

Great Snoring Parish Council

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Present: J Lockhart (Vice-Chair), T Norman, D Spiteri, V Thompson (Chair),
and: NNDCllr T FitzPatrick, NCCllr M Dalby, and one member of the public

Meeting of Great Snoring Parish Council on Thursday 8 September 2022 at 7:00 pm in the Social Club

MINUTES

Welcome

- 1) **Apologies** from A Cooper and J Tibbitts were accepted.
- 2) **Declarations of pecuniary interest** by the Councillors in any of the items listed below. None.
- 3) **Minutes of the previous Meeting** – 6 July 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. None
- 5) To consider **co-opting** to fill the vacancy – carry forward to next meeting.
- 6) **The Meeting was temporarily closed** for Parishioners to express any concerns they have and for reports from the District and County Councillors.
 - Report from NNDCllr T FitzPatrick:
 - Greenbuild event in Fakenham on Saturday
 - Flies: District Council has received 6 complaints this summer from residents and owners of holiday lets. Environmental Health visited Top Farm: there was low evidence of flies at the farm site, and there was evidence of fly-control in place. The situation in the village needs to be monitored to get to the root of the problem and find the source/s.
 - Empty House: a request for a Service to Repair notice has been submitted. Another option that is available to the District Council is to take on the property, do it up and rent it out for seven years.
 - Advice was provided regarding how to proceed when a Section 21 notice had been served on a tenant.
 - Report from NCCllr M Dalby – circulated via email – nothing in particular for this meeting.
 - A member of the public reported on a campaign of bullying and harassment and hoped that other people moving into the village would not be subject to such treatment. The Parish Council and the District and County Councillors expressed their sadness and concern at hearing this.

The Chair re-opened the meeting.

7) **Planning**

- a) **Proposals** received from NNDC since the last meeting:
- b) **Decisions** made by NNDC
 - i) PF/22/1175 & LA/22/1176: Conversion of outbuilding to one unit of holiday accommodation at **Top Farm**. APPROVED.
- c) **Other planning matters**
 - i) **Empty home on Fakenham Road:** see comments above from NNDCllr FitzPatrick.

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- 8) **Highways:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
- a) **Items to report**
 - i) Brambles and clematis creating a trip hazard on the pavement outside Church House.
 - b) **Update on outstanding items**
 - i) It was noted that work was programmed to cut back overgrowth on the Green Way.
- 9) **Street furniture / Environment**
- a) Request for **Kissing Gate** to be added to the Definitive Map. The Case Officer at the County Council has asked for reasons why the Parish Council feels it is necessary to keep the gate in situ. This is because the Ramblers (who are consulted on these issues) say that gates are only usually permitted on footpaths to prevent livestock from escaping from fields and they question the reason for the gate being in situ today. If it is to prevent cycle use then it is felt that the ease of use of the path by people with mobility issues or in wheelchairs should outweigh the need for the gate, something which NCC would agree with particularly when it is an objective of the Norfolk Access Improvement Plan to create better access for disabled people. It was agreed to ask, via the newsletter, for residents to inform the Clerk and provide evidence of need' if they wish to see a kissing gate at this site and also indicate if they would be willing to contribute towards the cost probably in the region of £600 - £1000.
 - b) **Notice board:** repairs to be carried out by Wells Men's Shed. Two supporting posts required (5ft 6in tall and 4in thick) to be supplied by Tom Norman. Pin board to be purchased from Jewson's (and shared with a nearby parish council which is also getting its notice board repaired).
 - c) **Bench:** repainting / staining: to be done when weather is cooler.
 - d) **Litter Pick:** in October – date to be confirmed.
 - e) **Verges and Gurney's Ground:** FT Grounds Maintenance did not carry out the cuts in July as there was no growth. They will do these cuts in November.
 - f) **Flies.**
 - i) It was decided to send out a questionnaire with the next newsletter to gather information about fly problems around the village. It is hoped that by collating and mapping this data the Parish Council would be able to assist the Environmental Health Team in tracking down the sources of the infestations and who would then take appropriate action to tackle them. It was noted that it had been reported that there were potential issues with the drains at The Sheltons including a deep drain which had layers of sludge in it, an instance of flies coming up the drains into a bathroom, dreadful smells in another bathroom following rain.
 - ii) It was noted that the Chair will be taking up the invitation from David Perowne to have a 'tour' of Top Farm and related sites.
- 10) **Allotments and Gurney's Ground**
- a) Progress report on project **playground** equipment for Gurney's Ground. It was noted that the equipment has been delivered. Walsingham Estate will be doing the earthworks and installation using the specifications provided by Kompan.
 - b) It was noted that the **allotment rent** for a full size plot is increasing from £24 to £30 per annum. Tenants would be reminded to keep their allotments in good order and if they no longer want their allotment the area should be cleared particularly of any non-plant materials e.g. plastic sheeting, carpets etc.
 - c) **Pest control:** to consider if pest control is still required and whether to continue with the current company or to use a more local service. Quarterly charge from Rodent Service is £64 + VAT per quarter. An alternate quote came it at £112.50. Although there was less poultry on the allotments, the area is probably still attractive to rats because of compost heaps etc. It was agreed to continue with Rodent Service for the time being.

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11) Parish Clock

- a) Volunteer/s required to clean the clock room regularly (covering the mechanism with a plastic sheet while doing so to prevent dust getting in). Joyce Tibbitts was happy to do this. Jan Lockhart would liaise with Jonathan Taylor and also see if there was another volunteer to join the 'team'.

12) External Audit

- a) The following communication was considered: 'Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is less than £6.5 million. The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments. All authorities require an appointed external auditor even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors. During the previous 5-year period all smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme.'
- b) It was agreed that Great Snoring Parish Council would remain 'opted-in'.

13) Newsletter

14) Financial business

- a) **Receipts** 1 June - 29 July: interest 10p.
- b) **Regular payments** 1 June – 29 July: FT Grounds Maintenance £121.80; salary & on costs
- c) **Balances as at 29 July 2022:** Current ac: £13,304.38; Savings acc (allotment deposits): £332.43; Defib savings £109.64 & chq ac 3p; Clock savings £585.99 & chq ac £3.
- d) **The following payments were approved:**

15) Payee	Cheque no	Amount	Date
Countrystyle Recycling Ltd (bottle bank)	100451	£7.20	12/08/22
J Otte (for Rodent Services quarterly charge)	100452	£76.80	12/08/22
Joanna Otte (expenses and photocopying)	100453	£23.89	
Vanessa Thompson (wood stain for bench & notice board – B&Q)	100454	£38.00	
Walsingham Parish Council (photocopying newsletter August)	100455	£9.60	
Gt Snoring Social Club (hire of hall for meeting)	100456	£17.50	

16) **Correspondence:** mail circulated as usual via email

17) **Items for report or placing on the agenda for the next Meeting.**

18) **Date of the next meeting:** change to **Thursday 3 November 2022 at 7 pm** in the Social Club.