

**Minutes of the Annual Parish Council Meeting of Neatishead Parish Council held on
Thursday 16th May 2024 at 7.30pm at New Victory Hall, Neatishead**

Present: Cllr Robert Ferrier-Hanger (Chairman)
Cllr Michael Godfrey (Vice-Chairman)
Cllr Daniel Moulton
Cllr Ben Mullard
Cllr Jane Rutter
Parish Clerk Laura Bateman

Also present: 1 member of the public

1. Election of Chairperson

Cllr Ferrier-Hanger was elected Chairman. Proposed Cllr Godfrey, seconded Cllr Moulton, all in favour

2. Election of Vice Chairperson

Cllr Godfrey was elected Vice Chairman. Proposed Cllr Ferrier-Hanger, seconded Cllr Rutter, all in favour

3. Apologies

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

4. Declaration of Interest and applications for dispensations

Cllr Ferrier-Hanger declared an interest in the Poor's Trust in regards to item 11a)

5. Minutes of the previous meeting

Minutes of the meeting held on 18th April 2024 meeting were AGREED as an accurate record.
Proposed Cllr Godfrey, seconded Cllr Mullard, all in favour

6. Public Speaking

a. County Councillor

The clerk read a report sent from Cllr Price stating Norfolk County Council had their annual meeting and Councillor James Bensly has been appointed Cabinet Member for the Environment, which includes responsibilities for flooding. As the member for Hemsby, Cllr Bensly has good knowledge about flooding issues and also coastal erosion.

Cllr Price recommended Sam 2 data is analysed to highlight specific locations with time slots that indicate regular speeding occurrences. That information should be sent to PC Matt Pritty with a copy to Cllr Price. He continues to campaign with the PCC to get a dedicated police team to receive and analyse Sam 2 data, but so far has not had any success.

b. District Councillors

No Report

c. Police

The clerk read a report submitted by PC Pritty stating there had been two calls made to the police from Neatishead in the past month regarding pest control.

d. Public

A member of the public raised the issue of speeding vehicles on Street Hill and asked if the SAM2 camera could be located there. The parish council have previously explored this possibility but the road layout does not meet the requirements for the camera to effectively record vehicles speed.

7. Planning

a) New Applications

- i. (Broads Authority) BA/2024/0170/HOUSEH Miramar, Irstead Road, Neatishead, rear extension and alterations. The council had no objections to this application

b) Decisions and Appeals (North Norfolk District Council)

- i. PF/24/2024 Single Story extension to dwelling, The Home Cottage King Street Neatishead was NOTED as being approved.

c) Appeals

None

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

- a) The SAM2 camera will be returned to Neatishead on 1st June. It will be located firstly at School Lane and then from 1st July at Irstead Road.
- b) Flexitog have agreed to fund the deficit in the installation cost of the defibrillator and the electrician is available on 20th May 2024. It was AGREED to accept the quote and instruct the installation work to start. Cllr Godfrey would liase with the electricians in regards to meeting them at the site. Proposed Cllr Ferrier-Hanger, seconded Cllr Mullard, all in favour **ACTION Cllr Godfrey**

9. Governance Matters

The Notice of Vacancy had been published and the period ended uncontested, therefore the council can now co-opt any applicants for the vacancy of parish councillor.

10. Maintenance & Risk Assessments

- a) i. Cllr Ferrier-Hanger should install the new payment signs at the Staithe next week.
- ii. A plumber has ordered new taps for the Staithe but could not source new filters. The need for the filters was questioned but it was believed Anglian Water had required these. Enquiries to be made with Anglian Water to see if these are still necessary. Cllr Mullard will ask plumber to add lagging to the pipes for winter and Cllr Ferrier-Hanger would look at creating a wrap to protect the pipes from freezing.
- ACTION Cllr Mullard and Cllr Ferrier-Hanger**
- iii. Cllr Ferrier-Hanger has spoken to the ranger regarding the flooding of the french drain at the Staithe. It is difficult with the excess rain experienced to make a proper assessment of any issues. The ranger has agreed to monitor and test the taps for leaks.

iv. It has been established the lifebelt previously at the Staithe was the property of the parish council and had been removed due to being in a poor condition. The Broad's Authority provide throwlines on the mooring signs so it was agreed the lifebelt would not be replaced.

It was agreed Cllr Mullard would collect the cash donations and pass onto the clerk at meetings for banking. Cllr Godfrey would assume the responsibility of the risk assessment of the village hall car park.

- b) A quote has been received for an inspection of the zipwire of £586 which was deemed too much given that the company has stated this still would not be a full internal safety inspection. It was AGREED to add ROSPA guidelines for visual checking into the playground risk assessment and arrange for the cable tension and brake springs to be replaced in next year's budget. **ACTION Parish Clerk**
- c) Recreation ground car park – the rubbish has been removed by Cllr Moulton
- d) Recreation field – the footpath was becoming encroached with overgrown ivy. Cllr Godfrey and Cllr Moulton would cut this back. **ACTION Cllr Godfrey and Cllr Moulton**
- e) Allotment – none
- f) School green – none
- g) Village Hall car park - none

11. Correspondence

- a) Details of the Norfolk County Council Mortification Order 2022 (Neatishead-Alderfen Broad) inquiry was noted. It was deemed the parish council did not need to send a representative to the inquiry.
- b) The email received regarding a drop in mobile phone signal was discussed. It was noted there had been a temporary mast which had now been moved to a permanent site which could have caused a change in signal strength. The council agreed to monitor any further reports.
- c) The wildlife creation project was discussed and noted as a positive project in accordance with the council Biodiversity Policy.

12. Financial matters

- a) It was AGREED to accept the renewal quote provided by Zurich for the parish council's insurance from 1st June 2024. Proposed Cllr Ferrier-Hanger, seconded Cllr Moulton, all in favour
- b) The end of year bank reconciliation was reviewed and uncontested
- c) The clerk had investigated previous council meeting minutes to try to locate any record of earmarked reserves and had found none. It was AGREED to dissolve any previous earmarked reserves that may have been made by council but details of which were now unknown. The clerk had created a thorough recording system for reserves going forward. The reserves statement 2023/2024 was AGREED

Proposed Cllr Ferrier-Hanger, seconded Cllr Rutter, all in favour

- d) It was AGREED to ring-fence all funds received towards the purchasing, installation and maintenance of defibrillators in earmarked reserves. Proposed Cllr Rutter, seconded Cllr Moulton, all in favour
- e) It was AGREED to move £1250 from the current account to the savings account now and then a further £1250 to be moved on receipt of the second half of the precept in October. Consideration would be made to the council's finances early 2025 to see if more could be transferred to increase the council's general reserves. Proposed Cllr Ferrier-Hanger, seconded Cllr Rutter, all in favour
- f) Financial Update
The payments in/out of the two bank accounts were NOTED.
- g) To consider payment of the following:

i.	L Bateman	Salary April – May 24 24 x £16.02 £5 WFH	£389.48
ii.	New Victory Hall	Room Hire April 2024	£21.70
iii.	G Signs	Staithe donation signs	£55.20

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

13. Other matters

It was noted the Staithe needed some tidying, particularly with overhanging branches impinging the footpath on the westside. Cllr Godfrey would meet with a tree surgeon to gain a quote for cutting the trees back and the landowners where the trees are sited would then be approached to discuss the work being carried out.

ACTION CLLR GODFREY

The clerk reminded the council she was on Annual Leave from 20th May 2024 for one week so would not be contactable.

14. Date of Next Meeting

Thursday 20th June 2024 at 7.30pm New Victory Hall, Neatishead

The meeting closed at 8.43pm

CHAIRMAN