

SOUTH CREAKE PARISH COUNCIL

Minutes of the Parish Council Meeting of South Creake Parish Council held in the Memorial Pavilion on Monday 2nd of October 2023, from 7.00pm.

Present: Councillors, P Abbey (Chair), T Allen, J Amor, B Sexton, S Baldwin, P Collins, and the Clerk, Caroline Boyden

Members of Public: 3

1. The Chair welcomed all those present to the meeting.

2. **Apologies**

Cllrs Morley, Chantree, Goodall and Rosen.

3. **Declarations of Interest on Agenda Items:** None.

4. **Minutes**

The Minutes of the meeting held on 4th of September 2023 were proposed by Cllr Abbey, seconded by Cllr Sexton, and all in favour.

5. **Parishioner's Questions and Statements:**

Mr. P Hart (Secretary, SCWMI Committee) reported that the Macmillan coffee morning held on the 30th of September was very enjoyable and well attended by villagers, previous residents and visitors. A magnificent sum of £1100 was raised and congratulations are due to Jackie Amor, Rachel Dawson and their team of hardworking supporters – well done!

The next Pavilion coffee morning Wednesday is on the 25th of October with Bingo in the evening.

The Coastal Community Shop will be at the Pavilion regularly on Thursday afternoons. It is good that people have been able to support this venture.

The Pavilion's Soup and Pudding Quiz Night on the 29th of September was very well supported with 57 players and it was pleasing that a regular supporting local team were victorious in the quiz.

The evening, with a well-supported raffle, raised £480 for the Pavilion funds.

6. **Reports from County and Borough Councillors and Police:**

No report was received from County Councillor M Chenery of Horsbrugh.

Borough Cllr C Morley advised via email:

22/01245/F - Bloodgate Hill holiday pods. The Agent asked for a further site meeting and for consultees to reconfirm their opinions. Nothing has change and I expect rejection shortly.

If the family appeal, I expect the Inspector will visit but please advise Ben that I have asked the specific question and waiting for an answer. In any submission to the Inspector, we can also ask that a visit is essential.

I note that the Applicant at Avondale Road has altered his plans and that you have the opportunity to comment. I assume you will still want the call-in to stand but please advise after the meeting. I assume the main issues are outside of development area and on land designated for agriculture.

7. **Clerks Report:**

The AGAR has now been signed off by the external auditor, PKF Littlejohn, and we have met all the statutory requirements so a clean bill of health.

Scribe accounting system has been set up as per the financial reports produced for September.

This will evolve during the year and is work in progress.

Change of contact details advised to BCKLWN, NPTS, NALC.

Now have access to Unity Trust Bank and Sarah Harvey has kindly agreed to write to Santander

requesting closure of the account with the funds being transferred to our savings account with Unity.

Meeting dates for 2024 – it was confirmed that when a bank holiday Monday clashes, the meeting date moved to the following Monday.

.gov.uk email addresses – clerk advised this is not required by law but could happen within the next few years. Current costs around £120 for the domain purchase with £10 per month for unlimited email addresses.

Training – as per NPTS email – anyone wanting to attend a training session, please let the clerk know.

TTSR – window damage – update under 11.a

Creake News – please let the clerk know of any items you wish to include. Closing date is normally the 2nd Monday of the month.

8. Open Spaces

- a. SAM2 Speed Signs: Awaiting battery change and relocation.
- b. Playground work – the work to date is looking great and it is hoped it will be completed by mid October, with images to go into the Creake News.
- c. Clerk to ask the mole man, Len Fletcher to attend.

9. Footway Lighting

- a. **To note any streetlights requiring attention:** None.

