

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council  
held on Thursday 16<sup>th</sup> December 2021 at 7.00pm at Cantley Village Hall**

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

**Also present:** Melanie Eversfield, The Clerk and 3 parishioners

**1. Public Forum**

District Cllr J Davis had circulated his report before the meeting. He stated that he had received complaints in relation to noise coming from the Beet Factory. Cllr N Knight stated that she too has spoken with the manager about this. The tree warden introduced himself and stated that he had been looking around the parish as to where we could plant some more trees. He was tasked to speak with the Yare Grain about completing the frontage of trees at their site.

**2. Apologies**

Apologies were received and accepted from Steve Bennett and Peter Key.

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

There were none.

**4. Minutes of the meeting held on 18<sup>th</sup> November 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) Network Rail – It was noted that no response has been received as yet. District Cllr Jan Davis to take this up on our behalf. **JD**
- b) Covid Plaque – Cllrs D Machin and J Davis gave a verbal update on the presentation of the plaque. This has now been installed in the village hall.
- c) Noticeboard in Langley Road – The Clerk stated that this has been ordered and is awaiting delivery.
- d) Village Sign – The Clerk stated that she had not dealt with this as yet. **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 submit a bid for a SAM2 at a cost of £1,714.00 to the Parish. **Clerk**

**8. Policies and Procedures**

- a) The grant awarding policy was considered and **agreed**. **Clerk**

**9. Correspondence**

- a) Settlements and Services Consultation. It was **agreed** that the queries Cllr Davis had raised should be submitted. **JD**
- b) Regional Transport Strategy Consultation. Noted.

**10. Finance**

- a) The account summary, budget comparison and bank reconciliation for the financial year

- ending 31<sup>st</sup> March 2022 as at 30<sup>th</sup> November 2021 was received and noted.
- b) The insurance renewal for both the Parish Council and the Staithe was **agreed** at a cost of £615.53 per annum. It was noted that £492.43 would be reimbursed from the Staithe. **Clerk**
- c) The following payments were consider and **agreed** that all should be paid by Standing Order:- **Clerk**
- |                  |                      |         |
|------------------|----------------------|---------|
| Mrs M Eversfield | Salary December 2021 | £189.65 |
| HMRC             | PAYE December 2021   | £46.80  |
- 11. Ongoing Matters**
- a) Limpenhoe Village Green  
It was noted that work to the site had been completed and the Clerk was awaiting further advice from the Fringe Project. **Clerk**
- 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 **agreed** that this should be put further down the priority list until the Clerk had enough time to deal with it. **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**
- e) Parking in Station Road – It was noted that this was still an ongoing matter. **JD**
- 12. New Matters**
- a) Council **agreed** that the Clerk contacts the community groups within the Parish to see if any would be interested in forming a working group. **Clerk**
- 13. To consider items for Winter Newsletter**  
Various items were discussed and agreed. The Clerk to deal with this as a priority. **Clerk**
- 14. Items for the Next Months Agenda**  
As per meeting minutes.
- 15. To confirm dates of meetings for 2022**  
The dates were all agreed.
- 16. Date of Next Meeting**  
Thursday 20<sup>th</sup> January 2022 at 7.00pm at Cantley Village Hall

The meeting closed at 8.10pm

**CHAIR**