

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council
held on Thursday 29th September 2022 at 7pm at Cantley Village Hall**

Present: Dot Machin (Chair)
Jan Davis
Peter Key
Norma Knight
Steve Bennett
Brenda Pawsey

Also present: Melanie Eversfield, the Clerk, and 1 resident of the Parish

1. Public Forum

District Cllr J Davis and District Cllr E Lamings had circulated a report before the meeting. It was asked if the Council would consider a grant to install a memorial walkway at Limpenhoe Church in memory of Mr Michael Brooks. It was agreed that it would be considered if it were applied for in writing. It was noted that the tags in the post boxes detailing the next postal collection seem to be missing of late. The Clerk to look into this and seek some clarification from Royal Mail. It was also noted that some visibility splays on the highway need addressing.

2. Apologies

Apologies were received and accepted from County Councillor A Proctor and District Councillor E Lamings. It was noted that Kevin Francis may be late to the meeting.

3. Declaration of Interest for items on the agenda

There were none.

4. Minutes of the meeting held on 21st July 2022

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 – Cllr J Davis gave an update of the meeting with Network Rail, which is detailed in his district councillor report. He will chase the landowner.
- b) Tree and Hedge Planting – It was noted that a £1,500 planting scheme is currently being put together to cover the whole parish. Planting should take place in November by Broadland District Council.
- c) Noticeboard in Langley Road – It was noted that the new noticeboard had arrived and had been installed.

7. Highways and Transport

- a) It was noted that a meeting with NCC Highways had taken place on 27th July all items discussed had been dealt with apart from the ditch by Cantley Pond. The Clerk to chase this up.
- b) Works to the TROD had been completed, although the Parish Council were disappointed with the finish and were concerned that it may become a slip hazard in the winter months. The Clerk to chase Highways in relation to the locations for the SAM2. It was noted that the bid for 2023/24 will need to be submitted by 9th December.
- c) Cllr J Davis stated that since his meeting with Anglian Water and RSPB nothing further has been done. He will chase this.
- d) Projects were considered for County Cllr A Proctor's Highways Budget. It was agreed that the Clerk asks that the visibility splays within the Parish are cut back and that a

repair of the TROD is done under this budget.

Cllr K Francis entered the meeting at this point of the proceedings

- e) It was noted that a litter pick had taken place in July around the village and was well received. Another is to take place in the Autumn.
- f) Parking at the Station was discussed at length. It was agreed to write to Network Rail.
- g) Cllr D Machin gave an update on the A47 dualling and handed out literature. It was agreed to write a letter of support as part of the Cluster Meetings.

8. Finance

- a) The account summary, budget comparison and bank reconciliation for the financial year ending 31st March 2023 as at 31st August 2022 was received and noted.
- b) The following payments were considered and **agreed** that all should be paid by Standing Order:-

i) Mrs A Barnes	Internal Audit 2021/22	£66.00
ii) NALC	Local Council Award Scheme	£60.00
iii) Norwich City Council	Cantley Pond Bench etc	£797.09
iv) Cantley Village Hall	Hall Hire	£42.50
v) Mrs M Eversfield	August Salary & Expenses	£258.20
vi) Mrs M Eversfield	September Salary	£237.53

9. Planning and Procedures

- a) To note that Standing Orders have been reviewed and no changes made. Noted.
- b) To note that the Filming Policy has been reviewed and no changes made. Noted.
- c) The action plan for the Parish Council was considered and adopted with minor amendment.

- 10. **To confirm that all evidence is prepared and in place to apply for Quality Award as part of the Local Council Award Scheme**
Confirmed.

11. Ongoing Matters

- a) Limpenhoe Village Green

It was noted that the fencing had not taken place as yet. Further dumping had taken place and the area is quite overgrown. The Clerk to chase the Norwich Fringe Project.

- b) Cantley Pond

It was noted NCC Highways had cleared part of the ditch but not all of it had been done. Cllr J Davis to send the Clerk pictures so that she can ask Highways to come and finish the job. The Clerk to also remind the Norwich Fringe Project that they are to come and cut and rake the areas around the pond and bench in the coming weeks.

12. Correspondence

- a) Cantley Sugar Factory re. Fire at the Pavilion. It was noted that the area has been cleared and new grass has been laid. New gates have also been installed at the entrance to the field.

13. Items for the Next Months Agenda

As per meeting minutes.

14. Date of Next Meeting

Thursday 20th October 2022 at 7.00pm at Limpenhoe Village Hall.

The meeting closed at 8.15pm

CHAIR