

**Minutes of the Annual Meeting of Cantley, Limpenhoe and Southwood Parish Council held on Thursday 17<sup>th</sup> October 2019 at 7.00pm in Cantley Village Hall.**

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

**Also present:** 4 members of the public were in attendance

**1. Public Forum**

A resident stated that the chicane still had no markings on Burnt House Road. The Clerk to chase this with Highways.

**Clerk**

**2. Apologies**

Apologies were received and noted from Jan Davis and Norma Knight./

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

There were none.

**4. Minutes of the meeting held on 19<sup>th</sup> September 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**

The Chair expressed the Council's apologies for not being able to access Limpenhoe Village Hall for the evenings meeting. It was **agreed** that the Clerk asks the Village Hall Committee if the Parish Council can have a key for future use.

**Clerk**

**6. Matters Arising**

**a) Cantley Pond**

It was **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 and bring back to the Parish Council.

**SB**

**b) Meeting with a Highway's Officer**

The Clerk stated that she had still not heard from anyone at Highways. The Clerk to continue to pursue this.

**Clerk**

**c) Limpenhoe Village Hall Noticeboard**

A response from the Chairperson of Limpenhoe Village Hall was received regarding the Noticeboard. It was **agreed** that Steve Bennett would fix the door and put a padlock on the noticeboard. The Committee can also have a key.

**SB / Clerk**

**d) Local Authority Cluster Meeting Update**

Dot Machin gave a brief overview of the meeting and stated that she found it very useful. Once the notes of the meeting have been received by the Clerk she will distribute accordingly.

**Clerk**

**e) Future projects in the Parish**

It was noted that a detailed report detailing all possible findings will be presented to the Council at the November meeting. Brenda Pawsey asked that the possibility of an Orchard be placed in the report.

**Clerk**

**f) Network Rail and Pedestrian Gates**

The Clerk stated that she had not heard back from Stephen Deaville at Network Rail. Steve Bennett stated that he had been informed that the pedestrian gates will be open again within two weeks.

**7. Highways and Transport**

The Clerk to report the following matters to Highways and pursue a site meeting with a Highways Officer: -

**Clerk**

- Large pothole in Norwich Road, Limpenhoe
- Tree hanging across the footpath from the asparagus field on Station Road, north of the recreation ground
- Hall Road was completely flooded in the recent downpour. Although the owners of the field have dug some areas to help drainage there needs to be something more.

## 8. Finance

- The account summary, budget comparison and bank reconciliation for the financial year ending 31<sup>st</sup> March 2020 as at 30<sup>th</sup> September 2019 was received and noted.
- It was noted that further correspondence from Limpenhoe Village Hall regarding allocation of £6,000 grant from the Parish Council had not been received as yet.
- Correspondence from Cantley Village Hall Committee regarding allocation of £6,000 grant from the Parish Council was received. It was **agreed** that the Clerk responds stating that although the Parish Council accepts in principle the project to resurface the car park it would like the Village Hall Committee to try and seek three quotations as per the Council's standing orders before a full commitment is made.
- The following payments were considered and **agreed**:-
 

|                  |                                     |         |
|------------------|-------------------------------------|---------|
| Mrs M Eversfield | Salary & Expenses October 2019 (SO) | £189.31 |
| HMRC             | PAYE October 2019                   | £44.60  |

**Clerk**

## 9. Planning

- There were nothing relating to Planning to report.

## 10. Ongoing Matters

### a) Fencing of Limpenhoe Village Green

The Clerk stated that she had heard from the Broads Authority who have confirmed that planning permission to erect fencing or bollards is not required. The Parish Council were advised to speak with Broadland District Council Environmental Health. Dot Machin stated that at the Local Authority Cluster Meeting it was suggested to her that the Parish Council makes contact with the Green Infrastructure Officer at Broadland District Council. It was **agreed** that the Clerk progresses this.

**Clerk**

## 11. New Matters

### a) Grey Bin Waste Collections in the Parish

Dot Machin gave an update on the Parish Litter Pick that took place in September. It was noted that quite a bit of litter is left in the Parish following the grey bin collections. It was **agreed** to monitor this for the time being.

## 12. Correspondence

- Broads Authority re. Notification of three planning documents. **Agreed** that this item be carried forward to the November Meeting.
- The Shelroy Trust. Parish Council **agreed** suitable candidates.

**Clerk**

**Clerk**

## 13. Items for the Next Months Agenda

Broads Authority re. Notification of three planning documents

**Clerk**

## 14. Date of Next Meeting

The next meeting would be Thursday 21<sup>st</sup> November 2019, 7pm at Cantley Village Hall.

The meeting closed at 8.05pm.

**CHAIR**