

Little Snoring Parish Council

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To: Gary Brown (Vice-Chair), Stephen Harvey, Sophie Kill, Catherine Redford, Liz Spanton, Andy Talbot (Chair),

Cc: Steff Aquarone (County Councillor), Tom FitzPatrick (District Councillor) SNT Fakenham

You are summoned to a **Meeting of the Parish Council**
on Monday 11 March 2024 at 7.30 pm in the Community Room

Signed:

Date:

AGENDA

Welcome

1. To consider **apologies** and reasons for absence.
2. **Declarations of pecuniary interest** by Councillors in any of the agenda items listed below.
3. To consider **co-opting** to fill the vacancy.

4. **Minutes of the previous Meetings** (8 January) to be approved and signed.
5. **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.

6. **The meeting will be temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors to report.**
The Chair will re-open the meeting

7. **Planning**
 - i. **Applications received:**
 - a. PF/24/0020: Lean-to extension to existing agricultural building to store wooden potato boxes at **Little Snoring Airfield**. Link circulated. No objection submitted 23 January.
 - ii. **Decisions made by NNDC:**
 - a. PF/23/1877: Retrospective application for the siting of a mobile home for an on-site warden to caravan park at **Caravan and Camping Park Crossways**. APPROVED.
 - b. PF/23/2391: Addition of dormer window on front and rear roof slope, and insertion of rooflights, to facilitate loft conversion at **1 Bell View The Street**. APPROVED.
 - c. PF/24/0020: Lean-to extension to existing agricultural building to store wooden potato boxes at **Little Snoring Airfield Thursford Road**. APPROVED.

8. **Affordable Housing**

9. **Highways:**
 - i. To note that the junction at The Street / A148 has been resurfaced; white lines will be repainted; a new warning give way sign will be installed in due course.
 - ii. To consider what can be done to address the concerns from the new owner of the Olive Tree (formerly Green Man) about the speed of traffic on Holt Road where they see vehicles travelling at speeds of 60 mph in the 40 mph zone. Customers are complaining as they feel it is dangerous for them to turn right and left into the Bistro and it is difficult for pedestrians to cross from the village. The owner says that he is in the process of obtaining a speed gun with the intention of sending his findings to the police. He has spoken to a safety camera van operator who was opposite the Bistro on one occasion in the last four months. The SAM2 at Crossways has little impact on the speed further down the road as once drivers are past the sign they speed up again.
 - iii. Items to report: <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>

10. **SAM2: Report**

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11. Financial Business

- i. **Bank balances** as at 30 January: Savings ac £7,024.05; Current ac £785.47.
- ii. **Receipts:** ads for newsletter £75; Lt Sn Pre-Sch for playground inspection £127.50; NCC recycling credits £33.96; Barclays interest £24.05.
- iii. **Regular payments:** Wave £12; CGM (playing field) £258.36; Opus Energy £26.39; Salary & on-costs.
- iv. To **approve the following payments**

to whom (details of payment)	Chq no.	Amount
Joanna Otte (expenses)	100947	£61.88
Countrystyle Recycling (bottle bank)	100948	£9.00
Norfolk Parish Training and Support annual subs	100949	£165.00

- v. To **approve and sign standing order** instruction to FT Grounds Maintenance for grass cutting (verges around the village, play area – sixteen cuts in total March to October) and herbicide application three times a year around perimeter of car park, benches and play equipment): £187.50 per visit (total of £3,000 per annum). Standing Order instruction £375 monthly starting on 30 March ending on 30 October 2024.
- vi. **Internal Auditor**
 - a. To approve the appointment of an internal auditor. A quote of £40 (plus travel expenses if required – Thursford – currently 45p /mile) received from Di Dann (retired member of Society of Local Council Clerks, partner of Norfolk Parish Training and Support, retired Parish and Town Clerk, CiLCA and FiLCA qualified).

12. Presentation of the village and reports

- i. **Health and Safety:**
 - a. Request for quotes to carry out the repairs as recommended in the **Annual Playground Inspection Report** have been sent to Online Playgrounds, Play Maintain and Playscape.
 - b. Report (assets around the village)
 1. **Bus shelter** tiles and internal board of roof damaged to be repaired by Osier Developments: £1920 + VAT. Work due to start after mid-January.
 2. **Car park** (potholes) and **path at Holt Road** (more gravel / shingle): getting advice and quote from Longwater Gravel.
 3. **Green on Holt Road:** growth from stump behind notice board to be removed.

13. Community Room

- i. Tap in the kitchen sink has been fixed by Gary Youngs – the filter was blocked.
- ii. To consider applying for a small grant <https://acre.org.uk/village-halls-small-grants-fund/> to upgrade the Community Room (e.g. toilet): grant will cover 20% (up to £5,000) of the project cost.

14. Newsletter

- i. To consider inviting people to have the newsletter delivered via email rather than receiving a paper copy.

15. Correspondence: circulated as usual.

16. Next meeting on **Monday 13 May 2024** (Annual Parish Meeting and Annual Meeting of the Parish Council) at 7.30 pm in the Community Room.

Chair to close the Parish Council meeting.

Meeting of Little Snoring Playing Field Association

Following the Parish Council meeting on 11 March 2024

1. **Minutes** of last meeting (8 January) to be approved and signed.
2. **Financial business:** balance as at 31 January: £1735.45
3. **Other business**