

1. Welcome and apologies for absence received from Dot Machin, Jan Davis and Kevin Francis. All agreed.
2. There were no declarations of interest in items on the agenda or requests for dispensations
3. The minutes of the Parish Council meeting held on 19th September 2024 were agreed as an accurate record of the meeting.
4. The meeting was adjourned for public forum and reports from the County and District Councillors both of which were submitted by email:
 - a. The Chair of Cantley Village Hall Committee spoke about a grant request to contribute to the costs incurred in completing a bat survey for the planning application for the new village hall.
 - b. County Councillors Report (Appendix A)
 - c. District Councillors Report (Appendix B)

19:06 Brenda Pawsey arrived.

5. Matters arising from the minutes not on the agenda: for information only
 - a. Limpenhoe Village Green – update from Norma. Investigations are continuing.
 - b. Pride in Place Grant – update on the tree planting at the Staithe. Awaiting delivery of the tree.
6. **Staithe Charity**
 - a. The cost of £725.00 for nplaw to complete work on establishing the correct land registry details for land at the staithe was agreed.
 - b. The payment of 10.75 additional hours for Charity administrative work carried out by the Clerk during July, August and September 2024 was agreed.
 - c. It was proposed that additional hours are paid for the Clerk to prepare a small business plan in support of the Charity Commission application being prepared by Community Action Norfolk. All agreed to 3 additional hours but if it is going to be over this the Clerk to report back.

7. Cantley Village Hall Charity

A request has been received from Cantley Village Hall Management Committee for a grant to assist with the cost of carrying out a bat survey, required as part of the preliminary work on the village hall rebuild project. A discussion ensued and it was proposed that as this is preliminary work and does not ensure the completion of the project, and there is no money allocated in the budget for this grant it would not be prudent to agree the request at this time. All agreed.

8. Highways and Transport

- a. An update on matters reported to Highways was given.
- b. The SAM2 report for September 2024 was noted. Maximum speed recorded is 80mph.

9. Net Zero Communities.

Brenda Pawsey had nothing more to update at this time.

10. Budget 2025/26

- a. The first budget draft for 2025/26 was presented for consideration. There is likely to be an application for a grant from Cantley Village Hall Committee to be considered for the budget at the next meeting. There were no other comments at this time.
- b. Suggestions for funding projects in 2025/26 to be included in the budget were considered. A budget was identified for the cost of legal advice around the Limpenhoe Village Green ownership in the sum of £5,000.00. In view of the amount of work being undertaken at the moment no other projects will be planned in for 2025/26.

11. Finance

- a. The bank reconciliation to 30 September 2024 was presented. The total balance including reserves is: £21,406.46.
- b. The 6-month budget report for 2024/25 was noted.
- c. The purchase of Easy PC Accounts Software at £6.50pm was agreed.
- d. The Clerks attendance at the NPTS Autumn Seminar at a cost of £28.00 (50%) was agreed.
- e. The following payments were approved for payment. Proposed by Norma Knight and seconded by Brenda Pawsey.

Voucher	Date	Description	Supplier	Supplier ref.	Net	VAT	Total
65	11/10/2024	Website Hosting	Hugo Fox	8907	9.99	2.00	11.99
66	17/10/2024	Hall Hire	Cantley Village Hall	PCHALLHIRE0924	12.00	0.00	12.00
68	17/10/2024	WAH/Travel Expenses	Anne Tandy (Clerk)		50.30	0.00	50.30
67	28/10/2024	Salary September 2024	Anne Tandy (Clerk)		****	****	****

12. Correspondence

- Broadland & South Norfolk Design Code - invitation to 2nd stage engagement workshop
- Invitation to 2024 Annual General Meeting for Community Action Norfolk
- Email from the Broads Society - Are Our Broadland Waterways Healthy?
- Broads Society Invitation to the Broads Heritage Event
- Email from the Broads Society - Pike Behaviour in the Broads
- Tree Council Broadsheet Issue 235 - October 2024
- Broadland & South Norfolk Design Code - 2nd public consultation now open
- Town & Parish Council Meeting 3rd October 2024 Notes and Recording
- Email from CPRE – Campaign Update
- Broadland and South Norfolk – Invitation to parish carbon literacy training

13. Items for the Parish Council Meeting's Agenda on Thursday 21st November 2024 at 7.00pm at Cantley Village Hall.

- Budget
- Cantley Village Hall.

