

Little Snoring Parish Council

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Present: S Harvey, S Price, C Redford, L Spanton, A Talbot (Vice-Chair),
and: T FitzPatrick (District Councillor) and one member of the public

Meeting of the Parish Council on Monday 23 January 2023 at 7.30 pm in the Community Room

MINUTES

Welcome

1. **Apologies** from S Aquarone (County Councillor) were accepted.
2. **Declarations of pecuniary interest** by Councillors in any of the agenda items listed below.
None.
3. **Minutes of the previous Meetings** (28 November) were approved and signed.
4. **Matters arising:** Progress on items from previous meetings for information or reminders only.
Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
 - i. It was noted that PKF Littlejohn have been reappointed as the External Auditors by the Smaller Authorities Audit Appointments for the five year period 2022/23 to 2026/27.
 - ii. Thank you for donation received from Citizens Advice, Heritage House, Tapping House, Air Ambulance and the Norfolk Wildlife Trust.
5. **The meeting was temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors to report.**

A member of the public raised the following points:

- Litter on The Street – mostly bottles and cans
- Foliage growing over the pavements on Thursford and Kettlestone Roads
- Cherry trees at The Croft beginning to extend over the pavement
- Overgrowth encroaching on the pavement between Pantile Cottages and the School
- Dog fouling a problem on the playing field
- Light pollution from the primary school

Response from Parish Council:

- Highlight problems of litter and overgrown hedges in the Newsletter
- Notify Highways that pavement between Pantile Cottages and the School needs to be sided out.
- Request dog fouling enforcement from the District Council
- Follow up with the Primary School about changing the external lights to motion-sensitive.

Report from NNDCllr T FitzPatrick: NNDC can be contact online or on the telephone (office hours. There is a new email customer.services@north-norfolk.gov.uk : emails sent to this address are then directed to the appropriate area within NNDC. If a meeting is required local people are encouraged to book an appointment at the Fakenham Connect Office on Oak Street (rather than going to Cromer). The District Council website has information and links to other organisations to help with the cost of living crisis. District and Parish Council elections are taking place this year: 4 May. Community grants open for applications.

Report from NCCllr S Aquarone circulated via email.
The Chair re-opened the meeting

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6. Highways:

i. Update on outstanding items

- a. Controlling speed of traffic approaching village from Great Snoring. Response from Highways Engineer: ‘The problem with most speed reducing measures is that drivers get used to them. The majority of drivers speeding will be those that use the road on a regular basis and think they know it well enough to drive faster. A new measure, such as gates, will have an initial impact but is likely to reduce over time although they do help to raise awareness especially to the new or infrequent driver. The most effective measure is to have the police carry out speed monitoring although they do have limited resources for this. Following that ‘Community Speed Watch’ is a very good measure but it does require several volunteers from the local residents.’
- b. Parking on the pavement at Kettlestone Road. Response from the Police: ‘We’ve been taking a look at this over the past few days and at various times including evenings and later at night. None of the Officers that have reported back to me have said they have seen any real issues with the parking in the location. The dropped kerb hasn’t been obstructed when we’ve been, which would be my main concern, and the ones parked on the pavements haven’t been causing an obstruction for pedestrians as the pavement is quite wide. We will continue to monitor on our travels through the village and I’ve asked Officers to take a note of any vehicle registrations in the future so I can write to the owners in the first instance. If it is still an issue after they have been written to then we may take further action.’
- c. It was noted that the line markings at the Fakenham roundabout had still not been repainted.

ii. Items to report: none

7. **SAM2:** Report was not available as there was a problem with downloading the data. IT was agreed that the suppliers Westcotec should be asked for advice.

8. Planning

i. Applications received:

- a. PF/22/2569: Porch extension to front of dwelling at **23 The Croft**. Link circulated. No objection.

ii. Decisions made by NNDC: None.

