

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council
held on Thursday 21st June 2018 at 7pm in Cantley Village Hall.**

Present: Dot Machin (Chairman)
Steve Bennett
Kevin Francis
Peter Key
Norma Knight
Brenda Pawsey
Melanie Eversfield , Clerk

Also present: Two members of the public were in attendance

1 Public Forum

It was noted that there is a pothole as you go down Limpenhoe Road towards the sharp bend.

The Chairman stated that she had received complaints regarding bonfires being lit in householders gardens. A polite reminder will be placed in the next newsletter asking residents to be considerate of their neighbours when lighting a bonfire.

2 Apologies

Apologies were received from Andrew Proctor.

3 Declaration of Interest for items on the agenda

The Clerk had received declarations of interest from Steve Bennett, as Trustee of the Cantley Staithe Trust. It was **agreed** to allow Steve to be involved to discussions with regard to the Staithe for a period of 12 months.

4 Minutes of the meeting held on 15th May 2018

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

5 Urgent Items to be raised through the Chair

There were none.

6 Matters Arising

a) Beighton Speedwatch

The Clerk stated that she had contacted Beighton Parish Council with regard to the Council's concerns from the May meeting. It was noted that the signs are put out just before the community speedwatch team get to the various sites. Lots of data has been recorded.

b) Church Road-Annexe

The Clerk stated that she had contacted Broadland District Council but is still awaiting a reply. It was agreed that the Clerk would write a further letter to the Head of Planning.

c) Newsletter Distribution

The Clerk stated that she had contacted a private company, Royal Mail and Broadland District Council to see if they could help at all. The private company and Broadland District Council cannot help and Royal Mail would charge £500 plus VAT. It was agreed to continue distribution as it currently stands.

d) Tree Warden

The Clerk stated that she has received an email from a local resident who is interested in volunteering for the tree warden position.

Clerk

e) Cantley Village Pond

The Clerk stated that following the article in the last newsletter regarding the future of the Cantley Village Pond she has only received one reply from a local resident who would like to see the area mown and kept tidy. It was agreed to place the subject of the Norse Contract on the next agenda.

7 Highways and Transport

a) Potholes

It was noted that there were lots of white marks surrounding current pot holes in the Parish waiting to be filled.

8 Finance

a) It was **agreed to pay the following:-**

Melanie Eversfield	Clerk's Salary – May 2018	£171.61
Melanie Eversfield	Expenses – May 2018	£ 16.08

b) The annual subscription to East Norfolk Transport Users Association (ENTUA) at a cost of £5.00 was considered and agreed that this matter would be deferred until the July meeting.

9 Correspondence

There was none.

10 Planning

a) Planning application 20180834-Variation of condition 2 of planning permission 20171170-change of height of building-38 Church Road, Cantley. Clerk

It was agreed to object to this application on the grounds that it is believed the proposed height of the building is not in keeping with properties in the surrounding area.

b) Local Plan for the Broads

The Clerk gave an update on the hearing for the Broads Local Plan.

11 Ongoing Matters

a) Limpenhoe Working Group Update

At present there was no further updates however, it was noted that Steve Bennett is still to approach the farmer and informs him of the Parish Council's plans and seeks his feedback. It was agreed to take this item off the agenda until there is something to report.

SB

12 New Matters

There were none.

13 General Data Protection Regulations

It was noted that all outstanding requirements for General Data Protection Regulations were now complete.

14 Items for the Next Months Agenda

Norse Contract for Cantley Village Pond.

Updated policies.

Subscription to East Norfolk Transport Users Association.

15 Date of Next Meeting

The next meeting will be Thursday 19th July 2018, 7pm at Cantley Village Hall.

16 To resolve to pass a formal resolution (under the Public Bodies and

Admissions to Meetings Act 1960) to exclude the press and public for the remaining agenda items.

Agreed.

17 To review co-option applications and agree any necessary actions.

It was agreed to co-opt Mr Michael Smith as Councillor to Cantley, Limpenhoe and Southwood Parish Council.

18 To receive and consider an update on the Cantley Staithe Trust.

The Chairman and Clerk gave a detailed update on the current position of the Cantley Staithe Trust with possible options for the Council to consider. It was agreed that the Chairman takes this information and the Council's thoughts to the next meeting of the Trust on 3rd July and invite the Trust to the pre-meeting of the Council on 19th July at 6.30pm.

DM

19 To consider options for when the Clerk goes on maternity leave.

The Clerk will be going on maternity leave from 1st September 2018 to 31st January 2019. She has spoken with Catherine Moore who is happy to cover this period with the general administration and finance only. However, she cannot make a Thursday evening. The Clerk to see if the hall is available another night of the week and check these dates with Catherine.

Clerk

The meeting closed at 8.25pm

CHAIRMAN