

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council  
held on Thursday 21<sup>st</sup> October 2021 at 7.00pm at Limpenhoe Village Hall**

**Present:** Dot Machin (Chair)  
Kevin Francis  
Brenda Pawsey  
Steve Bennett  
Norma Knight  
Jan Davis (also District Councillor)  
Peter Key

**Also present:** Melanie Eversfield, The Clerk, District Councillor Eleanor Laming and one resident.

**1. Public Forum**

The Chairman welcomed Eleanor to her first meeting and congratulated both Eleanor and Jan on their appointment as District Councillor. District Councillors read their latest report to Council.

**2. Apologies**

No apologies were received due to everyone being present.

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

There were none.

**4. Minutes of the meeting held on 16<sup>th</sup> September 2021**

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

**5. Urgent Items to be raised through the Chair**

There were none.

**6. Matters Arising**

a) Yare Grain – It was noted that a site meeting had been arranged for Tuesday 26<sup>th</sup> October around 4.30pm.

b) Parish Partnership Bid 2021/22 – It was noted that a faculty was still awaited on this. **Clerk**  
The Clerk to continue dealing with this.

c) Network Rail – It was noted that no response has been received as yet. The Clerk to continue dealing with this. **Clerk**

**7. Highways and Transport**

a) It was noted that a site meeting had been arranged with NCC Highway Officers for 8.30am on Tuesday 2<sup>nd</sup> November.

b) A report from Cllr J Davis in relation to flooding and sewage was received and noted. It was **agreed** to bring these issues up with NCC Highways on 2<sup>nd</sup> November. **Clerk**

c) Projects for the Parish Partnership Bid 2022/23 were considered. It was **agreed** to seek further information from NCC Highway Officers before a decision is made. **Clerk**

d) It was noted that the foliage surrounding the grit bins in the parish is overgrown. The Clerk to report this to NCC Highways. **Clerk**

e) The Clerk stated that she had not heard back from the Beet Factory in relation to the maintenance of the Village sign. She will continue to chase this. **Clerk**

f) It was noted that there were problems with parking at the Station. Cllr Davis **agreed** to deal with this informally and bring back to the next council meeting. **JD**

**8. Policies and Procedures**

a) The General Data Protection Policy was reviewed with no amendments.

b) The Financial Regulations were reviewed with no amendments.

c) The Annual Report for 2020/21 was deferred to the next meeting. **Clerk**

**9. Finance**

a) The account summary, budget comparison and bank reconciliation for the financial year ending 31<sup>st</sup> March 2022 as at 30<sup>th</sup> September 2021 was received and noted.

b) The following payments were consider and **agreed** that all should be paid by Standing Order:- **Clerk**

Mrs M Eversfield	Salary October 2021	£282.86
HMRC	PAYE October 2021	£46.80
Limpenhoe Village Hall	Hall Hire	£15.00
Norfolk County Council	50% PP Bid 2020/21	£3,000
Norwich City Council	Cantley Pond Works	£3,420

**10. Ongoing Matters**

a) Limpenhoe Village Green

It was noted that no date to commence works has been received yet. The Clerk to continue to chase. **Clerk**

b) Cantley Pond

It was noted that work has been completed. The bench was rotten so has been removed and the Clerk was given authority to seek an alternative. **Clerk**

c) Poors Land Trust

The Clerk stated that she is still looking into this. It was suggested that she speak with the Charity Commission and also County Hall Archives. **Clerk**

d) Cantley Sugar

It was noted that a meeting with Matt from the Fringe Project and Cantley Sugar is yet to be arranged. **Clerk / JD**

e) Litter Pick

It was **agreed** to leave this until spring time.

**11. Items for the Next Months Agenda**

As per meeting minutes.

Platinum Jubilee **Clerk**

**12. Date of Next Meeting**

Thursday 18<sup>th</sup> November 2021 at 7.00pm at Cantley Village Hall

The meeting closed at 7.50pm

**CHAIR**