9. Financial Business

- i. Bank balances as at 29 December: Savings ac £13,616.49; Current ac £1,835.56
- ii. Receipts since 29 October: booking for Community Room £15; NCC recycling credits £46.17; interest £7.31; payment for Baytree advert in newsletter £25.
- iii. Regular payments since 29 October: Anglian Water £34; CGM grounds maintenance £162.54; Opus Energy £56.19; Salary & on-costs.
- iv. The following payments were approved.

to whom (details of payment)	Date	cheque no.	Amount
Fakenham Prepress Solutions (newsletter)	13/12/22	100898	£108.00
Countrystyle Recycling Ltd (bottle bank)	04/01/23	100899	£12.00
The Play Inspection Company	04/01/23	100900	£208.80
Joanna Otte (expenses)		100901	£89.52

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10. Setting the Budget and Precept for 2023-24

i. The figures for the draft budget were reviewed:

Expected bank balance at the end of 2022-23: £11,647

See list for reserved funds of £11,942 (including NNDC grant for Arts & Crafts: £1,172; and £270 for Churchyard Conservation Project)

Projected expenditure for 2023-24: £15,660

Projected income for 2023-24: £15,423

including a Precept of £13,500 (an increase of £1,000 or 8%)

ii. Determine whether or not there are any other likely calls on planned expenditure.

a. Grass cutting: playing field and around the village

1. Quote from FT Grounds Maintenance for grass cutting (excluding the main playing field) £2800.

2. It was estimated that the mowing of the main playing field by CGM would be approx. £1800.

b. Fence around the play equipment to prevent fouling of the area by dogs. The cheapest wooden post option would be about £2-3,000 the better option of long-lasting metal would cost in the region of £6,000. It was agreed to apply for a grant from the NN Sustainable Communities Fund which usually paid out 50% of the cost – or possibly more. And fundraising could be done to make up the shortfall.

c. Another bench / picnic bench for the play area

iii. It was agreed to set the Precept at £13750 (an increase of 10%) and use reserved funds as required.

iv. The Precept form for the District Council was completed and signed.

11. Presentation of the village and reports

i. **Health and Safety:**

a. Report (assets around the village)

b. Annual Playground Inspection Report: quotes are being sought to fix the items identified.

1. Secure basketball net, remove excess thread and deburr or provide cap

2. Clean and treat trim trail, benches and metal equipment

3. Replace bearing on rocking see saw

4. Replace rotten wood: steps and platform on climbing structure, trim trail and benches

5. Replace missing fixings on climbing structure, basket swing

6. Treat rusting components on climbing structure

7. Reinstate surface at ball wall, bottom of slide, see saw

8. Tighten loose fixings and replace worn bolts on metal climbing frame

ii. **Grass cutting** around the village:

a. It was agreed to accept the quote from FT Grounds Maintenance for £2800 per annum (£175 per visit) to cut the play area, car park, and verges around the village, and application of herbicide three times a year on perimeter of car park, benches and play equipment at £50 per application.

b. It was agreed to change the contract with CGM to mowing the playing field only.

12. Action Plan for the Parish Council

i. *'Parish council is a local authority that makes decisions on behalf of the people in the parish and has an overall responsibility for the well-being of its local community. It is the level government closest to the community, with the district authority above it in the hierarchy. As it is the authority closest to the people, parish councils are invariably the first place people will go with concerns or ideas. For this reason they are a vital part of any community:*

- *representing the local community*
- *delivering services to meet local needs*
- *striving to improve quality of life in the parish'*

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- ii. How do we the councillors see that role being fulfilled? What do we plan to do, be that events or things like the SAM? How do we involve the community and get their feedback and ideas, so we are representative of them? If anyone immediately has ideas which might require expenditure next year, then we should discuss as it may need inclusion in the budget.
 - a. Fencing the play area
 - b. More seating (inside the enclosure)
 - c. Consider repainting the play equipment
- iii. Aim to have agreement as part of an action plan for the year 2023-4.

13. Community Room

- i. Cuppa in February and March at the earlier time of 1 03 pm for Soup / Toasted Sandwich

14. Community events / celebrations

- i. Parish Council willing to support the Primary School in celebrating the Coronation

15. Newsletter: deadline end of this week

16. Correspondence: circulated as usual.

17. Next meeting: **Monday 27 March 2023** at 7.30 pm in the Community Room.

Parish Council meeting closed

Meeting of Little Snoring Playing Field Association

Following the Parish Council meeting on 23 January 2023

1. **Minutes** of last meeting (28 Nov) were approved and signed.
2. **Financial business:** balance as at 30 Dec: £1540.45
 - i. It was agreed that the Playing Field Association could make a donation towards the improvements planned for the play area.
3. **Other business**