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SEDGEFORD PARISH COUNCIL
MINUTES 15th MARCH 2023

1. Welcome by the Chair.
2. The Public Session: None present.
3. Present: Cllr Crump, Cllr Clark, Cllr Coleman, Cllr Ward, Cllr Wilce, Cllr Miller and Borough Cllr Parish.
 Apologies: Cllr Palmer
 Absent: County Councillor Chenery and Borough Cllr Dark
4. To receive declarations of interest on agenda items – Cllrs Crump and Coleman declared personal interests in item 8.3 relating to planning application 23/00426/F at Littleport Farm, Docking Road and will not vote on this matter.
5. Confirmation of the minutes – Parish Council Meeting 15th February 2023. Cllr Clark proposed confirming the minutes, Cllr Miller seconded, all in favour and carried.
6. Matters arising:
 - 6.1 Footpath Warden & Circular walk update – The Clerk had circulated the response he had received from the landowner regarding reopening the Sedgeford to Heacham footpath. The landowner will come back to the Council regarding this matter. Cllr Palmer provided an update prior to the meeting. Roundels can be obtained for £205 including VAT. Councillors discussed colours and wording, deciding on dark blue. Cllr Miller proposed that the roundels be ordered and this motion was seconded by Cllr Coleman and agreed by all. The Clerk will arrange for an order to be placed. Arrangements regarding the leaflets and map to be placed by the PC noticeboard continue.
 - 6.2 Assets of Community Value – Carried forward
 - 6.3 Churchyard liabilities– Carried forward
 - 6.4 River Heacham – The Clerk had circulated the responses received from Anglian Water following the recent meeting. Borough Cllr Parish advised that he had recently attended a meeting with the Environment Agency, Anglian Water and others regarding the pollution issues re the Heacham. A sediment study is to be undertaken. Cllr Parish's view is that there is over extraction of the Heacham and if the water flow was better, this would help flush out the polluted sediment. Cllr Parish will furnish the Clerk with full details of who attended the meeting so that the Clerk can draft a letter to Anglian Water and James Wild MP.
 - 6.5 Former School – The Clerk awaiting an update from Repton Homes.
 - 6.6 Community Infrastructure Levy Bids for 2023 – The Clerk informed the meeting that both bids were successful and he will arrange for work to commence on the replacement windows at the village hall and the resurfacing of the car park entrance. Both jobs will take place late May/early June.
 - 6.7 Trod and deer signs – Repair work on the Trod by Highways is still awaited and the Clerk has chased Borough Cllr Dark regarding the deer issue.
 - 6.8 Changing email address– Carried forward
 - 6.9 Coronation Mugs – The Clerk has distributed four mugs to children in the village. The initiative will be readvertised in the newsletter and on Facebook.
 - 6.10 Funding for additional Defibrillator – The Clerk confirmed that £1000 of funding had been obtained via Norfolk Community Foundation through the Borough Council of King's Lynn & West Norfolk Defibrillator Scheme. As agreed at the previous meeting, the Clerk has ordered the defibrillator and will liaise with Redcat regarding installation at the King William IV.
 - 6.11 Council Policies – The Clerk circulated these to Councillors for review as they will require adopting at the May Annual Parish Council meeting. No amendments were suggested by Councillors so the Clerk will prepare the documents to be adopted at the Annual Parish Council meeting in May.
 - 6.12 Parish and Borough Elections 4th May 2023 – The Clerk has provided Councillors with blank nomination packs. Nominations must be passed into the Borough Council Offices between 21.03.23 and 04.04.23.
 - 6.13 River monitoring training – Borough Cllr Parish provided contact details for the Riverfly Partnership who are running a course to train people to monitor. The Clerk will find out more information on the training and report back to Councillors.
 - 6.14 Chair for April meeting – Cllr Crump is unable to chair the April meeting so Councillors discussed who would stand in for her. Cllr Clark volunteered to act as chair for the April meeting.
 - 6.15 Dog poo – The Clerk advised that incidents of owners failing to pick up after their dogs is increasing, not only on the playing field but in a number of places around the village on pavements, paths and verges. There was a report that a resident's children were covered in dog faeces after slipping on the recreation ground whilst playing. The Parish Council spends a large proportion of its precept on purchasing dog bins and paying the Borough Council to empty them. This village has a considerable number of dog bins per head of population. Wherever any dog owner is in the village they are never more than a few hundred meters from a bin. Part of the responsibilities of being a dog owner is to clear up after their dog. Owners are asked to be more considerate of their fellow villagers and if the situation does not improve, the Parish Council will have to consider further action, which could include banning dogs from the playing field.
 - 6.16 Moles at Cemetery – The Clerk requested authorisation to take action to deal with the mole issue. Cllr Ward motioned

that the Clerk receive the necessary authorisation to appoint pest control. This was seconded by Cllr Wilce and agreed by all.

