

**Minutes of the Meeting of Cantley Parish Council held on
Thursday 16th March 2017 at 7pm in Limpenhoe Village Hall.**

Present: Dot Machin (Vice Chair)
Norma Knight
Brenda Pawsey
Peter Key
Catherine Moore, Clerk

Also present: Four members of the public were in attendance.

1. Public Forum

A member of the public reported to the Council that there had been varying issues with the roadworks from Cantley to Acle, going through Beighton. He circulated a folder of photos and issues, noting that the health and safety risks were not acceptable, that the workers had no welfare facilities, and that litter was being left on the side of the road. He had had little positive response from Norfolk County Council on this matter. The Clerk was asked to send the complaint to her contact in Streetworks at Norfolk County Council, copying in County Councillor Andrew Proctor.

Clerk

A member of the public reported a low branch on the highways verge on the footpath between Cantley Village Hall and Burnt House Road. The Clerk was asked to report this.

Clerk

Brenda Pawsey mentioned that a passion play would be taking place on 14th April at 12noon from Reedham Village Hall.

2. Apologies

Apologies were received and accepted from Richard Attwood.

3. Declaration of interest for items on the agenda

There were no declarations of interest.

4. Minutes of the meeting held on 16th February 2017

The minutes of the meeting were agreed as an accurate record, proposed by Dot Machin, seconded by Norma Knight, all in favour.

5. Urgent Items

None.

6. Matters Arising

i. Ropes Barn Caravan Site

The Clerk reported that an enforcement case had been opened on the site, as it had not been through the planning process. The concerns around access should be addressed in the planning application.

ii. Defibrillator, Cantley Phone Box

The Clerk reported that a price for connection was being sought, and then funding applications would be explored.

iii. Limpenhoe Grit Bin

The Clerk reported that the bin had been agreed for relocation onto the straight section between the two bends. Norfolk County Council would install it once the Clerk had taken it to the Caister depot.

7. Highways and Transport

Various potholes and other highways defects had been marked up for attention.

The worn yellow lines outside the school had been reported to NCC.

The bridleway sign was to be replaced.

The issue with the bollards outside Peregrine Close had been pursued, however the Great Yarmouth Mercury had not been particularly interested.

8. Finance

It was **agreed** to pay the following, proposed by Brenda Pawsey, seconded by Peter Key, all in favour:

a)	Catherine Moore	Clerk's Salary February 2017 (SO)	£165.00
b)	HMRC	PAYE – February 2017	£41.80
c)	Catherine Moore	Expenses	£36.32
d)	Poringland Parish Council	Ink Cartridges	£56.10
e)	Cantley Village Hall	Village Hall Hire	£40.00
f)	Poringland Parish Council	Practitioners Conference	£33.94

9. Correspondence

The correspondence was noted.

10. Planning

a) Applications Received

- i) 20162181 The Oaks House, 3 Burnt House Road, Cantley: Conversion and extension to barn to form dwelling.
The application was considered and it was **agreed** to support, proposed by Dot Machin, seconded by Peter Key, all in favour.
- ii) 20170234 17A Burnt House Road, Cantley: Single storey rear extension.
It was **agreed** to make no comments on the application, proposed by Dot Machin, seconded by Peter Key, all in favour.
- iii) BA/2017/0056/FUL Cantley Sugar Factory: Installation of a dry lime filtration facility (DLP station).
It was **agreed** to support the application, proposed by Dot Machin, seconded by Peter Key, all in favour.

11. Ongoing Matters

- a) None.

12. New Matters

a) Health and Safety Inspections

It was **agreed** that Dot Machin and Steve Bennett would undertake the Cantley inspections, and that Norma Knight and Brenda Pawsey would undertake the Limpenhoe inspections.

13. Items for Next Month's Agenda

- Co-option of new Parish Councillor

14. Exclusion of the Press and Public

Due to the sensitive nature of the matters to be discussed, it was agreed to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 for item 15 – Recruitment of Parish Clerk, proposed by Dot Machin, seconded by

Norma Knight, all in favour.

15. Recruitment of Parish Clerk

a) Receive and Shortlist Applications

Three applications had been received and it was agreed to interview all three.

b) Interview Panel

It was agreed that the interview panel would consist of Richard Attwood, Dot Machin and Norma Knight or Peter Key, depending on which date was chosen.

c) Interview Date and Venue

It was agreed that the interviews would be on Tuesday 28th March or Tuesday 11th April, depending on Richard's availability, and that Limpenhoe Village Hall would be preferred.

16. Date of Next Meeting

The next meeting would be Thursday 20th April 2017, 7pm at Cantley Village Hall. The Annual Parish Meeting would be on Thursday 6th April 2017, 7pm at Cantley Village Hall.

The meeting closed at 8.20pm.

CHAIRMAN