

**Minutes of the Meeting of Cantley, Limpenhoe and Southwood Parish Council
held on Thursday 21st October 2021 at 7.00pm at Limpenhoe Village Hall**

Present: Dot Machin (Chair)
Kevin Francis
Brenda Pawsey
Steve Bennett
Norma Knight
Jan Davis (also District Councillor)
Peter Key

Also present: Melanie Eversfield, The Clerk, District Councillor Eleanor Laming and one resident.

1. Public Forum

The Chairman welcomed Eleanor to her first meeting and congratulated both Eleanor and Jan on their appointment as District Councillor. District Councillors read their latest report to Council.

2. Apologies

No apologies were received due to everyone being present.

3. Declaration of Interest for items on the agenda

There were none.

4. Minutes of the meeting held on 16th September 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) Yare Grain – It was noted that a site meeting had been arranged for Tuesday 26th October around 4.30pm.

b) Parish Partnership Bid 2021/22 – It was noted that a faculty was still awaited on this. The Clerk to continue dealing with this.

Clerk

c) Network Rail – It was noted that no response has been received as yet. The Clerk to continue dealing with this.

Clerk

7. Highways and Transport

a) It was noted that a site meeting had been arranged with NCC Highway Officers for 8.30am on Tuesday 2nd November.

b) A report from Cllr J Davis in relation to flooding and sewage was received and noted. It was **agreed** to bring these issues up with NCC Highways on 2nd November.

Clerk

c) Projects for the Parish Partnership Bid 2022/23 were considered. It was **agreed** to seek further information from NCC Highway Officers before a decision is made.

Clerk

d) It was noted that the foliage surrounding the grit bins in the parish is overgrown. The Clerk to report this to NCC Highways.

Clerk

e) The Clerk stated that she had not heard back from the Beet Factory in relation to the maintenance of the Village sign. She will continue to chase this.

Clerk

f) It was noted that there were problems with parking at the Station. Cllr Davis **agreed** to deal with this informally and bring back to the next council meeting.

JD

8. Policies and Procedures

a) The General Data Protection Policy was reviewed with no amendments.

b) The Financial Regulations were reviewed with no amendments.

c) The Annual Report for 2020/21 was deferred to the next meeting.

Clerk

9. Finance

- a) The account summary, budget comparison and bank reconciliation for the financial year ending 31st March 2022 as at 30th September 2021 was received and noted.
- b) The following payments were consider and **agreed** that all should be paid by Standing Order:- **Clerk**
- | | | |
|------------------------|---------------------|---------|
| Mrs M Eversfield | Salary October 2021 | £282.86 |
| HMRC | PAYE October 2021 | £46.80 |
| Limpenhoe Village Hall | Hall Hire | £15.00 |
| Norfolk County Council | 50% PP Bid 2020/21 | £3,000 |
| Norwich City Council | Cantley Pond Works | £3,420 |

10. Ongoing Matters

- a) Limpenhoe Village Green
It was noted that no date to commence works has been received yet. The Clerk to continue to chase. **Clerk**
- b) Cantley Pond
It was noted that work has been completed. The bench was rotten so has been removed and the Clerk was given authority to seek an alternative. **Clerk**
- c) Poors Land Trust
The Clerk stated that she is still looking into this. It was suggested that she speak with the Charity Commission and also County Hall Archives. **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) Litter Pick
It was **agreed** to leave this until spring time.

11. Items for the Next Months Agenda

As per meeting minutes. **Clerk**
Platinum Jubilee

12. Date of Next Meeting

Thursday 18th November 2021 at 7.00pm at Cantley Village Hall

The meeting closed at 7.50pm

CHAIR