

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council  
held on Thursday 20<sup>th</sup> February 2020 at 7.00pm in Cantley Village Hall.**

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

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

**1. Public Forum**

A resident stated that the required paperwork for the TPO at 4 Oak Tree Close has been dealt with via Broadland District Council.

The Chairman stated that she had received complaints regarding dog fouling on Church Road and Burnt House Road after dark, almost nightly. The Clerk to inform Broadland District Council.

**Clerk**

Cllr Jan David stated that he had noticed the minutes of the meetings were not published on the Parish noticeboards. The Clerk stated that it is not a legal requirement to be on a noticeboard and therefore the website is sufficient. It was agreed to trial placing the minutes on the noticeboards.

It was also noted that workers from Network Rail are leaving a lot of litter on Station Road. The Clerk to deal with this.

**Clerk**

**2. Apologies**

Apologies were received and accepted from Peter Key. Apologies were also received and noted from District Councillor Grattan.

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

There were none.

**4. Minutes of the meeting held on 16<sup>th</sup> January 2020**

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) Tree Survey Quotes for Limpenhoe Village Green and Cantley Pond**

It was noted that this item would be deferred to the March Council Meeting.

**Clerk**

**7. Highways and Transport**

**a)** It was noted that there was a public meeting being held at Blofield Courthouse on Monday 24<sup>th</sup> February at 7pm with Highways England regarding the dualling of the A47 between Blofield and North Burlingham. The Clerk would be in attendance and will produce a feedback report for councillors at the next meeting.

**Clerk**

**b)** It was noted that the date of Thursday 5<sup>th</sup> March at 7pm at Cantley Village Hall has been set for a public meeting with Network Rail and associated bodies regarding the August 2020 closure of the station and rail crossing.

**c)** Cllrs Dot Machin and Steve Bennett gave a detailed briefing on the site visit with Matthew Youngman, NCC Highways Officer, on Tuesday 11<sup>th</sup> February. The Clerk to keep a record of issues outstanding.

**Clerk**

**d)** Correspondence from the Broads Authority regarding notice of order for sections of footpath (FP18) at Cantley was received and noted.

**8. Policies and Procedures**

- a) It was noted that the Training Policy has been reviewed and no changes were made.
- b) It was noted that the Health and Safety policy has been reviewed and no changes were made.
- c) It was noted that the Risk Policy has been reviewed and no changes were made.
- d) It was noted that the Complaints Policy has been reviewed and no changes were made.

## 9. Finance

- a) The account summary, budget comparison and bank reconciliation for the financial year ending 31<sup>st</sup> March 2020 as at 31<sup>st</sup> January 2020 was received and noted.
- b) It was noted that the direct debit of £35.00 to the Information Commissioner will come out of the account on 25<sup>th</sup> February 2020.
- c) The following payments were consider and **agreed**:-
 

Mrs M Eversfield	Salary & Expenses February 2020 (SO)	£182.53	
HMRC	PAYE February 2020	£45.40	

**Clerk**

## 10. Planning

- a) 20200128 – Alterations and new pitched roof – Hillcrest, Freethorpe Road, Cantley, NR13 3HZ  
NO OBJECTION
- b) 20200248 – Extension at first floor level, above the existing kitchen, to form a new bedroom – Thatch Farm, Manor Road, Cantley NR13 3JH  
NO OBJECTION
- c) Cllr Jan Davis previously emailed a detailed briefing of the Greater Norwich Local Plan (GNLP) briefing that was held at Thorpe Lodge on 22<sup>nd</sup> January 2020. This is attached to the official minutes.
- d) A response to the Broads Authority Flood Risk Supplementary Planning Document was considered. It was noted that the deadline is 4<sup>th</sup> March and therefore if any councillor wished to make comment they were to inform the Clerk by 27<sup>th</sup> February.

**Clerk**

**Clerk**

## 11. Ongoing Matters

- a) Limpenhoe Village Green  
Cllr Dot Machin gave a detailed brief on the site visit with Matthew Davies from the Norwich Fringe Project that took place on Friday 31<sup>st</sup> January 2020. Matthew will put together a report of what can be achieved at the site and as part of that will provide some quotes for some of the works that could take place. In the meantime, it is to be established with NCC Highways if the road down to and in front of the green is adopted. The Clerk to also write to the Farmer to inform him of our plans and she is also to establish the land registry documents so that we know the exact boundary of the site. It was noted that due to the bird nesting season the works may not be able to start until September 2020.

**Clerk**

## 12. New Matters, if any

It was noted that the feedback from the Local Authority Cluster Meeting held in January would be deferred to the March Parish Council Meeting.

**Clerk**

## 13. Correspondence

- a) Norfolk ALC re. Wellbeing. Noted
- b) Broadland District Council re. The Great British Spring Clean. It was **agreed** that Cllr Jan Davis would liaise with Cantley School in relation to organising another litter pick in the Parish.
- c) Acle Parish Council re. Meeting with new MP for the area on Friday 6<sup>th</sup> March 2020. It was noted that Cllr Dot Machin and Cllr Jan Davis would attend.

**JD**

**DM/JD**

## 14. Items for the Next Months Agenda

Cluster meeting feedback  
Tree surveys

**Clerk**

Network Rail

**15. Date of Next Meeting**

The next meeting would be Thursday 19<sup>th</sup> March 2020, 7pm at Limpenhoe Village Hall.

The meeting closed at 8.25pm.

**CHAIR**