Meeting Closed at: 19:57

Signed

Dated

Appendix A

Broadland District Councillors Report for Cantley, Limpenhoe & Southwood Parish Council Meeting – 17 October 2024

There will be a Town and Parish Council Summit held at the Horizon Centre on 13 November from 9.30 – 12.30 in the morning. Planning issues will be covered, and parishes are welcome to submit additional topics for the agenda to Andy Sexton: andy.sexton@southnorfolkandbroadland.gov.uk

Broadland District Council can assist with surface water drainage issues. Please report any matters of concern with watercourses or drainage infrastructure in the parish to Nathan Harris: nathan.harris@southnorfolkandbroadland.gov.uk

Members Ward Grants may be used to purchase first aid bleed kits for local communities. The shelf life of these is approximately 2 years, and courses on their use can be delivered if needed. They could be particularly useful in more isolated rural areas as severe bleeding could occur as a result of trauma in any location.

Broadland District Council are keen to work with young people in the district, and members of the Youth Advisory Board came to speak to council members and officers at the Overview and Scrutiny meeting on 10 September.

Broadland District Council and South Norfolk Council are committed to breaking the silence around domestic abuse and making sure survivors can get the support they need. The Councils have updated the information available on their website for residents who need help, visit the [domestic abuse pages](#), or call 01508 533933/01603 430431. If you or someone you know is in immediate danger please call 999.

Cllr Davis and Cllr Laming attended the Parish Cluster meeting at Reedham Village Hall on 24 September at which ten parishes were represented.

BDC is now consulting on the second stage of the Design Code process. A Design Code establishes clear design requirements for the physical development of a site or area. It provides straightforward guidance to ensure high quality and appropriate development. Design Codes may cover themes such as the height of buildings, their design and materials, landscaping, the design of bin stores, and the design of parking spaces. For more information and to view the consultation and respond go to:

<https://www.southnorfolkandbroadland.gov.uk/planning/future-development/emerging-local-plan/broadland-and-south-norfolk-district-wide-design-codes>

<https://southnorfolkandbroadland.placechangers.co.uk/page>

Cllr Davis and Cllr Laming attended the Norfolk Landscapes Conference and Exhibition at the Norfolk Showground on 2 October.

Cllr Davis and Cllr Laming attended the Norwich Society Conference on Adapting our City for Climate Change, at the Forum on 3 October.

Cllr Laming attended the Brundall Memorial Hall Community Café on 25 September and spoke to members of the hall committee in advance of their Community Grant Scheme application for hall improvements being considered by BDC.

We have both submitted responses to a number of recent consultations including the Norwich Western Link planning application, the Norfolk County Council Rail Consultation 2024, the governments National Planning Policy Framework Consultation and the Norfolk County Council Shaping Norfolk's Libraries consultation.

BDC has opened a new round of the Winter Pressures Grant for 2024/2025. The grant is to aid communities to support themselves and the more vulnerable residents in their local area. Groups can apply for up to £500 which can be spent on resources that enable them to hold community cafe's, create Christmas hampers or supply those in need with warm clothing. We welcome innovative ideas and projects that link in with the Help Hub and other local support services. For more information and to apply go to:

<https://www.southnorfolkandbroadland.gov.uk/winter-pressures-grant>

Carbon Literacy Courses are available specifically designed for Town and Parish Councillors and community groups. Feedback from attendees on the first course has been very good.