6.17 Trees at Jarvie Close. 120 additional whips were planted, thanks to a hardy group of Parish Councillors and Village Hall Committee members. These together with the whips that survived last summer should develop into a lovely hedgerow. Cllr Clark also kindly donated and planted a larger specimen tree.

7. Standing Agenda Items:

7.1 Police report – Circulated by the Clerk as and when received.

7.2 Village Hall Rep Report – The Village Hall Committee are grateful to the PC for their support, via CIL funding, in upgrading and maintaining the Village Hall. The Hall is well used and has a good reputation, which has resulted in an enquiry from the University of the 3rd Age for their monthly meeting. Plans continue for the Coronation event, which will include music, BBQ, bar, entertainment and much more.

7.3 Meetings Attended written/verbal – None

7.4 Clerks training written/verbal - The Clerk attended an online briefing on the electoral process which he found very helpful.

7.5 Councillors training written/verbal - None

8. Planning matters:

8.1 Applications – 22/01329/F - Erection of Detached Cottage, following Demolition of Existing Garage at School House, Ringstead Road – This reconsultation, following submission of a new plan, was discussed by Councillors in detail. The new plan shows a path linking the proposed parking to the School House. Whilst this change potentially answered one point raised by the PC in their response dated 29.09.22, the PC stood by their remaining concerns. This decision was proposed by Cllr Coleman, seconded by Cllr Miller and agreed by all.

22/00267/F - Construction of 2 residential dwellings in land adjacent Conifer Lodge at Conifer Lodge, Ringstead Road – This was a reconsultation, following submission of a new plan, in which the applicants accepted that the plot on which the proposed properties would be built is significantly smaller than described in the original application. Councillors discussed the matter and stood by their original objection to this application dated 21.07.22. This decision was proposed by Cllr Miller, seconded by Cllr Clark and agreed by all.

8.2 Planning outcomes -23/00058/F - Conifer Lodge, Ringstead Road - Construction of 2 residential dwellings on land adjacent to Conifer Lodge - Application Withdrawn - 2 March 2023

To consider plans since publication:

23/00426/F - Extension, alterations and re-modelling to dwelling, and proposed garage, Littleport Farm, Docking Road – Cllrs Crump and Coleman advised that due to personal interests they would not vote on this item. Remaining Councillors discussed this application in detail. Cllr Ward proposed that the Parish Council supports this application subject to the following conditions:

- The additional ten Velux and two dormer windows could potentially cause light pollution on the dark skies. Specialist glazing or blinds must be used - NP Policy E6
- Proximity of the garage development to the eastern boundary – consideration must be given to the existing trees/hedges which form the boundary, and their future maintenance.
- Consideration must be given to the potential loss of privacy to the cottages to the south-east of the property from the new top floor dormer windows.

This motion was seconded by Cllr Miller and agreed by all remaining Councillors.

23/00453/F - Proposed Single Storey Rear Extension, 2 Jarvie Close – Councillors discussed the plans and Cllr Miller proposed that the application be supported, which was seconded by Cllr Wilce and agreed by all.

9. County Councillor update: None

10. Borough Councillors update: Borough Cllr Parish discussed the following matters that he has been involved with of late:

Drought – The Environmental panel have been looking at rewetting the Fens: The Environment Agency – Coastal Flooding, resilience and inappropriate development; The KLWNBC Local Plan; KLWNBC major projects.

11. To approve accounts and payments this month:

11.1 Approval and payment of invoices: Cllr Ward proposed, Cllr Clark seconded and agreed by all.

Name	Business	Net	VAT	Gross	Recoverable VAT
K and M Lighting (STO)	Street Lighting Maintenance March	13.29	2.66	15.95	All
CGM Group (STO)	Grounds Maintenance March	276.77	55.35	332.12	All
npower (DDR)	Electricity – Street Lighting March	26.81	1.34	28.15	All
Parish Clerk	Payment March (See Log)	0.00	0.00	0.00	None
HMRC	March (See Log)	0.00	0.00	0.00	None
Parish Clerk	HP Ink	8.32	1.67	9.99	All
Parish Clerk	Cane Toppers	20.79	4.18	24.97	All
KL&WNBC	Dog bin emptying	520.00	104.00	624.00	All
London Hearts	Defibrillator – Previously authorised and paid via BACs	1251.00	0.00	1251.00	None

11.2 Financial Statements for February 2023 – issued during month - Noted

12. Correspondence, to consider any correspondence/communication received:

12.1 Norfolk Superhero Challenge. The Clerk advised that the annual charity Quadrathlon will pass through the village on 10th June.

