



MEETING MINUTES

Cantley, Limpenhoe and Southwood Parish Council

Thursday 18th April 2024 @ 7.30pm at Limpenhoe Village Hall, NR13 3JB

Present: Dot Machin (Chairman), Steve Bennett (Vice Chairman), Peter Key, Norma Knight

Also Present: Anne Tandy: Clerk to the Council and RFO

Public in Attendance: 4

1. The meeting was opened and apologies for absence received from Brenda Pawsey, Jan Davis. All agreed.
2. There were no declarations of interest or applications for dispensations for items on the agenda
3. **Public Forum and County and District Councillor Reports**
 - a. Deputy Chair of the Cantley Village Hall Committee provided an update to the Council on the progress of fundraising for a new hall. They are changing their Charity status to a Charitable Incorporated Organisation (CIO) in order access central government funding which will mean the Council will no longer need to be custodian trustees for the village hall. They have had the best year of fundraising including £25,000 from BDC, £5,000 from British Sugar and the total fund now stands at £40,000 which is enough to fund phase 1 of the plan which involves obtaining all the reports and planning permissions. They could be in a position to commence the project by the end of Summer 2024.
 - b. A resident reported white lines on Burnt House Road have been remarked but not the chicane markings. The Clerk will contact NCC Highways to rectify.
 - c. The District Councillor's Report was presented (appendix A).
4. The minutes of the meeting held on Thursday 21st March 2024 were approved as an accurate record of the meeting. Proposed by Peter, seconded by Steve.
5. There were no matters arising from the minutes not on the agenda: for information only
6. **Highways and Transport**
 - a. An update on matters reported to Highways was given by the Clerk. Reduced visibility on Burnt House Road has been reported to Norse and the tree work as been scheduled. The leak has been reported to Anglian Water.
All Southwood potholes have been filled.

- b. The SAM2 report for April 2024. Technical issues accessing the data means this has been deferred to the May meeting.

7. Limpenhoe Village Green

- a. An update on progress with managing fly tipping is progressing with this and will be returned to the agenda in May/June.

8. 80th D Day Anniversary Celebrations – 6 June 2024

No further details were available but the original plans by the Limpenhoe Village Hall Committee are continuing. Cantley Village Hall will be inviting local school children to attend an afternoon tea and veteran will be attending to share stories about the D-Day landings to the children. Once the event has been costed the Committee will request the previously agreed grant of £100 from the Council.

9. Finance

- a. The bank reconciliation to March 2024 was noted. The year end balance was: £17,375.57, £12,398.17 is held in reserves.
- b. The online signatories have completed the sign up process and the mandates are available for signing at this meeting
- c. The following payments were approved:

Date	Recipient	Description	Amount
30/04/2024	Anne Tandy	Salary – for April 2024 + 7 additional hours worked December – March 2024	£477.87
18/04/2024	Anne Tandy	Expenses – WAH and travel	£62.00
11/04/2024	Hugo Fox	Website Hosting – Direct Debit	£9.99 + VAT
18/04/2024	Jan Davis	Land Registry Fees – Village Green Limpenhoe	£12.00
Late Invoices			
31/03/2024	Cantley Village Hall	Hall Hire – January, February, March 2024 Inv PC-01-24	£51.00
16/04/2024	Anne Tandy	Reimbursement for Anti-Virus software renewal	£12.49 +VAT

10. Correspondence

- Email from Rehab for Addiction requesting links to their services are placed on the Council website.
- NCC Norwich Western Link Project Update
- Email from Transport East inviting participation in the Travel Behaviour Survey which is open until 17 April 2024
- Email from the Broads Authority notifying of two consultations: The Local Plan for the Broads – Preferred Options and Validation Checklist. All documents are available here: [Consultations \(broads-authority.gov.uk\)](https://broads-authority.gov.uk/consultations)
- Email from the Broads Society with the Harnser Magazine for April 2024
- The Tree Council – Broadsheet 229 April 2024
- NCC email - The 2024 Norfolk Community Biodiversity Awards are now open for nominations!
- Email from the GNLP – Confirming Adoption of Greater Norwich Local Plan by South Norfolk and Broadland District Councils

- Community Action Norfolk - Empowering Communities Partnership Newsletter
- Email from BDC inviting candidates to join the Standards committee - parish/town representatives – *Dot Machin expressed an interest and with the Councils agreement has completed an application.*

11. Items for the Annual Parish Council Meeting's Agenda on **Thursday 16th May 2024** at 7.30pm at Cantley Village Hall.

Meeting closed 20:06

Signed:

Appendix A

Broadland District Councillors Report for Cantley, Limpenhoe & Southwood Parish Council Meeting – 18 April 2024

BDC has a new grant available for Broadland residents. The Play Streets Grant, which is now open, allows communities to apply for up to £75 to purchase low-cost items such as games, sporting equipment, and for promotional activity, around short, regular road closures for free, child led play, stewarded by residents. Residents can apply for temporary road closures for this via Norfolk County Council.

<https://www.southnorfolkandbroadland.gov.uk/community-funding-3/play-streets-grant>

A new computer system has been introduced recently and the e-billing information is being migrated across to the new one. This has meant that some residents who signed up to receive an e-bill have been issued this year with a 2024/25 council tax bill in paper form. When this process has been completed those who have signed up for e-billing will receive future bills by email.

On the 15th April the council became aware of some issues relating to Garden Waste Direct Debit payments. The council is working with the banking provider to rectify this issue and customers who have been affected will be contacted to confirm future payments. For those affected, the issue will not result in the suspension of collections or the removal of the garden waste bin. If you have been affected there is no need to contact the council.

The BDC Cost of Living programme for 2022/23 has been audited and the findings presented. Several large government grants were being administered to those in need.

A further review of the council's relationship with the main housing providers in the district has been undertaken. Work is underway to improve the service provision where possible.

The Rural Business Builder Grant Programme has been reviewed. Since its launch in October 2022 it has supported over 180 businesses through training, advice and grant provision. 81 grants have been paid out, totalling £341,952 of investment in the district.

Poll cards have been dispatched for the elections on 2 May 2024. In Broadland voting will be for the Norfolk Police and Crime Commissioner election. Residents in Lingwood & Burlingham and Thorpe St Andrew will be able to vote in their Neighbourhood Planning Referendums. There are new accessibility arrangements in place in polling stations. An online application process is in place for Absent Voting. Limits have been placed on who can handle postal vote packs (political parties and campaigners can no longer handle postal votes) and the number of packs that can be handed in (a person can hand in 5 plus their own).

For more information see: <https://www.southnorfolkandbroadland.gov.uk/elections>

There is still some Pride in Place funding available for projects in Broadland following the closure and awards from Round 3 of funding. If you have a project which might be eligible, please contact the Pride in Place Community Grant officer Andy Sexton andy.sexton@southnorfolkandbroadland.gov.uk

The Councillor training programme and the role of Member Champions has been reviewed.

(Submitted by Cllr Jan Davis and Cllr Eleanor Laming 16/04/24)