It is an Accredited (Carbon Literacy Trust) course which covers the science and effects of climate change on a national and local scale and will have an in-depth section on actions that local groups can take including case studies and funding options.

It is a free 7-hour course with lunch/refreshments provided. There are 2 sessions available for a maximum of 3 people from each organisation. These are on:

Wednesday 6 November: 9.00 am - 4.30 pm at Horsford Village Hall

Wednesday 27 November 9.00 am - 4.30 pm full day at the Horizon Centre, Broadland Business Park

If you are interested and would like to book places please contact BDC:

environmentalstrategy@southnorfolkandbroadland.gov.uk

For more information see: [Home - The Carbon Literacy Project](#)

A video nr the training is here: [Carbon Literacy Training for Town and Parish council](#)

[The BDC and SNC Community Link Network](#) brings together residents living in the two districts who serve as community leaders, volunteers, or people who are affiliated with voluntary groups and organisations. This is to encourage collaboration, provide support and share information. Membership is open to anyone who is part of a voluntary, community, or social enterprise sector including a wide range of groups, from traditional organizations like Girl Guides and Rotary Clubs to newer initiatives like Community Fridges and Men's Sheds. Residents who are interested in learning more about opportunities to help in the voluntary sector and want to explore ways to get involved are also welcome to join.

To find out more about the network please email: communities@southnorfolkandbroadland.gov.uk or call 01603 430431

(Submitted by Cllr Jan Davis and Cllr Eleanor Laming on 13/10/24)

Appendix B

COUNTY COUNCILLOR REPORT OCTOBER 2024

County Deal – devolution update

Following the Government's decision to halt the £600 million devolution deal that Norfolk County Council had agreed with the previous administration, county council leader Kay Mason Billig had a meeting with Local Government Minister Jim McMahon on 7 October on a new way forward.

[Cllr Mason Billig said:](#) "We had a very good and detailed meeting with the minister. We discussed issues which were pertinent to Norfolk, the challenges we face and our aspirations for the future. There was a general accord that we should look for ways to deliver devolution for the county.

"The Government will not allow our previously negotiated level three deal to go ahead and have expressed a preference for a more regional approach in East Anglia

"However, there is still the potential for a level two deal for Norfolk, which would give us the adult skills funding, whilst we continue to explore further routes to devolution.

"Norfolk County Council agreed at its last full council meeting to talk to the Government to ensure as many positive aspects of our previous ambitious deal could be recovered, and that Norfolk did not move to the back of the queue.

"With that in mind, we will continue to pursue devolution options which are in the best interests of our county and will be having ongoing discussions with the Minister about what the next steps could be."

The upshot is the process is ongoing and as soon as there is further information and something which can be agreed we will let everyone know.

Budget update

The pressures on local government budgets continue to grow and there is still 'substantial uncertainty' about local government funding.

Initial proposals were considered at a Cabinet meeting on 7 October although final decisions will not be made until February 2025.

Proposals that would go out to public consultation are:

- Raising council tax - with the following options: an increase of 3%, an increase of up to 5%, an increase of more than 5%.
- Review of Housing Related Support Services.
- Switch off a further 2% of Norfolk County Council maintained streetlights.

Norwich Park and ride update

Good news for Postwick Park & Ride as following a competitive tender process Norfolk County Council has awarded contracts to run all Norwich Park and Ride services for up to the next eight years, starting in early 2025.

Two operators have been successful, with First Bus having been awarded the contract to run services from the Airport and Thickthorn sites, and Central Connect (operating as Simonds) providing services from Harford and Postwick. First Bus has committed to running zero-emission buses from the Thickthorn and Airport sites. All four sites will see earlier and later journeys and a service on a Sunday.

The Sprowston site will continue to be part of the overall park and ride offer but offering a slightly different service as it will be opened up to local bus services to use as a transport hub on local routes.

