

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council
held on Thursday 19th May 2022 at 7.00pm at Cantley Village Hall**

Present: Dot Machin (Chair)
Norma Knight
Kevin Francis
Peter Key
Jan Davis (also District Councillor)

Also present: Melanie Eversfield, The Clerk and 2 residents of the Parish

1. To elect a chair for the ensuing year and to sign the Declaration of Acceptance of Office

Dot Machin was proposed, seconded and unanimously agreed as Chair for the ensuing year. She signed the Declaration of Acceptance of Office form.

2. To elect a vice-chair for the ensuing year and to sign the Declaration of Acceptance of Office

Steve Bennett was proposed, seconded and unanimously agreed as Chair for the ensuing year. He will be asked to sign the Declaration of Acceptance of Office form.

3. Public Forum

District Cllr J Davis had circulated his report before the meeting. He stated that both he and Eleanor have £500 ward members grant for local organisation. He also stated that he had met with an officer at Broadland, Polly Cobb, to discuss planting of hedging and trees.

A resident stated that Grimmer Lane was looking much better now that NCC Highways had carried out some works. Works were still outstanding on Burnt House Road though. The Clerk to chase this up with NCC Highways.

4. Apologies

Apologies were received and accepted from Steve Bennett, Brenda Pawsey, County Councillor A Proctor and District Councillor E Lamings.

5. Declaration of Interest for items on the agenda

Jan Davis declared an interest in item 11a.

6. Minutes of the meeting held on 21st April 2022

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

7. Urgent Items to be raised through the Chair

There were none

8. Matters Arising

a) Network Rail – Cllr J Davis stated that he had received information from Network Rail in relation to risk assessments for the different level crossings and had analysed them. There are grounds to pursue the matter as the Burnt House Road crossing is identified as most at risk. It was agreed to invite Network Rail to a meeting.

b) Noticeboard in Langley Road – The Clerk stated that this has been ordered and is awaiting delivery.

c) Village Sign – It was noted that this has now been finished and looks wonderful. Collection and reinstalment of the sign was arranged. The invoice for £500.00 was approved along with an extra 10% as a token gesture. The Clerk to send Cantley Sugar an invoice for £500 to cover the renovation costs.

Clerk

9. Highways and Transport

- a) It was noted that a site meeting taken place on 2nd November with NCC Highways. No further communication had been received. The Clerk had chased and was awaiting timelines.
- b) The Clerk informed councillors that she was still awaiting details of when the works to the TROD would commence. In the meantime, she has been informed that the Parish Partnership Bid for a SAM2 has been successful.
- c) Cllr J Davis gave a brief update on tree planting within the Parish.
- d) Cllr J Davis gave a brief update on sewage discharge within the Parish and stated that he is meeting with Anglian Water.

10. Finance

- a) The account summary, budget comparison and bank reconciliation for the financial year ending 31st March 2023 as at 30th April 2022 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 May 2022 | £237.53 |
| Mrs M Eversfield | Ink Cartridges | £48.96 |
| Mrs M Eversfield | Laptop | £302.99 |

11. Planning Matters

20220655 – Proposed arqiva smart 1no. omni at 11.83m mean mounted on proposed 10m streetworks pole. 1no. GPS Antenna at 10.4m mean mounted on proposed 10m streetworks pole. 1no. 3G omni at 3.8m mean mounted on proposed 10m streetworks pole. Proposed arqiva smart metering equipment enclosure to be installed on a root foundation. Proposed 3no. 550mm high posts to match existing to be installed in front of equipment – Land at Cantley Village Hall, Manor Road, Cantley, NR13 3SD - **Support**

Clerk

12. Ongoing Matters

- a) Limpenhoe Village Green
The site meeting had to be postponed due to covid. A new date will be arranged. **Clerk**
- b) Cantley Pond
It was noted that the bench has been ordered and is now just waiting installation. In the interim it was agreed that Cllr J Davis would contact a local person with regard to a one off cut of the area. **JD**
- c) Cantley Sugar
It was noted that a meeting had taken place with the new manager and the Chair had distributed notes of that meeting. The Clerk to action any outcomes of the meeting. **Clerk**
- d) Platinum Jubilee – Cllr J Davis gave a brief update on the planned celebrations.

13. Items for the Next Months Agenda

As per meeting minutes and annual accounts.

14. Date of Next Meeting

Thursday 16th June 2022 at 7.00pm at Cantley Village Hall.

The meeting closed at 7.50pm

CHAIR