

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council
held on Thursday 18th May 2023 at 7pm at Cantley Village Hall**

Present: Dot Machin (Chair)
Peter Key
Jan Davis
Kevin Francis

Also present: Melanie Eversfield, the Clerk

1. To elect a Chair for the ensuing year and sign the Declaration of Acceptance of Office

It was proposed, seconded and unanimously agreed that Cllr Dot Machin be elected Chair for the ensuing year. She signed the Declaration of Acceptance of Office.

2. To elect a Vice-Chair for the ensuing year and sign the Declaration of Acceptance of Office

It was proposed, seconded and unanimously agreed that Cllr Steve Bennett be elected Vice-Chair for the ensuing year.

3. To confirm that all councillors have signed the Declaration of Acceptance of Office.
Confirmed.

Public Forum

4. District Cllr J Davis and District Cllr E Lamings had circulated a report before the meeting.

5. Apologies

Apologies were received and accepted from Cllrs B Pawsey, N Knight and S Bennett. District Cllr E Lamings and County Cllr A Proctor also sent apologies.

6. Declaration of Interest for items on the agenda

There were none.

7. Minutes of the meeting held on 23rd March 2023.

Agreed.

8. Minutes of the meeting held on 20th April 2023.

Agreed.

9. Urgent Items to be raised through the Chair

It noted that the Clerk's recent letter of resignation will be dealt with at the next meeting.

10. Matters Arising

a) Report regarding Food Waste – defer to the next meeting.

b) Churchyard Challenge – Cllr Davis gave a detailed report on this matter. Churches Conservation Trust asked Cantley Church if it would be interested in a funding bid. Volunteers were sought and the bid has been successful. Surveys will be undertaken in the first instance.

c) King's Coronation – The bottles have been delivered and can now be distributed. It was agreed to reimburse The Chair £60.00 for the chocolates she bought the children.

11. Highways and Transport

The Clerk reported that she had asked officers and the leader of Norfolk County Council for a meeting in relation to parking in Langley Road and various other highway issues. She is awaiting a response; however it was noted that things are being done around the parish.

12. Finance

- a) The account summary, budget comparison and bank reconciliation for the financial year ending 31st March 2024 as of 30th April 2023 was received and noted.
- b) The following payments were consider and **agreed** that all should be paid by Standing Order:-
 - i) Mrs M Eversfield May Salary £255.67

13. Ongoing Matters

- a) Limpenhoe Village Green
It was noted that the Clerk is still investigating further options for the site that are within budget and bring back to the Council.
- b) Newsletter
It was agreed that when the newsletter arrives the Clerk will deliver to Cllr Davis who can deal with the distribution in the chair's absence.
Network Rail
- c) It was noted that there is a sign stating that the footpath over Church Road crossing is going to be closed. It is therefore hoped that the gates will be changed.

14. Items for the Next Months Agenda

As per meeting minutes.

15. Date of Next Meeting

Thursday 15th June 2023 at 7.00pm at Cantley Village Hall

The meeting closed 8.02pm

CHAIR