

**Minutes of the Annual Meeting of Cantley, Limpenhoe and Southwood Parish Council held on Thursday 19<sup>th</sup> September 2019 at 7.00pm in Cantley Village Hall.**

**Present:** Dot Machin (Chair)  
Steve Bennett  
Kevin Francis  
Peter Key  
Norma Knight  
Brenda Pawsey  
Jan Davis  
Melanie Eversfield, The Clerk

**Also present:** District Councillor Grattan and 3 members of the public were in attendance

**1. Public Forum**

District Councillor Grattan gave a detailed report regarding the merge with South Norfolk, the GNLP, Electoral Role, funding that is available to communities and the latest update from Network Rail. Rebecca stated that she would lobby with Network Rail on behalf of the Parish Council the concerns regarding the pedestrian gates. A local resident raised his concerns over the seemingly lack of grass cutting at Cantley Church. It was explained that the Parish Council provide a grant to the Church each year for grass cutting. Resident offered his services free of charge. The Clerk to forward the residents contact details to the Church.

**Clerk**

**2. Apologies**

Apologies were received and noted from Brenda Pawsey. County Councillor Andrew Proctor also sent his apologies.

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

There were none.

**4. Minutes of the meeting held on 18<sup>th</sup> July 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 – Cantley Pond**

It was **agreed** that Steve Bennett meets with the group of residents that have volunteered to keep the area maintained and agree a programme of maintenance for next year and bring back to the Parish Council.

**SB/  
Clerk**

**7. Highways and Transport**

After a lengthy discussion it was **agreed** that the Clerk contacts NCC Highways with regard to the possibility of a parking bay in front of the crescent of bungalows and green in Langley Road.

**Clerk**

**8. Finance**

**a)** The account summary, budget comparison and bank reconciliation for the financial year ending 31<sup>st</sup> March 2020 as at 31<sup>st</sup> August 2019 was received and noted.

**b)** Correspondence from Limpenhoe Village Hall regarding allocation of £6,000 grant from the Parish Council was considered. It was **agreed** that the Clerk responds stating that although the Parish Council accept the fact that the guarantee on the roof is void it would still like the Village Hall Committee to try and seek three quotations as per the Council's standing orders.

**Clerk**

**c)** The following payments were consider and **agreed**:-

Mrs M Eversfield	Salary & Expenses August 2019 (SO)	£186.53
HMRC	PAYE August 2019	£44.60
Mrs M Eversfield	Salary & Expenses September 2019 (SO)	£178.13
HMRC	PAYE September 2019	£44.60

## 9. Planning

- a) The Parish Council received and noted that Broadland District Council's Appeals Panel, that met on 24<sup>th</sup> July 2019, had come to a decision that Tree Preservation Order 2019 No:6 at 33 Church Road, Cantley, Norwich, NR13 3SN should be agreed.
- b) The Parish Council noted that the two Broads Authority planning applications (BA/2019/0065/FUL & BA/2019/0066/FUL) at Barn End, Grimmer Lane, Cantley had been refused.
- c) The Parish Council noted that the Broads Authority planning application (BA/2019/0232/HOUSEH) at Belmont, Marsh Road, Cantley has been approved subject to conditions.
- d) The Parish Council received and noted the change of property name at Faraway, Freethorpe Road, Limpenhoe.
- e) Jan Davis and Dot Machin gave a detailed update with regard to the Community Land Trust Workshop they had attended. A copy of this can be requested from the Clerk. It was **agreed** that if the opportunity came along at least we would now know what is required of us.

## 10. Ongoing Matters

- a) Fencing of Limpenhoe Village Green  
Following advice from Norfolk County Council it was **agreed** that the Clerk would arrange a site meeting with the Broads Authority to see what we can and can't do before we go any further. **Clerk**
- b) Future Projects in the Parish  
The Clerk gave an update on the advice sought so far in relation to allotments. We are awaiting requests from residents, whom have a deadline of 31<sup>st</sup> October 2019. The Staithe working party had suggested a project of installing water and electricity at the Staithe. The working party are looking into this and will produce a report. The possibility of a meadow was also suggested. BADCOG had been approached regarding the possibility of a meadow in the Parish and it was suggested that the Council speaks to Acle Conservation Volunteers. It was **agreed** that with the above in mind the Clerk approaches the Sugar Beet Factory with regard to a possible lease of the recreation ground to assist the community with wellbeing. It was also **agreed** that all findings would be reported back to the November Council meeting. **Clerk**

## 11. New Matters

- a) Health and Safety Inspections 2019  
It was noted that the inspection for Cantley had been done and nothing was needing action other than the tree by Cantley Pond, which is already in hand. The inspection for Limpenhoe is still outstanding. **KF**
- b) NALC Wellbeing Initiative  
Jan Davis gave a detailed brief of what this entailed. It was **agreed** that he would be the Parish Council representative and would feedback accordingly. **JD**
- c) Limpenhoe Notice Board  
It was noted that the notice board was full up with business advertisements making it difficult for Parish Council notices, such as the agenda to be displayed. As this is owned by the Parish Council we should have priority. It was **agreed** that Norma would speak informally to the committee and that the Clerk also sends a formal letter stating that if there is a need for a further Village Hall noticeboard then the Parish Council could consider this in the future. **Clerk/  
NK**

## 12. Correspondence

- a) Broadland District Council re. Village Halls Week 2020. **Agreed** that the Clerk forwards this information to the two village halls. **Clerk**
  - b) Network Rail re. Update regarding Norwich, Yarmouth, Lowestoft re-signalling project. **Agreed** the Clerk emails Stephen Deaville with the Parish Councils concerns re. the pedestrian gates. **Clerk**
  - c) Local Authority Cluster Meeting re. Minutes and next meeting on Tuesday 15<sup>th</sup> October at Postwick Village Hall. **Agreed** that Dot Machin attends on the Council's behalf. **DM**
  - d) The Shelroy Trust. Parish Council **agreed** suitable candidates. **Clerk**
- 13. Items for the Next Months Agenda**  
Cantley Staithe Trust Meeting at 6.30pm. **Clerk**
- 14. Date of Next Meeting**  
The next meeting would be Thursday 17<sup>th</sup> October 2019, 7pm at Limpenhoe Village Hall.

The meeting closed at 8.45pm.

**CHAIR**