Norfolk Recycling centres – changes due in November

Changes are being made at Norfolk recycling centres that will affect Norfolk residents and traders.

The changes will help with service demand, reduce congestion and make sites safer whilst ensuring costs are covered for the disposal of waste.

Anyone wishing to visit a Norfolk recycling centre from Monday 18 November 2024 must book in advance. Bookings can be made up to seven days ahead either online via the council's website or by phoning the customer service centre. The new booking system will be live from Monday 11 November.

Additionally, from 1 November trade customers will see a change to the way they pay to dispose of their waste. Businesses will be charged based on the size of vehicle and the type of waste they bring, instead of the number of bags.

School safety inspections update

Initial safety inspections of ceilings at 60 Norfolk schools have now been completed, with no further school or class closures needed.

Fifteen schools of the 60 inspected, require immediate work on parts of their ceilings and a small number of schools require follow-up checks where specialist equipment is needed to reach inaccessible areas.

All schools remain open and have appropriate measures in place to ensure a safe and effective learning environment for pupils.

Academies are responsible for their own maintenance programme and the council has written to trusts to notify them of this issue.

Increase in school places for SEND

As part of Norfolk County Council's Local First Inclusion (LFI) programme, 76 extra spaces have been created at Norfolk schools for children and young people with special educational needs and/or disabilities (SEND). The places are being created in infant, junior and high schools across the county.

The schools are already home to a developing network of [Specialist Hubs of Inclusive Practice \(SHIPs\)](#), operating within existing Specialist Resource Bases (SRBs) in Norfolk mainstream schools. SHIPs provide children who have co-occurring special educational needs with an enhanced offer of support and a personalised, child-centred approach to learning and development.

The £100m LFI programme pledges to deliver hundreds of new specialist education places across Norfolk. It also aims to provide significantly more advice, support, and funding for mainstream schools to support inclusion with the 15 new school and community support teams that were introduced in September 2023, to give early help and support to both parents and schools.

The initiative contributes towards the [Flourish](#) ambition for Norfolk to be a county where all children and young people can flourish

Crowdfund Norfolk platform launched to attract donations for environmental projects

Grassroots and community-focused projects that aim to improve the environment will be supported through a donation-funding platform launched by Norfolk County Council in collaboration with Crowdfunder.

Using the power of the crowd, Crowdfund Norfolk will help environmental, sustainability and net zero projects to get the funding they need to turn their ideas into a reality.

Projects that match the criteria can seek donations from the community to reach their budget and will be eligible for 50% funding up to a maximum value of £10,000.

The innovative initiative was launched at the recent Norfolk Market Towns Conference that explored ways in which footfall can be increased across the county's 22 market towns.

Further information about Crowdfund Norfolk funding and how to apply is available on the crowdfunder site [here](#).

Norfolk Market Towns conference update

The recent conference to attract more visitors to Norfolk's market towns brought together more than 100 people from businesses and organisations across the county.

Swaffham Assembly Rooms was packed out for the event organised by Norfolk County Council and sponsored by Lovell, with representatives from 22 market towns in attendance to hear success stories celebrated and challenges explored.

Separate panel discussions explored sharing best practice on the regeneration and placemaking of Norfolk's market towns as well as opportunities for business and skills support.

Nourishing Norfolk

Nourishing Norfolk has recently been [cited as a good practice case study](#) by the NHS confederation.

The [Nourishing Norfolk programme](#) is a community-driven initiative that addresses food insecurity across Norfolk by establishing affordable food hubs that provide nutritious groceries and holistic support services, empowering local communities to lead and sustain their own development.

The initiative is run by the Norfolk Community Foundation, an independent local charity which is supported by Norfolk County Council and Norse.

Norfolk County Council web pages provide links to the Nourishing Norfolk hubs , as well as to a range of other resources across Norfolk that help with those struggling with living costs, including those struggling to afford and buy food. A link to the pages is available [here](#).