

**Minutes of the Annual Meeting of Cantley, Limpenhoe and Southwood Parish
Council held on Thursday 18th July 2019 at 7.00pm in Cantley Village Hall.**

Present: Dot Machin (Chair)
Steve Bennett
Kevin Francis
Peter Key
Norma Knight
Brenda Pawsey
Jan Davis
Melanie Eversfield, The Clerk

Also present: 4 members of the public were in attendance

1. Public Forum

It was **agreed** that the Clerk would put a standard notice in the next newsletter asking residents not to fly tip in the Parish.
A general update was given regarding the TPO's in Church Road and Oak Tree Close.

Clerk

2. Apologies

It was noted that Brenda Pawsey would be late to the meeting. Jan Davis also sent belated apologies to the June 2019 meeting.

3. Declaration of Interest for items on the agenda

There were none.

4. Minutes of the meeting held on 13th June 2019

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

5. Urgent Items to be raised through the Chair

None.

6. Matters Arising

a) Handyman / Grounds Maintenance

It was considered and **agreed** that the local handyman be given the contract to cut the area at Cantley Pond 5 times, the first time being a double cut and then 3 remaining cuts, for the remainder of the year at a cost of £30.00 a cut and then assess in the new financial year. The handyman to be asked for his advice on the Willow tree and Oak tree and any necessary works be done if within budget.

It was also **agreed** that Steve Bennett meets with the group of residents that have volunteered to keep the area maintained and agree a programme of maintenance for next year.

**SB/
Clerk**

b) Tree Preservation Orders in Church Road

It was **agreed** that Councillors meet with Mark Symonds the Tree Officer from Broadland District Council on Monday 22nd July at 9am. Discussions to also take place at this meeting about the tree in Oak Tree Close.

7. Highways and Transport

After a lengthy discussion it was **agreed** that as there were a lot of outstanding and new highway matters the Clerk asks that the Highways Officer at NCC comes and meets councillors to look at and address all of our concerns.

Clerk

8. Finance

a) The account summary, budget comparison and bank reconciliation for the financial year ending 31st March 2020 as at 30th June 2019 was received and noted.

b) The following payments were consider and **agreed:-**

Mrs M Eversfield	Salary & Expenses June 2019 (SO)	£182.53
HMRC	PAYE June 2019	£44.40

Clerk

- 9. Planning**
- a) 20191044 – First floor side extension – The Old Rectory, Church Road, Limpenhoe NR13 3JB
NO OBJECTION **Clerk**
- 10. Ongoing Matters**
- a) Fencing of Limpenhoe Village Green **Clerk**
The Clerk is awaiting advice from Norfolk County Council Countryside Access Officer.
- b) Litter Pick in the Parish **JD**
It was **agreed** that a Parish Litter Pick would take place on 26th September 2019. Jan Davis to write a piece for the newsletter.
- c) Cantley, Limpenhoe and Southwood Parish Community Emergency Plan **JD**
It was noted that the plan had been updated. Jan Davis to provide the Clerk with the latest issue to place on the website.
- 11. New Matters**
- a) Future projects in the Parish **Clerk**
The Clerk informed council of the advice she had received in relation to setting up allotments. It was **agreed** to contact Reedham Parish Council for some advice too as it had recently opened its own allotments. It also to be put in the next newsletter asking parishioners if this is what they would like. It was also **agreed** that Jan Davis would write a piece for the newsletter asking parishioners what else they would like to see in the Parish.
- b) Annual Report for 2018/2019 **Clerk**
The Annual Report for 2018/2019 was considered and **agreed**. The Clerk to put this on the website.
- 12. Correspondence**
- a) Norfolk Constabulary re. Parish Newsletter. Noted.
- b) Broadland Tree Network – Broadsheet July 2019. Noted.
- c) Broads Authority – The Broads Society Newsletter. Noted.
- d) Broads Authority – Broads Briefing and new date for Parish Forum. Noted
- e) Limpenhoe Village Hall re. Invitation. Noted
- 13. Items for the Next Months Agenda** **Clerk**
Report from Dot regarding the Community Land Trust Workshop on 18th July 2019
- 14. Date of Next Meeting**
The next meeting would be Thursday 19th September 2019, 7pm at Cantley Village Hall.

The meeting closed at 8.16pm.

CHAIR