

Snettisham Parish Council

Minutes of Snettisham Parish Council Meeting held at 6pm on Tuesday 13th June 2023 at the Memorial Hall, Snettisham,

Present: Cllr K Penty (in the chair)

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

Clerk: C Smith

Public: 4

Press: 1

125 **Declarations of Interest**

None

126 **Apologies for Absence**

District and County Cllr S Dark – District Council commitments

127 **Public Participation**

Comments were made on the custodian trustee status of the Memorial Hall and Pavilion; Council were urged to ask for more evidence of how a renovated Pavilion would be run.

Cllrs were thanked for holding a public meeting about the Pavilion and were asked not to consider the project further without a surveyor's report and updated costings.

128 **Minutes of the Annual Council meeting held on 16th and the Extraordinary Meeting held on 17th May 2023**

The minutes were accepted and signed as an accurate record of the meetings.

129 **Clerks report and progress on any matters arising from previous meetings.**

130 **Office lighting and heating** – Work will go ahead in early July.

131 **Community Printing** – help with printing has been given to WI recipe book and posters for the Scouts and RBL.

132 **Notice Board** – The board has broken and needs to be replaced urgently; costs are around £550 for like for like. Cllrs noted that the costs of the new board were on the payment list and agreed to go ahead with the purchase.

133 **Memorial Hall Trust** – The clerk read, and Cllrs noted a letter of thanks that had been received for the donation of the Mower.

134 **Reports**

135 **NCC and BCKLWN District Councillor S Dark**

The clerk read the report sent by Cllr Dark, it reminded Cllrs that as County and District Cllr he has access to limited funds for highway and environmental projects. There was also a budget for community good causes as well as being able to support CIL funding projects.

Cllr Dark also reported that the funding for the QEH rebuild had been confirmed with a fast time build for a major hospital of 2030.

Chairman.....

136 **Correspondence**

Councillors received information on the Manger Elk lifting system and agreed to invite Sue McDowell to a future meeting.

137 **Finance**

PAYMENTS/Income 13 June 2023					
Payee Details			Net	VAT	Gross
Direct Debit contracted payments		Payment Type			
224	3 Mobile Phone (monthly)	DD	£ 8.33	£ 1.67	£ 10.00
225	ECS Computers (monthly)	DD	£ 80.50	£ 16.10	£ 96.60
226	Eon Council Office electric	DD	£ 86.39	£ 4.32	£ 90.71
227	BCKLWN monthly waste collections	DD	£ 84.65	-	£ 95.98
228	apogee printing	DD	£ 126.00	£ 25.20	£ 151.20
PAYMENTS (to be approved)		Payment Type			
229	Staff Salaries	bacs	£ 2,231.06		£ 2,231.06
230	HMRC	bacs	£ 654.64		£ 654.64
231	Norfolk Pension Fund	bacs	£ 646.75		£ 646.75
232	Westcotec streetlight maintenance monthly 14726	bacs	£ 46.25	£ 9.25	£ 55.50
233	Lawn Boy Ride on Mower	bacs	£ 5,414.17	£ 1,082.83	£ 6,497.00
234	S Hunt - internal audit	bacs	£ 221.00		£ 221.00
235	KBS Depot notice board	bacs	£ 503.00	£ 100.60	£ 603.60
236	Bowls Club grant awarded Dec 22	bacs	£ 2,489.00		£ 2,489.00
Income					
	vat refund Jan - March 23				£ 975.83
	Cil credit				£ 1,903.69
	Insurance refund for streetlight				£ 1,841.00

138 **Payments** – Cllrs agreed the payments schedule and noted the income for June 2023.

139 **Bank balances were noted at the end of May as Current £500 and Business £284,525.84**

140 **To approve the asset register as at 31st March 2023**

Cllrs received and approved the asset register to end of March 2023. The number of dog bins would be surveyed and updated in this year.

141 **To receive the internal audit report and certificate 21/22**

Cllrs received the internal audit report and noted there were three recommendations. The clerk would take these forward. The AGAR internal audit certificate was received.

