

**Minutes of the Annual Meeting of Cantley, Limpenhoe and Southwood Parish Council held on Thursday 21<sup>st</sup> November 2019 at 7.00pm in Cantley Village Hall.**

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

**Also present:** 5 members of the public were in attendance and District Councillor Grattan

**1. Public Forum**

District Councillor Grattan gave a detailed report on the Broadland Business Awards, Funds that she can give to local groups and organisations, the general election and important dates in which you must be registered to vote.

Tim Drew – Cantley Staithe Working Group asked if the Council were aware of the consultation from Norfolk County Council regarding the freezing of the amount of recycling credits you can claim for. It was **agreed** that he would forward this to the Clerk who will object on behalf of the Parish Council.

**Clerk**

A resident expressed concern regarding dangerous parking on Burnt House Road when it is school pick up/drop off. It was **agreed** that the Clerk to add this to the list for Highways.

**Clerk**

A resident spoke again about grass cutting in the Churchyard. The Clerk stated that she had passed his contact details onto the Reverend. It was **agreed** that the Clerk would contact the resident and give the Reverend's contact details.

**Clerk**

**2. Apologies**

Apologies were received and noted from Kevin Francis, Brenda Pawsey and County Councillor Andrew Proctor.

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

There were none.

**4. Minutes of the meeting held on 17<sup>th</sup> October 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**

There were none.

**6. Matters Arising**

**a) 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**

**b) Meeting with a Highway's Officer**

The Chairman and Vice Chairman met with the Highways Officer and gave a detailed report of the meeting.

**c) Limpenhoe Village Hall Noticeboard**

It was **agreed** that the Parish Council should look into purchasing a new noticeboard. District Councillor Grattan to send through details of her funding that we could apply for.

**Clerk**

**d) Network Rail and Pedestrian Gates**

It was noted that the pedestrian gates are still closed. It was also noted that the Church Road crossing needs attention as someone fell over on it recently. District Councillor Grattan to take this up with Network Rail as a matter of urgency.

## 7. Meeting dates for 2020

The suggested dates by the Clerk were considered and **agreed**. The Clerk to place these on the Parish Council website and book the halls.

Clerk

## 8. Highways and Transport

- a) Projects for a Parish Partnership Bid for 2020/2021 were considered and it was agreed that the Parish Council would not put forward a bid this time.
- b) Correspondence from Norfolk County Council regarding Footpaths FP18(a) and FP18(c) was received and noted.
- c) It was noted that the bollards on Station Road/Peregrine Close need looking at again as they are invisible and dangerous. It was agreed that the Clerk would make contact with Norfolk County Council Highways and County Councillor Andrew Proctor.

Clerk

## 9. 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> October 2019 was received and noted.
- b) It was noted that the Clerk had ordered a projector and screen for planning applications and she has also ordered a filing cabinet.
- c) Correspondence from Limpenhoe Village Hall regarding allocation of £6,000 grant from the Parish Council was received. It was **agreed** that the Clerk responds stating that the money allocated is for this financial year which ends on 31<sup>st</sup> March 2020 and therefore the Parish Council would like to see three quotations so that it can release the money as it is not guaranteed for further years.
- d) It was noted that no further correspondence from Cantley Village Hall Committee regarding allocation of £6,000 grant from the Parish Council had been received. It was **agreed** that the Clerk responds stating that the money allocated is for this financial year which ends on 31<sup>st</sup> March 2020 and therefore the Parish Council would like to see three quotations so that it can release the money as it is not guaranteed for further years.
- e) The following payments were considered and **agreed**:

Mrs M Eversfield	Salary & Expenses November 2019 (SO)	£187.28
HMRC	PAYE November 2019	£44.60

Clerk

Clerk

Clerk

## 10. Planning

- a) 20191580 – Variation of condition 2 of planning permission 2019057 to introduce a phasing plan – Manor House, Manor Road, Cantley, NR13 3SE  
NO OBJECTION

Clerk

## 11. Ongoing Matters

- a) Future Projects in the Parish

The Clerk's report was considered. It was **agreed** to allocate £8,000 in the 2020/2021 budget for projects in the Parish and in the meantime a site meeting is arranged with Matthew Davies at the Norwich Fringe Project with regard to the future of Limpenhoe Village Green. Also the Clerk is to make contact with Daniel Green, Manager at British Sugar with regard to the possibility of a project on the recreation ground.

Clerk

## 12. Correspondence

- a) Broads Authority re. Notification of three planning documents. Noted.
- b) The Broads Society Southern Rivers Committee Representation. Agreed that Jan Davis would make contact, seek the date of the next meeting and attend as an observer before the Parish Council makes a decision if it should appoint a representative to the committee.

JD

## 13. Items for the Next Months Agenda

Draft budget and precept for 2020/2021

Clerk

**14. Date of Next Meeting**

The next meeting would be Thursday 19<sup>th</sup> December 2019, 7pm at Cantley Village Hall.

The meeting closed at 8.15pm.

**CHAIR**