10. Finance

- a. **To note accounts for payment under the Late Payments Interest Act (1998):**
As appendix 1 (September) proposed Cllr Collins, seconded Cllr Abbey and all in favour
- b. **To approve the accounts for payment October to date:**
As appendix 2 proposed Cllr Collins, seconded Cllr Abbey and all in favour
- c. **To approve the Bank Statements, Bank Reconciliation and payments/receipts for September 2023 financial statements:** new reporting documents well received. Proposed Cllr Abbey, seconded Cllr Sexton and all in favour.
- d. **To approve the half year financial review:** Overall figures show +£8192.24 against budget. All in favour and the clerk to start work on the draft budget for the next meeting. This will be added to the website.

11. Correspondence

To note any general correspondence received.

- a. TTSR have been contacted by Clerk three times in the last week regarding the broken window in the Pavilion caused by their operative strimming. No update to date even with the evidence given. Clerk to follow up. ACTION Clerk
The TTSR contract runs out at the end of this year and clerk to arrange quotes.
- b. Slow Ways walking network email – with the Norfolk Coastal path, Peddars way and numerous footpaths and bridleways, it was decided that we have enough.
- c. Planning Department update session set for the 10th of October
- d. Willow tree work opposite Morleys Farm – invoice received today for £2208.00 and it was agreed that a good job has been done by Dan.
- e. NCC tree offer was discussed and Cllr Abbey to find out more information from Trevor and Dan regarding suitability.
- f. A cc. email has been received from a resident regarding overhanging bushes sent to Highways and we await their comments.
- g. Cllr Allen put forward a proposal for the dead tree stumps on the playing field to have them sculpted. Ideas put forward of Jess the much-missed dog, ducks, owls, herons, and otters. It is anticipated that the cost would be around £1000 and Cllr Allen to find out how much it would cost for one to start with and possibility of a large bench. ACTION TA

12. Highways Matters

- a. **Matters reported to the Clerk prior to the meeting:** None

13. Planning

- a. **To consider plans at the time of publishing:**
23/001612/LB –The demolition, widening and rebuilding of gate piers to vehicle access in front parking and turning area at Manor Farm, 57 Burnham Road, was considered and all in support, proposed Cllr Sexton as recreating original features, improving the area and road safety.

- b. **To consider plans since publication of agenda:** None
- c. **To note any decisions since the last meeting:** None
- d. **To note applications approved/refused by Borough Planning Control:** None

14. Allotment Matters

a. To receive a report from the Allotment Subgroup:

Cllr Amor advised that only 1 instance of dog poo since the last meeting.

The rubbish at the back of plot 43 – Cllr Sexton to check and arrange a trailer collection.

The track ruts are worse, and it was agreed to fill these in. Cllr Amor to send photos to all and all in favour of Cllr Chantree to help with the use of his tipper

- b. Clerk and Cllr Amor to meet up for site visits on the 11th of October.
- c. Clerk has sent out 3 new tenancy agreements.

15. To propose items for the Parish Council website: None.

16. Parishioner's Participation: None

17. Date of next Parish Council meeting and any agenda items:

It was noted that the next meeting was to be held on Monday 6th of November 2023 at 7.00pm.

Meeting closed: 8.35 pm.

.....Chairman Dated

APPENDIX 1

South Creake Parish Council

Payments for approved for September 2023

Name	Reason	Amount £	
S Harvey	Salary	241.97	Standing Order
SSE	electricity	105.15	Standing Order
Cozens	Lighting maintenance	36.00	
Community Car	Donation	150.00	
NPTS Training	Planning course	96.00	

Payments under the Late Payments Interest Act (1998):

PFK Littlejohn	External Audit fee	252.00
Starboard (Scribe)	annual subscription	437.40
Bank Charges		18.00

APPENDIX 2

South Creake Parish Council

Payments for approval October 2023

Name	Reason	Amount £	
C Boyden	Salary	230.83	
HMRC	PAYE	57.60	
SSE	electricity	105.15	Standing Order
TTSR	grounds maintenance July – August	1172.11	
Tree Work & Surveys	tree work	2208.00	

To 2.10.23

Payments under the Late Payments Interest Act (1998):