

**Minutes of the Parish Council Meeting of Neatishead Parish Council held on Thursday 18<sup>th</sup> January 2024 at 7.30pm at New Victory Hall, Neatishead**

**Present:** Cllr Michael Godfrey (Chairman)  
Cllr Robert Hanger (Vice-Chairman)  
Cllr Alex Craker  
Cllr Ben Mullard  
Cllr Jane Rutter  
Parish Clerk Laura Bateman

**Also present:** 10 members of the public

**1. Apologies**

Cllr Richard Price – South Smallburgh Division, Norfolk County Council  
Cllr Gerard Mancini-Boyle – District Councillor, Hoveton & Tunstead Ward  
PC Matt Pritty – Norfolk Constabulary

**2. Declaration of Interest and applications for dispensations**

Cllr Hanger declared an interest in the Poor's Trust

**3. Minutes of the previous meeting**

Minutes of the November meeting were AGREED

Proposed Cllr Mullard, seconded Cllr Craker, all in favour

**4. To receive updates from Clerk on actions arising from the previous meeting that do not appear elsewhere on the agenda**

- a) A response had been received from Norfolk County Council rejecting the idea of having SLOW road markings on the road
- b) A draft Biodiversity Policy had been received from Norfolk ALC which the clerk will adapt and present to council for agreement in due course.

**5. Public Speaking**

**a. County Councillor**

The clerk read a report sent from Cllr Price stating he remained engaged with coordinating responses to flooding incidents and will be attending Duncan Baker's Flood meeting on 2nd February. An independent assessment of using Community Speed Watch ANPR cameras had not been successful so there will be no support with this initiative. However, there has been a two-year trial in Suffolk that has independent assessment and Norfolk Police are now using ANPR cameras in certain areas. He will now focus on trying to find a way for Sam 2 data to be made more use of.

**b. District Councillors**

Nothing to report

**c. Police**

The clerk read a report submitted by PC Pritty stating there were five calls in total from Neatishead to the police, four of which did not need any attendance and one was in relation to a boat user who has now left The Staithe. Patrols of the school have taken place with nothing to report. There have been reports from neighbouring parishes regarding some equestrian items being stolen from a livery in Potter Heigham and Horning as well as some electric fences, energisers and batteries.

#### d. Public

The Reverend Ben Bradshaw made an appeal to the council to consider the grant application submitted from St Peter's Church favourably, explaining the church's financial predicament of maintaining the building and the grounds. He stated a handful of volunteers give up a lot of free time to help maintain the church and monetary donations only come from a very small church congregation. There were concerns that if the graveyard was to close, local residents would not be able to be buried with their family members. Several members of the public reiterated the Reverend's words.

### 6. **To consider application for co-option of councillor**

The council AGREED to co-opt the applicant for parish councillor. The clerk will contact the applicant and arrange for the necessary forms to be completed.

Proposed Cllr Mullard, seconded Cllr Rutter, all in favour.

### 7. **Planning**

#### a) New Applications (North Norfolk District Council)

i. PF/23/2506 Street Hill Farm, The Street, Demolition of existing conservatory. Erection of front porch and ground and first floor extensions. Enlargement of first floor window on front elevation and ground floor window on side elevation. This application was NOTED

ii. PF/23/2615 Wyndwood, King Street, Single storey side extension and rear extensions to dwelling. There were no objections to this planning application.  
Proposed Cllr Rutter, seconded Cllr Craker, all in favour.

iii. PF/23/2726 Watership Down, Church Road, Single storey rear extension to dwelling; replacement front porch; external alterations including roof lights to south elevation  
There were no objections to this planning application.  
Proposed Cllr Rutter, seconded Cllr Craker, all in favour.

#### b) New Applications (Broads Authority)

None

#### c) Decisions and Appeals (North Norfolk District Council)

i. APPROVED Caravan Site, Street Hill Farm, The Street: Erection of amenity and facilities building for use in association with touring caravan site

ii. APPROVED PF/23/1306 Caldervan, Common Road, Threehammer Common: Two storey extension with first floor balcony; porch extension; additional ground and first floor window openings in north elevation; detached building with garaging and home office/studio following removal of dilapidated garage and outbuildings; alterations to access (revisions to previously approved application PF/21/3300)

It was noted that an email was received from a member of the public outlining errors within the planning officers report. It was agreed the parish council would submit feedback to the planning department in relation to these errors and also expressing disappointment in the planning officer's decision.