142 **Exercise of public rights 19th June to 28th July 2023.** Cllrs agreed the period for the exercise of public rights to be 19th June to 28th July.

143 **Annual governance statement 2022/23** - Considering each statement in turn, Cllrs agreed yes to each of the annual governance statements, these were signed by the Chairman.

144 **Annual accounting statements 2022/23** – the annual accounting statements were agreed and signed by the Chairman.

Chairman.....

145 **Policies**146 **Complaints procedure** – was reviewed and adopted with no amendments.147 **Risk management** - was reviewed and adopted with no amendments.148 **Financial regulations** – was reviewed and updated with 2022 legislation requirements that all contracts over £30k would be advertised. Cllrs also agreed that for work under £30k the clerk would strive to get three quotes but must have 2. It was also agreed that purchases needed urgently could be made by the clerk with the agreement of the Chair.149 **Aims and Objectives** – it was agreed to adopt with no amendments.150 **Planning****Applications**

23/00737/O Proposed chalet bungalow. Resubmission of 23/00091/O - plot size increased following Planning Officer's comments Land to the Rear of 24 Common Road, Snettisham – Cllrs agreed to object to this application on the same basis as the previous application that the development was not in the preferred site for development and that the piecemeal development put further strain on the local infrastructure.

TOWN AND COUNTRY PLANNING ACT 1990, SECTION 257: THE BOROUGH COUNCIL OF KING'S LYNN and WEST NORFOLK (DIVERSION OF FOOTPATH 18 (PART) SNETTISHAM) ORDER 2023 Cllrs agreed they had no objection to the diversion.

Decisions

23/22/02146/O Grooms Cottage 12A Lynn Road Snettisham KINGS LYNN Norfolk PE31 7LS - Proposed rear two storey extension and patio and associated alterations.
– **Application Permitted**

151 **Late Planning**

22/00704/FM Construction and operation of a solar farm comprising an array of ground-mounted solar photovoltaic ("PV") panels and containerised batteries and associated infrastructure Land at Sedgeford Hall Estate Fring Road Sedgeford –
Cllrs agreed to make no comment

23/00826/LDP Lawful Development Proposed -The property is a bungalow where the lounge / dining room is to the rear of the property and currently has sliding patio doors into a conservatory that leads to the garden. This application is to remove the existing conservatory and extend the full width of the lounge / dining room to the rear by 3m. There is no change in access to the property. The extension will have a pitched roof and the run off water will utilise existing services. 11 Strickland Ave – **It was agreed to make no objection**

23/01021/F Single storey rear and side extension to dwelling, Garden Lodge, 9 Teal Close – **It was agreed to make no objection.**

Chairman.....

2/TPO/00017 - All the work is identified in the report by Golden Tree Surgeons Lodge Walk Snettisham - **Cllrs noted the application.**

152 **Public Participation**

153 **Dates of next Meeting**

Next Council Meeting 11th July 2023 6pm Memorial Hall

Amenities Meeting 25th June 2023 6pm Memorial Hall

154 **It was resolved to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 S.1 (2)**

155 **Tree work** – it was agreed to award the Tree work to Golden Tree Surgeons.

156 **Email commenting on the minutes and the extraordinary meeting** – Cllrs received and noted the correspondence.

157 **Letter of complaint from a resident regarding alleged breaches of the Nolan Principles** – Cllrs received and noted the correspondence.

158 **Letter from the Chairman, Memorial Hall Trust Pavilion Fund** – Cllrs received the correspondence. It was agreed by a majority vote of 7 to 5 to set aside a further £35k in earmarked reserves, bringing the total pledged to £50k. This would be set aside for up to 2 years, if the project was not ready to start work after this point the allocation would be reviewed. Cllrs Bateson, Garwood and Whyman-Naveh asked for their votes against this proposal to be recorded.

Meeting closed 8.07pm.

Chairman.....