

**MINUTES OF THE MEETING OF
CONEY WESTON PARISH COUNCIL
HELD ON THURSDAY 3RD NOVEMBER 2022 AT 7.00PM
AT CONEY WESTON VILLAGE HALL**

PRESENT: Councillors Clark (Vice Chair), Craig, Flood, Francis, Ladell & Macdonald

County Councillor J. Spicer, District Councillor A. Smith
3 members of the public
A. Morris (Clerk).

Councillor Clark, Vice Chair, opened the meeting at 7pm.

AGENDA ITEM	ACTION
1. To receive apologies for absence and approve the reasons given – apologies received from Councillor Mihr due to a family bereavement.	
2. Declarations of interest – none received.	
3. To approve the draft minutes of the last Parish Council meeting - the draft minutes of the Extra Ordinary Parish Council meeting held on Monday 26 th September 2022 had been previously circulated and were agreed. Proposed by Cllr Clark, seconded by Cllr Craig and unanimously agreed.	
4. Scheme of public speaking (public participation about a specific agenda item) – one member of the public requested to speak at item 7.1 and one member of the public requested to speak at item 7.6.	
5. County Councillor's report – Cllr Clark thanked Cllr Spicer for organising the cutting of the boundary hedge of Coney Weston Hall recently. Cllr Spicer advised the meeting that she has a new Community Highways Engineer dedicated to her area and the following items have either been actioned or are in process: 1. Hedge cutting at Coney Weston Hall (see above); 2. Broken fence and damaged salt bin at the village sign now mended and salt bin refilled; 3. Contacted WSC to ask to have the cutting of the grass at the village triangle added to their schedule; 4. Signpost at Rushford crossroads reordered. Still no start date for the commencement of major drainage works in the village as yet albeit that the scheme has been designed and costed. The works may slip into the 2023-24 year. Cllr Clark noted the recent rainfall which has resulted in some flooding – Cllr Flood will send Cllr Spicer a photo taken of this. Cllr Spicer reiterated the need to clear any fallen leaves from drains if seen to help the water drain. <u>Crow Street</u> – 1 member of the public advised the Council that the view of the residents of this private road is that they are opposed to the road being adopted as a public right of way. The residents have the responsibility of the upkeep of the road and Cllr Spicer advised that the road is not SCC land but would make enquiries as to who does own the land.	CF



Peter Clark, Vice Chair

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Andrea Morris, Clerk

She outlined the process to have a road adopted as a public footpath i.e. evidence from people who have used the road as a path for at least 20 years and submit to SCC. Cllr Spicer stated that whilst this is technically possible, it would be a long process. It was resolved not to pursue the adoption of this road as a public footpath.

Cllr Ladell asked Cllr Spicer if she knew why the road through the Knettishall heathland at the cattlegrids was closed – she did not know but would find out from Sam Norris at SWT and Highways.

JS

Cllr Spicer left the meeting at 7.35pm

6. **District Councillor's report** – Cllr Smith reported that the £500 from his locality budget which had been returned by the Playing Field Committee (PFC) has now been paid back to them. A request for funds for the Coney Weston Swans Bowls Club (CWSBC) has been received. Noted that progress is being made on registering the playing field land with the Land Registry.

Re-consultation in respect of Planning Proposal DC/22/0445/FUL –

Cllr Clark, as Chair, agreed to bring item 10 forward. Cllr Smith advised that he has spoken to the Planning Officer Ed Fosker to ask what changes had been made to this application and was advised that the only change is the route for the cabling for the project and that this has meant a further 13 week timescale has been added to the consultation time. He also advised that there are still matters relating to ecology, archaeology and highways (namely the proposed route over the bridge at Rushford) to be resolved. Cllr Clark read out the list of issues that the Parish Council detailed in their response to the original planning application in April 2022 (minutes of Annual Parish Meeting dated 19th May 2022, minute 13 refers). It was proposed by Cllr Clark and seconded by Cllr Flood and voted unanimously to resubmit these issues as the response to this reconsultation and to note to the planning department that no indication was given as to what changes had been made in this reconsultation application.

Clerk

Cllr Smith left the meeting at 8.15pm

7. **Councillor's Reports**

7.1. **Defibrillator, village and volunteer groups** – Cllr Clark asked one member of the public to give an overview of the status of the playing field – there are 4 Trustees of the committee and grant applications for funds for various items cannot be submitted before the land has been legally registered at the Land Registry (see item 6 above). Cllr Clark advised that a grant application would have to be completed in order for the Parish Council to consider making funds available. Cllr Smith advised that some smaller grant providers may consider making funds available on the basis that the LR1 form to the Land Registry has been submitted and he will find out which ones and let the PFC know. Cllr Flood will add a precis of their needs to the website and Facebook pages. Full report by the PFC available at Appendix A. A more detailed breakdown of the PFC's financial needs will be presented at the next Parish Council meeting in January 2023.