**ACTION Cllr Godfrey**

- d) Decisions and Appeals (Broads Authority)  
None

## **8. Matters Arising**

- a) The camera had been on Irstead Road since November and there had been a low percentage of vehicles recorded as speeding. The camera would be moved to School Road near the industrial estate next. It was agreed the layout of the data provided was useful.
- b) The Big Breakfast event held at New Victory Hall had been successful, raising enough money to match the funding available for half the cost of a new defibrillator. A suitable location needed to be confirmed and an appeal would be made to the general public particularly in the King Street area for anyone willing to provide a location and electricity supply to the machine. Clerk to create a Facebook post and find out how much electricity a defibrillator uses. It was agreed to accept the offer from the White Horse pub to receive money raised at the next quiz night but for the proceeds to be split with Barton and Irstead Parish Council.  
**ACTION PARISH CLERK**
- c) The Standing Orders were agreed in principle. A paragraph is to be added regarding frequency of policy reviews and for an appendix of a policy record and review dates to be included.  
**ACTION PARISH CLERK**
- d) There was a discussion around the implementation of a QR code at The Staithe for donations rather than a cash box. There are security implications that need to be considered. Cllr Craker would discuss with the shop to see if they could help. It was noted that a cash box was still needed for the start of next season as it was unlikely an alternative solution would be in place in time.

## **9. Maintenance & Risk Assessments**

- a) The new boundary fence had been installed at The Staithe and the residents were now deciding whether to put up a new fence or not. The Broads Authority are to install a suitable barrier to stop anyone falling in the water.
- b) The annual risk assessment of the play area was considered and it was noted any issues were very low risk and no immediate action was required.
- c) Recreation ground car park – none
- d) Recreation field – none
- e) A complaint in regards to children stealing fruit from allotments was noted, Cllr Mullard will approach the school to discuss this further, although it was noted that the children may not be pupils at the local school.  
**ACTION Cllr Mullard**
- f) School green – none
- g) Cllr Hanger stated he would fill the pothole at the village hall car park. **ACTION Cllr Hanger**

## **10. Correspondence**

- a) Duncan Baker's invitation to a public meeting on 2<sup>nd</sup> February regarding flooding was NOTED.

## 11. Financial matters

- a) With an increase in the grant budget from £500 to £550 the 2024-2025 budget was AGREED, setting the precept at £13,225

Proposed Cllr Godfrey, seconded Cllr Mullard, all in favour

- b) The clerks pay increase from SCP19 (£15.48) to SCP20 (£15.75) was AGREED following a satisfactory appraisal. It was AGREED that the increase to SCP21 due in April is AGREED in principle but will be formalised at the April meeting.

Proposed Cllr Godfrey, seconded Cllr Rutter, all in favour

- c) It was AGREED Jo Raby would be appointed as internal auditor

Proposed Cllr Craker, seconded Cllr Hanger, all in favour

- d) It was AGREED to accept ABC Landscaping's quote of £2,950 for annual grass cutting contract 2024.

Proposed Cllr Hanger, seconded Cllr Craker, all in favour

- e) The quarterly budget report was NOTED.

- f) Financial Update

The payments in/out of the two bank accounts were NOTED. A request to include a total figure of transactions in the future was noted by the clerk.

- g) To consider payment of the following:

i.	L Bateman	Salary Nov 23 – Jan 24 54 x £15.48	£835.92
ii.	L Bateman	Expenses (phonex2/WFHx2)	£29.70
iii.	New Victory Hall	Room Hire November	£19.00
iv.	Countrystyle Recycling	Glass recycling	£9.00
v.	Countrystyle Recycling	Glass recycling	£21.00
vi.	Countrystyle Recycling	Glass recycling	£18.00
vii.	Play Inspection Company	Playground annual inspection	£116.40

All AGREED to be paid. Proposed Cllr Godfrey, seconded Cllr Mullard, all in favour

## 12. Other matters

A member of the public queried the proposed locations for the defibrillators. It was explained this was being considered, taking into account public feedback.

Cllr Godfrey confirmed that Barton and Irstead Parish Council were not organising any V.E. day celebrations.

## 13. Date of Next Meeting

Thursday 15<sup>th</sup> February 2024 at 7.30pm New Victory Hall, Neatishead

The meeting closed at 9.26pm.

**CHAIRMAN**