



## MINUTES

### Cantley, Limpenhoe and Southwood Parish Council Meeting

Thursday 16<sup>th</sup> November 2023 7.00pm

**Present:** Steve Bennet (Vice Chairman), Jan Davis, Kevin Francis, Norma Knight, Peter Key

**Also Present:** Anne Tandy, Clerk to the Council

#### **Members of the Public: 1**

1. Apologies for absence were received from Dot Machin and Brenda Pawsey. These were approved.
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. A report was received from Jan Davis (Appendix A)
  - b. Village Hall report. Request for grass cutting to be sent to the Clerk.
4. The minutes of the meeting held on Thursday 19<sup>th</sup> October 2023 were approved as an accurate copy of the meeting. Proposed by Norma and seconded by Kevin.
5. A report was given on matters arising from the minutes not on the agenda: for information only
  - Staithe Accounts for 2022-23 have been submitted to the Charity Commission.
  - All donations have been paid to the Churches/VH except the Daffodil fund.

#### **6. Cantley Staithe Charitable Association**

An update was provided by the Staithe Working Group. The renovation of the footpath at the Staithe has been postponed until the Broads Authority work in the area has been completed, which is likely to be early 2024.

#### **7. Highways and Transport**

- a. An update was given on the Parish Partnership application for a trod path at the Church. Highways have been asked to provide an updated quote for this work so that an application might be submitted by the deadline of 8<sup>th</sup> December 2023. However, no response has been received to date and with the deadline looming it is unlikely this will be completed within the next round of applications. The SAM2 device has been received and will be set up for use. Padlocks were purchased to secure whilst in situation and Steve presented receipts to be agreed under item 15b below.

- b. An update on matters reported to Highways was given. The potholes in Southwood require a more exact location before they can be reported, Peter to provide a what3word reference.

Other matters to be reported:

- The Manor Road sign has fallen over and to be reported to BDC. The chevron signs have disappeared and will be reported NCC Highways.
  - School Lane hedgerow is obstructing large vehicles forcing them further into the road
  - Grimmer Lane, the road very muddy and needs to be maintained.
  - Grimmer Lane junction with Manor Road has a large amount of standing water.
  - Grimmer Lane junction has reduced visibility due to the overgrown hedgerow.
- c. Information relating to the diversion of footpaths around British Sugar Factory has been requested from both the factory contact and NCC but no responses have been received as yet.

#### **8. Limpenhoe Church**

A request from the Friends of Limpenhoe Village Hall for a donation towards the memorial daffodil walk at Limpenhoe Church was considered. It was confirmed that this has not previously been paid despite Council having discussed a donation of £300.00. It was proposed that £300.00 be donated. **All agreed.**

#### **9. D-Day 80<sup>th</sup> Anniversary – 6<sup>th</sup> June 2024**

An update had been provided by Brenda. The school and Limpenhoe Village Hall are both considering options to mark the occasion. Council to consider what input they are likely to have with this.

#### **10. Review of polling districts and polling places (stations) in the Parishes**

A response was agreed to BDC regarding the accessibility of voting and polling station facilities which are located in Cantley.

#### **11. Bio-Diversity**

It was proposed that in order for the Council to meet it's responsibilities and duties under the changes brought about by The Natural Environment and Rural Communities Act 2006 and The Environment Act 2021, the Action Plan to help reduce the Councils Carbon Footprint is updated. Jan to undertake this for the next meeting. It was also pledged to consider bio-diversity in all its policy making and contracts and there is also an actions plan to help reduce our carbon footprint.

#### **12. Limpenhoe Village Green**

The signs have been collected and quotes are being obtained for their installation with posts.

#### **13. Langley Road Jubilee Tree Plaque**

It was proposed by Steve that the existing plaque stand, which has been damaged by grass maintenance, be replaced with a metal version. Costings for this have been obtained and it was agreed that a bespoke stake and plate is made up by a resident at a cost of £20.00 inc.

#### 14. Budget 2024/2025

The draft budget was discussed and will be agreed once BDC have provided the figures necessary to set the precept.

#### 15. Finance

- a. The bank reconciliations up to 31 October 2023 were noted.
- b. The following payments were approved:

Date	Recipient	Description	Amount
16/11/2023	Anne Tandy	Locum Service – up to 20 <sup>th</sup> October 2023	£420.00
16/11/2023	Anne Tandy	Salary – from 23 <sup>rd</sup> October 2023	£294.69
30/11/2023	Anne Tandy	Salary – November 2023 + back pay of £7.00	£365.41
16/11/2023	Anne Tandy	Expenses – WAH and travel	£43.10
16/11/2023	Anne Tandy	Microsoft 360 subscription	£47.99 + VAT
11/11/2023	HugoFox	Website Hosting – Direct Debit	£9.99 + VAT
16/11/2023	Westcotec Ltd	SAM2 device	£3,853.00 + VAT
16/11/2023	Cllr Steve Bennett	SAM2 padlocks	48.79 +VAT
16/11/2023	Friends of Limpenhoe Church	Donation towards Daffodil Walk at the Church	£300.00

#### 16. Correspondence

- NALC - Chief Executive's Bulletin x3
- Norfolk Befriending Services – Poster for distribution
- East Norfolk Transport Users Association (ENTUA) – Invitation to the launch of the document “Rail for Great Yarmouth-The next years 10” on 21st November 2023 at Great Yarmouth Rail Station at 11:00am.
- Cantley Village Hall – advertising Wellbeing Champions Training on 23 November 2023
- Healthwatch Norfolk Newsletter - October 27th 2023
- BADCOG Newsletter for November
- SN&BDC Net Zero Communities - Fast Followers Project. Invite to the next meeting for further information.

