

Little Snoring Parish Council

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Present: Stephen Harvey, Liz Spanton, Andy Talbot (Chair),
and: Steff Aquarone (County Councillor) and Tom FitzPatrick (District Councillor)

Meeting of the Parish Council on Monday 11 March 2024 at 7.30 pm in the Community Room

MINUTES

Welcome

1. **Apologies** Sophie Kill, and Catherine Redford were accepted.
 - i. It was noted that Gary Brown had decided to resign as he had too many other responsibilities.
2. **Declarations of pecuniary interest** by Councillors in any of the agenda items listed below.
 - i. S Harvey declared an interest in item 8: affordable housing (he owns the land).
3. To consider **co-opting** to fill the vacancy. No one at present.
4. **Minutes of the previous Meetings** (8 January) were 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. None.
6. **The meeting was temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors to report.**
 - Tom FitzPatrick: North Norfolk District Council has discussed and agreed its budget. He reported that he had voted against the amount of money which was going to Cromer and Sheringham e.g. maintenance and upkeep of public playing fields which other parishes and towns in the District have to pay for themselves. The Sustainable Communities Fund has been suspended indefinitely – funds are no longer coming through from the County Council from second homes tax. Great news that funding (£10 - £11 million) has been made available from central government to fund a new swimming pool in Fakenham.
 - Steff Aquarone: Norfolk County Council has agreed its budget – £1.8 billion per annum the majority of which is for adult and children’s services. Steff is hopeful that his proposal or a Footpaths Toolkit (to help communities establish local walks) will be accepted. He was pleased that Link was going to set up a banking hub in Holt (currently looking for premises). He had attended a great ‘question time’ at Fakenham High School. Help for highways issues see below.The Chair re-opened 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

- i. Update: the planning application should be ready for submission to the District Council in April.

Little Snoring Parish Council

9. Highways:

- i. It was noted that
 - a. the junction at The Street / A148 had been resurfaced; white lines will be repainted; a new warning give way sign will be installed in due course.
 - b. the pavement had been sided out on Kettlestone Road between Pantile Cottages and the school.
- ii. Speeding on the A148 / Holt Road
 - a. The following issues of concern from the new owner of the Olive Tree (formerly Green Man) were discussed: 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. The hedge on the neighbouring property has grown over the boundary obstructing the view of drivers exiting the Olive Tree car park and also narrowing the pavement – particular problem for people waiting at the bus stop.
 - b. The County Councillor offered to contact the Police Traffic Justice Team and request speed strips and mobile enforcement. He would also arrange for speed limit roundels to be painted on the road at the start of the speed limit (this would be funded from his councillor's highways budget). He suggested that the Parish Council could consider installing white village 'gateways' at the start of the speed limit in both directions (application to the Parish Partnership Scheme would cover 50% of the cost and he would be able to contribute towards the parish council share). He would see what could be done about the overgrown hedge.
- iii. Items to report: <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>

10. SAM2: Report: Kettlestone Road monitoring traffic speed and the volume of vehicles travelling towards the school. From 9 January to 20 February 2024

- 19,784 vehicles were recorded with an average of 504 per 5 day (454 per 7 day).
- The peak times of travel are 8 am to 9 am: average of 48 vehicles per 5 day (37 vehicles per 7 day); and 3 pm to 4 pm: average of 46 vehicles per 5 day (38 vehicles per 7 day)
- The maximum speed was 55 mph at 8:45 am on Friday 26 January, (although the average speeder was travelling at just over 33 mph).
- The majority of vehicles were travelling below the speed limit which is 30 mph. The 85th percentile speed (i.e. of 16,816 vehicles) was 28.1 mph; and the average speed was 17.9 mph.

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. The following **payments were approved**

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

Little Snoring Parish Council

- v. **Standing order** instructions were approved and signed:
- for 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.
 - for Norfolk Pension Fund – decrease in employer’s contributions from 23.5% to 23%.
- vi. **Internal Auditor**
- The appointment of Di Dann as internal auditor was approved: cost of £40 (plus travel expenses if required – Thursford – currently 45p /mile). Di Dann is a 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:**
- It was noted that Sophie Kill had emailed to say that she would be organising a Litter Pick. She would send a leaflet home to families via the Primary School and encourage people to take part with posters on notice boards and on the village Facebook page. The Clerk would send her a copy of the Litter Pick Risk Assessment.
 - 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.
 - Report (assets around the village)
 - Bus shelter** tiles and internal board of roof damaged to be repaired by Osier Developments: £1920 + VAT. Work due to be done in the spring.
 - Car park** (potholes) and **path at Holt Road** (more gravel / shingle). It was agreed to order 4 tonne bags of MOT hardcore and 3 tonne bags of 20 ml shingle to be delivered to the car park. Stephen Harvey would then do the work.
 - Green on Holt Road:** growth from stump behind notice board to be removed.

13. Community Room

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

14. Newsletter

- It was agreed to invite 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.

Meeting closed at 8:50 pm

Meeting of Little Snoring Playing Field Association

Following the Parish Council meeting on 11 March 2024

- Minutes** of last meeting (8 January) were approved and signed.
- Financial business:** balance as at 31 January: £1735.45
- Other business:** none.