

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council  
held on Thursday 18<sup>th</sup> November 2021 at 7.00pm at Cantley Village Hall**

**Present:** Dot Machin (Chair)  
Kevin Francis  
Steve Bennett  
Norma Knight  
Jan Davis (also District Councillor)

**Also present:** Melanie Eversfield, The Clerk.

**1. Public Forum**

As no parishioners were present there was nothing for the public forum.

**2. Apologies**

Apologies were received and accepted from Brenda Pawsey and Peter Key. District Councillor Laming also sent her apologies.

**3. Declaration of Interest for items on the agenda**

There were none.

**4. Minutes of the meeting held on 21<sup>st</sup> October 2021**

The minutes of the meeting were **agreed** as an accurate record and signed by the Chair.

**5. Urgent Items to be raised through the Chair**

There were none.

**6. Matters Arising**

a) Yare Grain – Dot Machin and Jan Davis gave a detailed update with regard to the site meeting and were satisfied that all planning conditions had been adhered too.

b) Network Rail – It was noted that no response has been received as yet. The Clerk to continue dealing with this. **Clerk**

**7. Highways and Transport**

a) It was noted that a site meeting taken place on 2<sup>nd</sup> November with NCC Highways. No further communication had been received. The Clerk to chase. **Clerk**

b) A report from Cllr J Davis in relation to flooding and sewage was received and noted. Cllr J Davis to continue to chase this issue with the relevant authorities. **JD**

c) Projects for the Parish Partnership Bid 2022/23 were considered. It was **agreed** to seek further information from NCC Highway Officers before a decision is made. **Clerk**

d) Maintenance of the Village Sign – The Clerk was still awaiting a response from British Sugar. **Clerk**

**8. Planning**

a) 20211829 – Variation of condition 2 of 20190576 to amend originally approved drawings – Manor House, Manor Road, Cantley, NR13 3SE – NO OBJECTION **Clerk**

**9. Policies and Procedures**

a) The Annual Report for 2021 was **agreed**.

b) Council discussed a climate change policy. It was **agreed** that a working party of the Clerk, Jan Davis, Brenda Pawsey and Dot Machin look at this and bring back to council for consideration. **Clerk**

**10. Finance**

a) The account summary, budget comparison and bank reconciliation for the financial year ending 31<sup>st</sup> March 2022 as at 31<sup>st</sup> October 2021 was received and noted.

b) It was noted that Norma Knight had inspected the parish council accounts from 1<sup>st</sup> April to 30<sup>th</sup> September 2021.

- c) Anne Barnes was **agreed** as Internal Auditor for 2021/2022 at a cost of £66.00. **Clerk**
- d) The following payments were consider and **agreed** that all should be paid by Standing **Clerk**  
Order:-
- |                  |                      |         |
|------------------|----------------------|---------|
| Mrs M Eversfield | Salary November 2021 | £194.83 |
| HMRC             | PAYE November 2021   | £46.60  |

#### 11. Ongoing Matters

- a) Limpenhoe Village Green  
It was noted that work to the site had commenced.
- b) Cantley Pond  
It was noted that work has been completed but no update on a new bench had been received. The Clerk to deal with this. **Clerk**
- c) Poors Land Trust  
The Clerk stated that she is still looking into this. It was suggested that she speak with the Charity Commission and also County Hall Archives. **Clerk**
- d) Cantley Sugar  
It was noted that a meeting with Matt from the Fringe Project and Cantley Sugar is yet to be arranged. **Clerk / JD**

#### 12. New Matters

- a) Council considered and **agreed** the purchase of a new noticeboard for Langley Road, Cantley. **Clerk**
- b) Council **agreed** to defer discussion of Platinum Jubilee celebrations until the next meeting. **Clerk**
- c) It was **agreed** that a tea party would take place at Cantley Village Hall on Friday 3<sup>rd</sup> December to receive the covid plaque on behalf of the parish. **Clerk**

#### 13. Items for the Next Months Agenda

As per meeting minutes.

**Clerk**

#### 14. Date of Next Meeting

Thursday 16<sup>th</sup> December 2021 at 7.00pm at Cantley Village Hall

15. It was **agreed** under the Public Bodies (Admissions to Meetings) Act 1960 (as extended by S.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

16. The Clerk's annual appraisal was considered and **agreed**.

The meeting closed at 8.08pm

**CHAIR**