

## Snettisham Parish Council

Minutes of Snettisham Parish Council Meeting held 7pm on Tuesday 9<sup>th</sup> August 2022 at the Memorial Hall, Snettisham,

Present: Cllr K Penty (chairman)

Councillors: J Bailey, E Bateson, D Bocking, G Deverick, R Garwood, G Hall, T Hall, J Penty, J Smith, L Standeven, H Whyman-Naveh,

Clerk: C Smith

District Cllr I Devereux

Public: 3

Press: 1

2260    **Declarations of Interest**  
None

2261    **Apologies for Absence**  
Cllr S Gathercole – family commitments

2262    **Public Participation – it was agreed to move this item to later in the meeting**

2263    **Minutes of the Full Council meeting held on 12<sup>th</sup> July 2022**  
The minutes were accepted and signed as an accurate record of the meeting.

2264    **Clerks Report/Progress on items from previous meetings**  
Lodge walk – The Clerk reported that the warranties were out of date but Playdale customer services had been asked to attend to advise on how the surfacing could be improved.

Oak Tree Green – An update report had been provided and a request for the £50 grant to be paid was agreed. Cllr noted the planting date on 24<sup>th</sup> October. a request to purchase part of this land was received, it was agreed that the land could not be sold and was to be retained as public green open space.

Market Square Lining – it was noted that this was complete.

Freedom of information request – it was noted that this was complete.

Consultation with members of the public – it was suggested that dates for members of the public to come and talk to Cllrs could be arranged. It was agreed a regular surgery would be scheduled.

2265    **Reports**

2265.1    BCKLWN - Cllr Devereux reported

- That it was hoped successful bids to the levelling up fund would result in projects to rejuvenate Kings Lynn town centre and a replacement to the Oasis centre

Chairman.....

- Work continued with the Environment Agency regarding flood defences. Stakeholder meeting would be held in September with parish council representation.
- Cllr Devereux had visited the area where the fire had occurred and was pleased to see vegetation recovering. Cllrs expressed concern that the fire had started near pathways and there were bottles and litter that added to the fire risk.

2265.2 Memorial Hall Trust (Cllrs K Penty, J Smith, H Whyman-Naveh) The last committee meeting had been attended by Cllr reps. There was concern that the running costs of the memorial hall were not being met by current bookings. Cllrs discussed various ideas to generate bookings and income. It was agreed to consider a contribution from the parish council in the next budget. An action group was also formed to get together and see if they could help – Cllrs Smith, T Hall, G Hall, E Bateson, H Whyman-Naveh volunteered to start the group.

2265.3 Pavilion Steering Group (Cllr G Hall) – it was reported that a positive meeting had been held with more pledges of funding coming forward. Momentum was now gathering for the project to progress.

## 2266 Finance

2266.1 Payments – Cllrs agreed the payments schedule.

PAYMENTS 9th August 2022				
Payee Details		Net	VAT	Gross
70 npower Street lights electric June	DD	£ 112.00	£ 5.60	£ 117.60
71 3 Mobile Phone (monthly)	DD	£ 8.33	£ 1.67	£ 10.00
72 ECS Computers (monthly)	DD	£ 69.75	£ 13.95	£ 83.70
73 Eon Council Office electric	DD	£ 72.00		£ 72.00
74 BCKLWN monthly waste collections	DD	£ 84.65		£ 84.65
<b>PAYMENTS (to be approved)</b>	<b>Payment Type</b>			
75 Staff Salaries	bacs	£ 2,092.26		£ 2,092.26
76 HMRC	bacs	£ 596.29		£ 596.29
77 Norfolk Pension Fund	bacs	£ 613.91		£ 613.91
78 Westcotec streetlight maintenance monthly	bacs	£ 46.25	£ 9.25	£ 55.50
80 SLCC Clerk Training conference	bacs	£ 335.00	£ 57.50	£ 392.50
81 RoadArt	bacs	£ 445.00	£ 89.00	£ 534.00
82 Amazon (order R Garwood) War Memorial cleaning materials	cheque	£ 22.48	£ 4.50	£ 26.98
83 Pyshorn July gardening 11/7, 20/7	bacs	£ 144.00	0	£ 144.00
84 Ken Hill Allotment rent	bacs	£ 700.00	0	£ 700.00
85 T Holmes - Oak Tree Green finance	bacs	50		£ 50.00

2266.2 Bank Reconciliation 31<sup>st</sup> July 2022 – Cllrs received and noted the Bank reconciliation.

2266.3 Reserves report and CIL reserves –

It was noted that the reserves report now included the Market Square funding at £35500.

