

SOMERTON PARISH COUNCIL

Minutes of the MEETING OF THE PARISH COUNCIL meeting held on 4th July 2023 at The Village Hall, Cottage Road, Somerton at 7.00pm.

Present: Cllrs J Clift, D Crane, D Shuker, R Starling, R Walters (Chair),
Clerk: No Clerk was present so Cllr. Clift took the minutes
Seven members of the public were present.

1 Apologies

To consider and approve apologies for absence – Cllr King

2 Public Speaking

- 2.1.1 A parishioner raised continuing concerns regarding the unsafe corner of Horsey Road opposite 1 Horsey Road
- 2.1.2 The previous Clerk was present as a member of the public and informed that they had not been paid outstanding wages and no reply had been received to emails sent to Cllr. Clift in her capacity as Chair of the Staffing Committee. Apologies were then given to the previous Clerk by the Chairman Cllr. Walters and Cllr. Clift. The Chairman said that this was being dealt with and would be actioned as soon as possible. Cllr. Starling stated that neither himself nor Cllr. Crane were aware of this situation.
- 2.1.3 A parishioner raised a concern that damage had been caused to the front of his house whilst the grass verges were being cut. Cllr Starling advised the parishioner to contact NCC directly.

3 Minutes from Previous Meeting

The full Council extraordinary meeting minutes dated 19th July 2023 were AGREED with no amendments.

4 Co-option of New Councillor

Penny Beard was duly elected as Parish Councillor. Thanks were extended to Ivan Wright for his unsuccessful application.

5 Matters for reporting from previous meetings

- 5.1 Annual Parish Meeting – well attended. Chairman recommended it continue to be held separately from the Annual Parish Council meeting in future years.
- 5.2 AGAR – to be completed by new Clerk. Extraordinary meeting required to approve before 31st July 2023 - AGREED
- 5.3 Revised Standing Orders 2018 (rev 2020) were APPROVED.
- 5.4 Re-opening footpath No. 8. BAF are supportive Contact Ramblers Assoc. Parish Council to make application to NCC. Footpath working party agreed to draft email for Clerk to forward to NCC.
- 5.5 Permissive path along wind turbine track linking Coronation and Mill Lane: Councillor Starling gave an update and informed no response had been received from Ecotricity, the owners of the large wind turbine. It was therefore recommended that the Parish Council apply to Norfolk County Council (Rights of Way Dept) to request that a right of way by foot only from the northern end of Coronation Lane southwards to the junction with the east end of the wind turbine track, continuing along the track to it's west end where it meets with Mill Lane

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(Martham Footpath No.21) be included on the definitive map. This communication should be undertaken by the Parish Clerk.

- 5.6 Records disposal archive – no action – Several councillors would be willing to assist in the autumn.
- 5.7 Proposal to install dog waste bins at the Staithe and kissing gate along New road. Highways ranger to be asked to attend. Consultation with local household dependent on ranger report.
- 5.8 Proposal to revamp bus shelters (ie staining exterior only). Cllr King, Cllr Shuker and Cllr Walters to action.
- 5.9 Streetscene Inspection. NCC emailed and telephoned. To be followed for next meeting.

*There is a sign on Dark Lane near Burnley Hall which has been knocked over and propped up. **Completed.***

*Repairs were agreed for Horsey Road, which is in a poor state. Would it be possible to provide a date that these repairs will be carried out? **Approximately 200m of patching has been completed.** A repair made to the edge of Winterton Road (between The Street & Dark Lane) directs water away from the drain and it pools at the end of the drive to Somerton Hall causing hydraulic damage. This has been reported online, reference ENQ900230291, if you require further details. **Scott raised (PC) Mayrise Job No 261196 on 26/04/23 (Please clear gullies along Horsey Road (main issue is around #80289999), any chambers and jet pipe to outfall on Horsey Road. Please trace and plot findings on Kaarbontech). Not yet Issued, will Issue on Monday.***

*Signage for RB12 from Manor Road to Low Road is inadequate and cannot be seen by drivers. **Maintained by the Norfolk Trails norfolktrails@norfolk.gov.uk team. Contact Benjamin Grapes benjiman.grapes@norfolk.gov.uk***

*Signage for Back Road RB11 still has the previous footpath signs. Please can you arrange for this to be updated. **Maintained by the Norfolk Trails Contact Benjamin Grapes***

*Satellite navigation systems, in particular Google, are directing motor vehicles onto RB11 and RB12 as legitimate routes for drivers. The Parish Councillors have submitted requests to Google for a correction but have not been successful. Would the Streetscene Inspector have any influence with Google and satellite navigation providers to get this correction actioned? This has previously been reported online, reference ENQ900212872, if you need further details. **Enquiry with (Trails) Benjamin Grapes***

*There are three potholes along the side of Winterton Road. **Completed.***

*There is an overgrown sign on the Martham Road on the left before Sandy Lane travelling out of West Somerton. Please could you arrange for the overgrowth to be cleared. **Another job has been raised and is with the contractor on a priority C.***

*Signage the West Somerton end of Winterton Road is overgrown causing vehicles to miss the junction. They then turn round in the village causing a hazard. This has been reported online, reference ENQ900231492, if you need more details. **Defect not found by inspector. Rectified by Cllr Walters***

