

## Snettisham Parish Council

Minutes of Snettisham Parish Council Meeting held at 6pm on Monday 13 November 2023 at the Memorial Hall, Snettisham,

Present: Cllr K Penty (in the chair)

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

Also present Sarah Bristow- Locum Clerk and 3 members of the public

### **249 Apologies for Absence**

All present.

### **250 Declarations of Interest and dispensations**

Cllr D Bocking gave a Personal Interest in agenda item 8 Allotments as he is the Chair of the Allotment Association.

### **251 Public Participation**

A Parishioner advised that there was two dead trees in Southgate Lane which needed to be removed. They were large trees of around 20ft in height. Cllr K Penty advised that he would look into getting the trees removed on health and safety grounds.

### **252 Minutes of the Annual Council meeting held on 10 October 2023**

The minutes were signed by the Chair as a true and accurate record of the meeting.

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

#### Streetlights

Cllr J Penty advised that streetlight 109 had been reported to the Streetlight Maintenance Contractor as not working. It was checked and the contractor had advised that there is water ingress and it has been reported to EDF Energy for them to come and repair.

#### Hall's Foundation Fund

The Clerk had applied for a grant from the fund but had not received an acknowledgement. Cllr Bocking advised that they were not due to meet to decide on grants until January so we might hear after that.

### **254 Norfolk County Council report**

Cllr Dark was unable to be present this evening.

### **255 BCKLWN Council report.**

Cllr Dark was unable to be present this evening.

### **256 Finance**

Payments/Receipts –

Please see List Attached.

Chairman.....

It was resolved for the following list of payment to paid. It was also resolved to accept a quotation for £1250 from Britania Groundworks for work to the Market Place but this would not be completed until the New Year and the Old Bank was not being used.

**257 Bank balances**

The Locum Clerk advised that at end of October 2023 the Current Account is £570, the Business Account is £241,476.54. It was resolved for the Locum Clerk to undertake the Bank Reconciliation and email round to Council.

**258 Budget Setting for 23-24.**

The Locum Clerk advised that work needs to be achieved regarding setting the budget so that a Precept can be set for the end of January 24. It was resolved to have a working party at the office on the 4 December 2023 at 3.00pm.

**259 Allotments**

Cllr K Penty explained regarding the new agreement. The cost was now £1,000 which would be covered by the Allotment Association. **It was resolved for the agreement to be signed.**

**260 Display of Turkish Gifts –**

Cllr K Penty explained that he had spoken with Rev Tansey who is a carpenter and willing to work on a design with the council to display the Turkish Gifts. **It was resolved for Cllr K Penty to working with Rev Tansey on the display.**

**261 To note correspondence relating to Post Office collection**

Cllr K Penty advised that he had not seen any correspondence. **It was resolved to defer until the next meeting.**

**262 Planning Applications**

23/01819/F Application for Change of use of land from Deer Park to Deer Park incorporating four modular cabins, together with associated infrastructure, and alterations to, including change of use of, an existing barn to serve as an arrivals building and facilities hub associated with those cabins and a lap pool. at Deer Park East of St Thomas Lane Snettisham **It was resolved to recommend refusal as the roads access to this area is not currently adequate and not adequate to take any more traffic.**

23/01912/F Application for Front and side elevation extensions and alterations to dwelling Sunnybank 44 Bank Road Shepherds Port Snettisham **It was resolved to recommend approval on this application.**

23/01562/F Application for Variation of Condition 2, 11 and 12 of Planning Permission 21/02479/F: Construction of a single bespoke

Chairman.....

dwelling and associated works (amended design) at Plot 1 Norton Hill Snettisham **It was resolved to recommend approval on this application.**

23/01561/F Application for Variation of Condition 2, 11 and 12 of Planning Permission 21/02310/F: VARIATION OF CONDITION 2: 19/02079/F - Proposed new Dwelling at Woodland North West of 7 - 8 (Plot 2) Snettisham **It was resolved to recommend approval on this application**

### **263 Public Participation**

A Parishioner reminded the Council regarding the CIL money and monies for the Pavilion that was ringfenced for the Pavilion. Cllr K Penty advised that it was ringfenced for two years.

A Parishioner advised that a message had been received regarding the Bonfire Night and the person who had cancelled the event. This is not correct and this person did not cancel the event. **It was resolved for Cllr J Penty to email and explain.**

Cllr K Penty assured that the minutes of the last open spaces committee meeting would be circulated.

### **264 Dates of next Meeting**

Next Council Meeting 11 December 2023 6pm Memorial Hall

**Cllrs resolved to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 S1(2)**

**265 Personnel Committee report** – Cllrs received a report from the personnel committee confirming the resignation of the clerk and the agreed procedure for recruitment. It was agreed that a Locum clerk service from NALC would be in place until a new clerk was appointed.

**After discussion it was resolved for the job advert be taken down and amended and to be readvertised in January 2024. The Locum Clerk to work with Cllr MacKenzie on the advert.**

With no further business the meeting was closed by the Chair at 7.40pm.

Chairman.....

**Snettisham Parish Council**  
**PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
130 Street Lighting Electric	14/11/2023		Current Account		streetlight electric	SSE Business Energy	L	111.38	5.57	116.95
130 Street Lighting Electric	14/11/2023		Current Account		streetlight electric	SSE Business Energy	L	39.32	1.97	41.29
129 Market Square Electric	14/11/2023		Current Account		Market Place electrics	British Gas	S	9.90	1.98	11.88
131 Training	14/11/2023		Current Account		Whole Council Training	NALC	S	180.00	36.00	216.00
136 Street Lighting Electric	14/11/2023		Current Account		streetlight electric	SSE Business Energy	L	778.43	38.92	817.35
136 Street Lighting Electric	14/11/2023		Current Account		streetlight electric	SSE Business Energy	L	279.37	13.97	293.34
132 Trees	14/11/2023		Current Account		Tree Work	golden Tree services	S	5,295.00	1,059.00	6,354.00
133 Elections	14/11/2023		Current Account		Uncontested Election	KLWNBC	S	45.50	9.10	54.60
134 Dog Waste Bins	14/11/2023		Current Account		Bin bags	Viking	S	28.91	5.78	34.69
135 Health & Safety	14/11/2023		Current Account		Health & Safety	Shelikes Manchester Ltd	S	24.16	4.83	28.99
<b>Total</b>								<b>6,791.97</b>	<b>1,177.12</b>	<b>7,969.09</b>

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