It was suggested that the CIL money that had already been received and was held in parish council accounts be identified in the reserves.

It was agreed that the £15k pledged to the pavilion fund would be paid from CIL reserves, when the project was ready to be commissioned.

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- 2266.4 Payments to staff for consultancy services – it was noted and retrospectively agreed that some payments to staff in 2021/22 had been directly invoiced and not made through PAYE payroll. It was agreed that all future payments to staff would be made through the payroll.
- 2266.5 Southgate lane clearance – Cllrs thanked Cllrs Penty and Garwood for the work that had already been done. It was agreed that this was a large job and following the quote received ABC would be asked to complete the clearance.
- 2266.6 War Memorial Cleaning – Cllrs thanked the volunteers Cllrs Penty and Garwood for their hard work cleaning the War Memorial.

2267 **Hornsea 3 offshore windfarm community funding consultation – to receive a request to take part in the consultation and consider a response** Cllrs noted the consultation.

2268 **Orchard Trees** - Cllrs agreed that an area of land at the end of Goosander would be planted with apple trees in Oct/Nov.

2269 **Anafarta** – The memorial service on 3<sup>rd</sup> September would be attended by Cllr Smith a printed copy of the introduction letter and a photo of Snettisham would be sent.

2270 **Planning**

#### **Applications**

**21/02140/F** -Conversion and extension of barn into residential dwelling and proposed access at Sutton Lea Manor, 4 Bircham Rd, Snettisham **Objection – Cllrs noted the comments from highways but continued the objection as the access was considered too dangerous**

**22/01079/F** – single storey rear extension and installation of roof light to rear of property 14 Station Rd **No Objection**

**22/01119/F** – Proposed alteration to existing opening to provide larger window. | White Rose Cottage 15 Old Church Road Snettisham **No Objection**

#### **Decisions – Cllrs noted the decisions**

22/00351/F Snettisham County Primary School Road Snettisham KINGS LYNN Norfolk PE31 7LT - Extension to Main School block to provide secure entrance area and associated enabling works. **Application Permitted delegated decision**

22/00669/LB The Hollies 12 Lynn Road Snettisham King's Lynn Norfolk PE31 7LS - Listed Building: Change of use to annex with minor internal alterations **Application permitted delegated decision**

22/00670/F Carrington House 12 Lynn Road Snettisham King's Lynn Norfolk PE31 7LS - To convert the coach house into an annex to the main house **Application permitted delegated decision**

21/01832/F Snettisham Garages Rear of Fish & Chip Shop Alma Road Snettisham Norfolk - Demolition of the existing commercial unit and triple garage and erection of two semi-detached dwellings, provision of car parking and associated hard and soft landscaping. **Application Permitted Delegated Decision**

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22/00683/LDP Snettisham 50 The Beach Shepherds Port Snettisham Norfolk - Replacement static caravan/ holiday lodge sited under approval (06/00533/F) and 1968 Caravan Act. **Would be Lawful Delegated Decision**

**2270 Public Participation**

Pavilion – when the building work might start was discussed, it was thought that it would commence in 2023. Cllr Hall confirmed that the final design and build would be achieved within funds raised. Some elements of the project may be changed if required to achieve that. It was confirmed that the pavilion was for use by all not just the cricket club. There was a general discussion on the use of the field and raising money for the project and the Memorial Hall Trust.

**2271 Councillors resolved to move into closed session**

**2272 To resolve on recommendations from the members of the Personnel Committee**

2271.1 **Staff Contracts and Job description** - it was agreed to issue the contract and job description drafted and reviewed by the personnel committee so that all staff members were in receipt of a contract.

2271.2 **Annual Pay review – it was agreed to review the pay of the outside staff member**

2271.3 **Clerk Completion of probationary period – it was agreed that the clerk had passed the probationary period and was appointed as a permanent member of staff.**

2271.4 **Pensions regulator reporting date – it was agreed to set a reporting date of 1<sup>st</sup> September for the Pension regulator.**

**2272 Date of Next Meeting**

Full Council – **Wednesday 14<sup>th</sup> September** Cllrs discussed dates going forward and it was agreed to look at returning to Tuesdays subject to staff and venue availability.

Amenity Committee– **Tuesday 27<sup>th</sup> September 2022**  
Meeting Closed 8.50pm

Chairman.....