12.2 Highway Rangers – The next visit is due in April and the Clerk asked Councillors for any issues that required attention. Councillors asked for the following to be attended to: Village gates cleaned; Glovers Farm culvert to be cleared; Drains, gulley pots and back ditches in the area surrounding Cole Green and outside Dovehill Cottage, Docking Road; Drains, gulley pots and back ditches on Snettisham Road, particularly on the sharp right-hand bend and by the new Trod; pavements to be cleaned of debris from previous hedge cutting. The Clerk will raise these matters with Highways.

12.3 Marsh Harriers – The Clerk has received a letter from a resident regarding the pair of Marsh Harriers who have nested in the village over the last few years. Last year they successfully bred 4 or 5 young. Apparently there have been instances where a drone has flown near their habitat and the birds are disturbed. An article in the newsletter and an email to SHARP were requested to try and maintain the bird's habitat so that they can have another successful breeding season. Councillors agreed that we were lucky to have Marsh Harriers nesting in the village and asked the Clerk to write to SHARP and the Chair will arrange for a newsletter article.

12.4 Scams – Norfolk Association of Local Councils (NALC) have provided a leaflet on keeping safe from scams. The Clerk has requested copies so that they can be distributed with the monthly newsletter.

13. To consider any Correspondence received after publication:

13.1 Westcotec mobile number plate recognition camera – Speeding through the village continues to be an issue and a priority for the Parish Council. The Clerk has seen that Westcotec, who supply speed signs for villages/towns across the country, including our own, have produced a moveable Number Plate Recognition Camera. This in essence carries out the same role as the device used by the village Speedwatch team, determining the speed of the vehicle, but instead of volunteers noting the number plate and description of the vehicle, the Camera does this automatically, 24 hours per day. Speeding vehicles are reported directly via the system to the Police who issue warning letters to the drivers, in the same way as the Speedwatch process. The cost of the Camera is £4000, but unfortunately it is not “licenced” by Norfolk Police or NCC, unlike a number of forces/counties around the country including Suffolk and Hampshire. Councillors agreed that this would be a very useful tool in trying to reduce speeding in the village. The Clerk will continue to monitor licencing of the product across the country.

13.2 Electric Vehicle Charging Point – The Clerk has received information regarding funding for charging points at village halls and asked if he should make further enquires. Councillors thought that this might be a good addition to village facilities and asked the Clerk to make further enquiries.

13.3 Love Norfolk Fund – This fund from Norfolk Community Foundation is for sums up to £5000. Unfortunately, the deadline is March 20th which is a little too soon for the circular walk initiative.

13.4 Asset Register – The Clerk has amended the asset register following the purchase of two new Salt Bins and the disposal of the old ones. Cllr Ward proposed the adoption of the updated Asset Register, which was seconded by Cllr Coleman and unanimously agreed.

13.5 Norfolk Household Support Fund – The Clerk advised that the next round of funding is due to launch at the beginning of April and sought authorisation to submit a bid to support those in need in the village. Cllr Miller proposed that the Clerk be given the authority, this was seconded by Cllr Wilce and agreed by all.

13.6 Former Tennis Centre – Councillors discussed the recent reviewed plans for development of the Centre.

13.7 Clean-up to resume on A149 – Following a fatal accident on the A11, all local authorities have been required to review their procedures for litter-picking verges, particularly on fast or high-traffic roads, to ensure the safety both of their staff and of other road users. Having now completed new risk assessments, the Borough Council clean-up team will resume clearing litter along the verges of the A149, starting with the Snettisham by-pass.

14. Any other business (for information only) and any items to carry forward to next month for the decision of the council: Cllr Ward asked if the Council had any objection to the Village Hall Committee erecting an external clock to the Village Hall. The clock was originally designed by Sedgeford school children in conjunction with Holkham, and funded by the local Arts' Society. The clock previously hung on the school wall. Councillors were generally in favour but asked to see pictures and dimensions, which Cllr Ward will provide.

15. Any further public contributions to the meeting - None

16. Proposed Date of Next Meeting – 19th April 2023

17. Close – 21.12