

Clerk Mr R Quick 07598702826
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SEDGEFORD PARISH COUNCIL
MINUTES 19th JULY 2023

1. Welcome by the Chair.
 2. The Public Session: None present.
 3. Present: Cllr Crump, Cllr Ward, Cllr Clark, Cllr Wilce, Cllr Miller and Cllr Coleman.
 Apologies: County/Borough Councillor Jamieson, Borough Cllr Parish and County Councillor Chenery
 Absent: None.
 4. To receive declarations of interest on agenda items – None.
 5. Confirmation of the minutes – Parish Council Meeting 21st June 2023. Cllr Ward proposed confirming the minutes, Cllr Clark seconded, all in favour and carried.
 6. Matters arising:
 - 6.1 Footpath Warden & Circular walk update. The Clerk was pleased to announce that he had successfully obtained a grant for £1000 from the Borough Council of King's Lynn and West Norfolk, UK Shared Prosperity Fund. Final checks are being made on the leaflet and large map. We hope that NCC will shortly install the marker posts. Unfortunately, the footpath leading up from Ladywell to the cemetery is quickly becoming impassable due to overgrown foliage. Ken Hill Estate, who own the neighbouring fields, have apologised that they inadvertently failed to cut the offending hedges last year. The hedges will be cut in the early autumn, once the nesting season has ended.
 - 6.2 Assets of Community Value – Carried Forward
 - 6.3 Churchyard liabilities– Carried Forward
 - 6.4 River Heacham – A response to the Council's email has been received from Anglian Water and is awaited from the Environment Agency.
 - 6.5 Former School – Repton Homes have reported that they are still in discussions with the BC Planning Dept who would like the properties on Ringstead Road to address the road which will involve some design changes. There are also some concerns from Highways to do with access and vision splays which the Repton team are addressing.
 - 6.6 Website Advertising –Six advertisers have paid their annual fee. The Clerk will chase those outstanding. Councillors also discussed issues regarding the Facebook Group.
 - 6.7 Parish Partnership Scheme – The Clerk advised Councillors that bids close on December 8th 2023. Any projects are on a 50:50 basis with NCC, which requires far more financial input from the Parish Council than bids for Council Infrastructure Levy (CIL) bids. Councillors will consider the matter and any potential projects.
 - 6.8 Councillor Community Grant Scheme – Carried forward in the absence of both Borough Councillors.
 - 6.9 Defibrillator – The Clerk advised the meeting that the defibrillator has been installed at the King William and the registration process via Webnos is currently under way. This will mean that the two defibrillators in the village will be maintained via the same company/process.
 - 6.10 RAF Memorial – The Clerk had previously circulated an email from Neville Woolley who has until now maintained the RAF memorial. Councillors discussed the ongoing maintenance of both memorials and it was agreed that it was time to put a formal contract in place for maintaining both sites. Cllr Clark will speak to a possible contractor in the village.
 - 6.11 SHARP – The Clerk received two complaints regarding excessive noise from the SHARP site on the evening of Friday 7th July. Loud music was played until shortly before midnight. The Clerk has written to SHARP asking that music levels be reduced and end at 10.45pm.
 - 6.12 Proposed speed reduction on Docking Road. The Clerk has circulated the proposal by a resident to remove the small section of 40mph on Docking Road, so that the whole village is covered by the 30mph limit. NCC Councillor Jamieson has offered to set up a site visit with the resident, Councillors and Highways. The Clerk will arrange a time and date.
 - 6.13 Home improvement schemes being run by KL&WNBC – The Clerk explained that the Borough Council now has a number of different funding options available to residents for home improvements. Details will be circulated via the newsletter.
 - 6.14 Quarterly Risk Assessments
- Cemetery, Washpit and Council Property** – Cllr Ward provided the following report at the meeting - I confirm that all checks are in place and that all seems ok with the Parish Council property and land with the exception of the following: The timber edging of part of the path at the cemetery requires replacing; The water butt at the cemetery requires replacing; There is a hole in the dividing wall at the cemetery which requires repair; the grit bin on Mill View has a small split; the village gates require cleaning. Cllr Ward will make enquiries regarding replacing the water butt. The Clerk will look into the path edging. The grit bin will probably require replacing in the next year or so. A working party will be arranged to clean the gates. Cllrs authorised the Clerk to arrange for the hole in the wall to be repaired.
- Finance** – Cllr Miller reported that all assessments were up to date. All financial paperwork is in order, authorised and filed correctly.
- 6.15 – The Clerk has contacted NCC Highways regarding reinstating road markings on Snettisham Road and Heacham Road following the recent resurfacing. Highways have advised that this work has been scheduled. The Clerk will continue to monitor.