*There have been a number of blown tyres at the corner opposite No.1 Horsey Road due to a drain cover that gets flipped up by large vehicles causing the prongs to puncture the tyres of smaller vehicles. Please could you arrange for this to be repaired. This has been reported online, reference ENQ900231495, if you need further details and photos. **Scott noted in Mayrise:- This doesn't currently meet our intervention levels. On inspection the kerbs horizontal alignment was <25mm and vertical alignment <13mm which is below the thresholds for action set out in our management plan. We will monitor the drain, kerbs and concrete surround via routine inspections and action accordingly.***

- 5.10 Website – To change wording to move 'East and West Somerton villages' to front of paragraph. Agreed

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- 5.11 Viking Account (for stationery). No update. To ask new Clerk her preferred approach to stationery.
- 5.12 Consider consulting with Parishioners to reduce number of council meetings to statutory minimum. Article sent to Somerton News. To be pinned on notice board after July meeting and decided at September meeting.
- 5.13 Financial update below – Noted. Cllr D Shuker asked if fund should be in a separate interest-bearing account. Clerk requested to make enquiries & add to agenda for next meeting – Not actioned. To be considered for next meeting

6 Planning

- 6.1 To consider consultee response to planning applications received from GYBC and the BA.
 - 6.1.1 None
- 6.2 To receive notification of any decisions taken by GYBC and the BA.
 - 6.2.1 BA/2023/0139/HOUSEH – BA – Staithe Farm, Sandy Lane, West Somerton – Proposed garden room extension on original footprint. Approve Subject to Conditions.

7 Administrative Matters

- 7.1 New Clerk (Nicola Ledain) has agreed a start date of 10th July 2023. Cllr Clift and Cllr Walters will meet asap to give induction and handover on 10th July.
- 7.2 Barclays bank – outgoing Clerk has been removed from Barclays approved personnel. New Clerk to be instated.
- 7.3 New bank mandate signatories required. Simple Service Authority with Cllr Clift to sign.
- 7.4 Group training for Councillors. Proposal to arrange for group training through two 2 hour sessions. Cost £180. AGREED. Cllr Walters to correspond with NALC to arrange suitable dates.
- 7.5 Consider whether we should have a policy for administration of the Community Fund. Cllr Starling highlighted that we already have a Grant Award/ Community Fund. Cllr Walters pointed out that this did not include criteria for administration of the fund. AGREED to review and consider for adoption at next meeting.

8 Financial Matters

- 8.1 To agree payments:

May wages (paid)	£252.20	£0.00	£386.20
Mr R. Bird (paid)	£230.00	£0.00	£230.00
Mr R. Bird	£575.00	£0.00	£575.00
Zurich Municipal (paid)	£327.00	£0.00	£327.00
June wages – approved in principle			

RESOLVED to make the above payments

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- 8.2 Internal Audit: Deadline for submission to avoid penalty letter chasing payment (£40) extended to 31st July (extension requested by Cllr Walters). Meeting required before end of July to authorise.
- 8.3 Financial update below – Noted. Cllr D Shuker previously asked if fund should be in a separate interest-bearing account. Clerk requested to make enquiries & add to agenda for next meeting - AGREED.

9 Highways Matters

- 9.1 Council AGREED that parishioners could install a 'No Through Road' sign or similar along New Road. To be advised to contact GYBC to ask them to action.
- 9.2 Proposed 20mph zone through village. Supported. Agreed that Highways be contacted, with James Bensley and Brandon Lewis copied in.
- 9.3 Additional items discussed under Matters Arising

10 Other Matters

- 10.1 None

11 Correspondence

- 11.1 A parishioner emailed to say that a motorist is in the process of making a claim against NCC alleging that damage to his car caused on the bend of Horsey Road (as previously discussed) was due to the poor road conditions.
- 11.2 A parishioner highlighted the fact that the village sign is 'West Somerton' also that the Somerton News shows a logo of 'West Somerton' despite the parishes being amalgamated in 1935. It was suggested that we consider changing the sign to 'Somerton' to recognise our solidarity.
- 11.3 A parishioner had contact Cllr Walters to state that 'a civil parish is designated purely for administrative purposes and has nothing to do with the separate, though conjoined villages of East and West Somerton.' It was AGREED that we make no change at the moment, however review and consider again as and when the sign needs to be refurbished again.
- 11.4 A parishioner raised a concern about the bench on the Staithe that is in need of repair. Agreed to seek quotes.
- 11.5 A parishioner raised a concern wrt outstanding wages for outgoing Clerk

12 Next Agenda

- 12.1 None proposed

13 Date of next meeting:

Tuesday 25th July 2023 at 7pm, Village Hall – Extraordinary PARISH Meeting (to approve AGAR).

Tuesday 5th September 2023 at 7pm, Village Hall – PARISH COUNCIL Meeting.

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In accordance with the Public Bodies (admission to meetings) Act 1960 the meeting RESOLVED to exclude the press and public during consideration of item 20.1 due to the confidential nature.

20.1 Flegg Community Land Trust

Requested for FCLT to provide more details of proposal.

Meeting closed @ 21:04h.

DRAFT