

**Minutes of the Annual Meeting of Cantley, Limpenhoe and Southwood Parish
Council held on Thursday 13th June 2019 at 7.00pm in Cantley Village Hall.**

Present: Dot Machin (Chair)
Steve Bennett
Kevin Francis
Peter Key
Melanie Eversfield, The Clerk

Also present: 2 members of the public were in attendance

1. Public Forum

A local resident raised concerns about the future maintenance of the trees on 33 Church Road now that there is a Tree Preservation Order on them. It was AGREED that the Clerk would request a site meeting with the Tree Officer at Broadland.

Clerk

2. Apologies

Apologies for absence were received from Brenda Pawsey and County Councillor Andrew Proctor. No apologies were received from Jan Davis and Norma Knight.

3. Declaration of Interest for items on the agenda

There were none.

4. Minutes of the meeting held on 16th May 2019

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

5. Urgent Items to be raised through the Chair

None.

6. Matters Arising

a) Handyman / Grounds Maintenance

It was considered and AGREED that the local handyman be given the contract to cut the area at Cantley Pond 7 times, the first time being a double cut and then 5 remaining cuts, for the remainder of the year at a cost of £30.00 a cut and then assess in the new financial year.

SB

7. To confirm Parish Council representative to Cantley Village Hall

It was **agreed** that Jan Davis be appointed as the Parish Council representative.

Clerk

8. Highways and Transport

There was nothing to report.

9. Finance

a) The account summary, budget comparison and bank reconciliation for the financial year ending 31st March 2020 as at 31st May 2019 was received and noted.

b) The following payments were considered and **agreed**:-

Mrs M Eversfield	Salary & Expenses June 2019 (SO)	£206.76
HMRC	PAYE June 2019	£44.60
ENTUA	Subscription for 2019/2020	£5.00

Clerk

10. Planning

a) 20190576 – Conversion & extensions of outbuildings to form 3 units of holiday accommodation – Manor House, Manor Road, Cantley NR13 3SE
NO OBJECTION

Clerk

b) It was noted that planning application BA/2019/0126/HOUSEH to replace outbuildings with garage/workshop at Garden Cottage, Station Road, Cantley has been granted planning permission.

c) It was **agreed** to receive future planning applications from the Broads Authority from 1st September 2019.

Clerk

11. Ongoing Matters

a) Fencing of Limpenhoe Village Green

The Clerk is awaiting advice from Norfolk Parish Training and Support.

b) Litter Pick in the Parish

This item was deferred to the next meeting of the Council when Jan Davis is present.

c) Cantley, Limpenhoe and Southwood Parish Community Emergency Plan

This item was deferred to the next meeting of the Council when Jan Davis is present.

12. New Matters

a) Future in the Parish

A lengthy discussion took place with regard to future projects in the Parish. It was AGREED that the Clerk would start looking into the possibility of allotments for the Parish and in the meantime continue to look into the fencing of Limpenhoe Village Green.

Clerk

13. Correspondence

a) Broads Authority-Flood Management on the Broads Survey – AGREED that the Clerk would respond using the Community Emergency Plan as a guide to our response.

Clerk

b) Broadland Tree Network – Broadsheet June 2019. Noted.

c) Broads Authority – Broads Briefing May 2019. Noted.

d) Environment Agency – Draft national flood and coastal erosion risk management strategy for England – AGREED that councillors let the Clerk know their comments so that she can formulate a response on behalf of the Council.

Clerk

e) Broadland District Council – Community Land Trust Workshop – 18th July. Noted.

f) Broads Authority – Managing the Broads. Noted

g) Broads Authority – Adoption of the Local Plan for the Broads. Noted

14. Items for the Next Months Agenda

Clerk

Future projects

Litter Picking

Community Emergency Plan

Fencing of Limpenhoe Village Green

Annual Report for 2018/2019

Update on TPO at 33 Church Road, Cantley

Report from Dot regarding the Community Land Trust Workshop on 18th July 2019

15. Date of Next Meeting

The next meeting would be Thursday 18th July 2019, 7pm at Cantley Village Hall.

The meeting closed at 7.58pm.

CHAIR