AS
CF



Peter Clark, Vice Chair

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Andrea Morris, Clerk

Cllr Clark advised that our defibrillator, which has had a software update, has been delivered and will be installed to replace the temporary one currently on site. The cabinet which houses the equipment may need replacing at an estimated cost of £500.

12 people have expressed an interest in defibrillator familiarisation sessions and a date for this is pending.

- 7.2. **New residents, community engagement** – no new residents to the village.
- 7.3. **Environmental initiatives, neighbourhood watch liaison** – Cllr Macdonald will oversee the neighbourhood watch scheme going forward.
- 7.4. **Website, Facebook page and publicity** – Cllr Flood reported she has updated the website with village events and has contacted the website host regarding Google analytics which has not been reporting accurate data. Facebook remains popular with 220 followers, post reached 1,229 people with 394 individuals now actively engaged (reading, commenting and sharing on the platform).
- 7.5. **Planning, monitoring of notice boards** – no planning application comments; the hedge by the noticeboard in The Street needs to be cut back – Cllr Mihr to contact owner.
- 7.6. **Highways, hedges and footpaths, speed device** – covered in part at items 5 & 7.5 above and 14 below for Speedwatch.

GM

8. Financial Report

- 8.1. To review income and expenditure from 1st April 2022 to 26th October 2022 against budget and to confirm that the bank reconciliation agrees with the bank statements and sign off – agreed as previously circulated proposed by Cllr Clark, seconded by Cllr Francis and voted unanimously.
- 8.2. Cllr Clark proposed to approve the payments schedule as previously circulated (see below), seconded by Cllr Macdonald and unanimously agreed:
 - 8.2.1. SALC training for Councillors £130.00, VAT £26.00, total £156.00
 - 8.2.2. SALC payroll services for 6 months ending 30 September 2022 £22.50, VAT £4.50, total £27.00
 - 8.2.3. Zurich Insurance 1.10.22 – 30.9.23 £264, VAT £0.00, total £264.00 (paid)
 - 8.2.4. A Morris (Clerk) salary & HMRC payments £484.83
 - 8.2.5. Norfolk Parish Training Services – Clerk training £55.00, VAT £0.00, total £55.00 (paid)
 - 8.2.6. Bentham Ltd (printer cartridges) - £39.94, VAT £7.98, Total £47.92

9. **To discuss budget items and headings for 2023-24 financial year** – a draft budget had been previously circulated by the Clerk. Discussion took place on the draft resulting in some amendments. Clerk will re-draft and circulate to Council.

Clerk

10. **Re-consultation in respect of Planning Proposal DC/22/0445/FUL** – see item 6 above.



Peter Clark, Vice Chair

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Andrea Morris, Clerk

11. **To discuss preliminary arrangements for the Coronation Celebrations for King Charles III** – Cllr Craig advised that the committee that was set up to organise the Jubilee celebrations this year will reconvene in January 2023 to start the planning process for the Coronation which is scheduled for 6th May 2023. Further details at the next Parish Council meeting in January 2023.
12. **To consider the future of the Swan Inn** – new tenants for the pub have now moved into the premises and is due to open to the public on 7th November 2022.
13. **To consider the benefits and financial implications of installing internet facilities at the Village Hall** – Cllr Francis advised that the village hall committee has approved the installation of wifi facilities (data only SIM) at the Hall. Date of installation to be advised.

Councillor Clark, as Chair, advised that the 2 hour duration of the meeting, as per item 3(x) of Standing Orders, had lapsed. A unanimous vote was taken to extend the meeting for a further 15 minutes.

14. **To discuss speeding issues in the village** – a report on the latest speeding issues had previously been circulated by Cllr Mihr. It was resolved to set up a community speedwatch campaign in the village – Cllr Macdonald to take the lead – Cllr Flood will advertise the need for volunteers on the website and Facebook as at least 6 are needed in order to qualify for equipment and training.
15. **To discuss and approve Councillor areas of responsibilities** – discussion took place on a revised list of Councillor responsibilities. A revised list was agreed and the website will be updated. CF
16. **To consider any correspondence received and matters for Council's attention since publication of the agenda** – Cllr Clark advised the meeting that he has approved the Clerk's carry forward of holiday hours from the current employment year (2021-22) to be used by end January 2023. Clerk advised that a Rural Mobility Survey needs to be completed – Cllr Francis will do this.
17. **Date of next meeting** – Thursday 5th January 2023 at 7pm in the Village Hall.

Cllr Clark, as Vice Chair, closed the meeting at 9.15pm.



Peter Clark, Vice Chair

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Andrea Morris, Clerk