7. Standing Agenda Items:

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

7.2 Village Hall Rep Report – There is a music event on Friday evening. The clock which was originally funded by the Arts Society and designed by children at the village school is currently stored at the church. The Village Hall Committee would like to erect it on the south facing wall of the hall. They are currently seeking approval from the Arts Society. All Councillors agreed this was a lovely idea. The Committee are seeking a treasurer and health and safety/maintenance officer to replace officers who will be standing down at the end of the year. The Committee has received a complaint regarding noise at a recent event at the hall. The committee has researched the background documentation when the hall was built in 2000 and has contacted both Environmental Health and Planning at the Borough Council. No noise restrictions were imposed by Planning and Environmental Health advised that they had not received a complaint and that management of the hall was in line with the music licence. The Committee have decided that for future events involving marquees, any music will be restricted to within the confines of the hall to avoid noise potentially disturbing nearby properties.

7.3 Meetings Attended written/verbal – The Chair advised that she attended a Zoom session for Parish Council chairs, arranged by NALC. There were only 7 attendees. It was an interesting reminder of how different each council is, partly depending on size and location, but still with some common issues. It was useful to share ideas, discuss what works well and suggest possible solutions to problems. Among the issues that came up were length of meetings, village halls (including funding) and facilities for councillors with disabilities.

7.4 Clerks training written/verbal – None.

7.5 Councillors training written/verbal – None.

8. Planning matters:

8.1 applications – None

8.2 Planning outcomes - 23/00426/F - Littleport Farm, Docking Road - Extension, alterations and re-modelling to dwelling. Application Permitted 16 June 2023 Delegated Decision.

23/00715/F - Sedgford Historical And Archaeological Project, Cole Green - Variation of condition 2 of planning permission

22/00106/F: Change of use from office to residential unit - Application Permitted 20 June 2023 Delegated Decision.

Councillors discussed this disappointing decision and agreed that in future we need to be as detailed and specific as possible in regard to linking applications to our Neighbourhood Plan policies. Once the work on the property has been completed, Council will look to forward photographs to the Borough Planning Department, highlighting how “out of character” the use of cladding is compared to the surrounding properties within the conservation area.

To consider plans since publication: None.

9. County Councillor update: None

10. Borough Councillors update: None

11. To approve accounts and payments this month:

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

Name	Business	Net		VAT	Gross	Recoverable VAT
K and M Lighting (STO)	Street Lighting Maintenance July	16.17		3.23	19.40	All
CGM Group (STO)	Grounds Maintenance July	304.45		60.89	365.34	All
npower (DDR)	Electricity – Street Lighting July	34.42		1.72	36.14	All
Parish Clerk	Payment July (See Log)	0.00		0.00	0.00	None
HMRC	July (See Log)	0.00		0.00	0.00	None
Parish Clerk	HP Ink	3.74		0.75	4.49	All
Parish Clerk	Expenses	57.60		0.00	57.60	None

11.2 Financial Statements for June 2023 – issued during month – Noted.

12. Correspondence, to consider any correspondence/communication received: None.

13. To consider any Correspondence received after publication:

13.1 Npower have advised that the electricity tariff for the streetlights is to increase from 33.8p/kWh to 50.188p/kWh from 1st September. The Clerk is seeking to reduce that increase.

14. Any other business (for information only) and any items to carry forward to next month for the decision of the council: Cllr Coleman queried when the weeds on the kerbs in the village would be sprayed. The Clerk will investigate.

15. Any further public contributions to the meeting: None

16. Proposed Date of Next Meeting –September 20th 2023 at 19.00

17. Close – 20.15