#### 17. Items for Next Meeting's Agenda on **Thursday 21<sup>st</sup> December 2023** at 7.00pm at Cantley Village Hall.

- a. Precept and budget
- b. Review of the 'Action Plan to help reduce the Councils Carbon Footprint'

Meeting ended at: 20:21

Signed:

Date:

### **Broadland District Councillors Report for Cantley, Limpenhoe & Southwood Parish Council Meeting – 16 November 2023**

For the first time, Climate Emergency UK have assessed and scored UK councils of all types (except for parish/town councils) on their completed climate action across the whole council, using Council Climate Action Scorecards. The scores vary, but only 41 councils score more than 50% in the assessment. It is recognised that there are national barriers making it harder for councils to deliver effective, point scoring, climate action but there is more that can be done to make progress towards net zero.

Broadland District Council is average in performance when compared with other district councils. For more information and the results see:

<https://councilclimatescorecards.uk/scoring/district/>

BDC celebrated Recycle Week in October and aims to raise awareness of items that can be recycled but which often end up in the green waste bins such as empty aerosols, plastic cleaning product bottles, plastic toiletry bottles, plastic pots and tubs and food tins. Last year Broadland residents recycled 10,000 tonnes of waste, plus 50 tonnes of electrical equipment, 40 tonnes of textiles and 7 tonnes of batteries.

<https://www.southnorfolkandbroadland.gov.uk/recycling/goes-recycling-bin>

Norfolk County Council has launched a consultation on its draft Walking, Wheeling and Cycling Strategy for Norfolk 2023-2036. The last date for submission of responses is 24 November 2023.

<https://norfolk.citizenspace.com/environment-transport-and-development/walking-wheeling-and-cycling-2023-2036/>

The Greater Norwich Local Plan (GNLP) final consultation on main modifications to the plan is now open and ends on 6 December. The plan, produced by BDC, SNC and Norfolk County Council sets out site provision for 45,000 new homes between 2018-2038 and is likely to be adopted early in 2024.

Consultation documents are on the main website:

[www.gnlp.org.uk](http://www.gnlp.org.uk).

A free mental health training session is being held at Cantley Village hall on 23 November from 3.30-5.30 pm as part of the BDC Mindful Towns and Villages project. Everyone who completes the training has the option of becoming a Wellbeing Champion and join the South Norfolk and Broadland Wellbeing Network. They will also receive a folder with resources for signposting people on and self-help as well as being invited to the Community Link meetings run by BDC. For more information and to sign up visit:

<https://www.southnorfolkandbroadland.gov.uk/communities/mindful-towns-villages/3>

The new police station building at Broadland Gate, Postwick in Brundall Ward has been awarded the top prize in the design category of the Broadland Design Awards. It was designed by Chaplin Farrant Architects and brings local police services into a single space creating an efficient operational space with a big focus on low carbon design.

BDC is undertaking a review of polling districts and places to ensure that electors in the district have reasonable facilities for voting and that polling places are accessible. Current boundaries are not being reviewed. More information is on the council website.

<https://www.southnorfolkandbroadland.gov.uk/elections/review-polling-districts-places-2023-24>

BDC aims to make improvements to facilities at Broadland Country Park which is in the parish of Felthorpe. These plans include a new visitor kiosk, car park resurfacing, accessible portaloo toilet trial, play and den

building area, waymarking and boundary signage, secure storage facilities and a solar power generator for charging electric tools and providing lighting.

A new customer experience system is being proposed following a survey done by external consultants. This should improve the experience of residents when contacting the council.

Cabinet has agreed to instruct Norfolk Environmental Waste Services (NEWS) to start procuring a new food waste processing contract jointly with other councils. The current contract ends on 30/9/24. Food waste collection has already been rolled out across Broadland. All councils will be required to collect domestic food waste from 2026.

Currently, there is a charge for the disposal of DIY waste but, following a change to national rules, it will be possible to dispose of domestic DIY waste at your local recycling centre (Strumpshaw) without charge after April 2024.

Following a public consultation which ended in September 2023, Cabinet has agreed to recommend that Public Space Protection Order (PSPO) to address Vehicle Related Anti-social behaviour is put in place across the whole district and will apply at all times (24 hours a day, 7 days a week). A review will be undertaken of its effectiveness after it has been in place for a year.