

**Parish Chair: Ms Sheridan Turner**

**Locum Parish Clerk: Dan Futter**

**POTTER HEIGHAM PARISH COUNCIL**

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**MINUTES OCTOBER 2023**

**Minutes of the meeting of Potter Heigham Parish Council held on Wednesday 11th October 2023 at 7:30pm in Potter Heigham Village Hall.**

**Present:** Councillor David Bland, Councillor Stan Chapman, Councillor Robin Graves-Morris, Councillor Mary Haslam, Councillor Harry May, Councillor Donald Pickering, Councillor James Stone, Councillor Sheridan Turner (Chair), NCC Cllr Richard Price, NNDC Cllr Harry Blathwayt, Locum Parish Clerk Dan Futter and four members of the public.

Meeting was opened at 7:30 pm.

- 1) APOLOGIES** Councillors Bev Standen and Keith Lowes  
Cllr Turner welcomed Cllr Stone to his first meeting.  
Cllr Turner asked for point 13a to be moved to section 5, for the County Councillors input and for point 5b to moved to the end of the meeting. All agreed.

**2) PUBLIC FORUM**

a) Items from the Public

A resident stated the bad state of the hedge cutting in the village. Hedge going onto the path in Bridge Road, and opposite the post office going out into the road. Cllr Turner to follow this up with NCC Highways.

b) Items from the County Councillor

Cllr Price stated he attended a public meeting at North Walsham regarding speeding. Duncan Baker, The Police and Crime Commissioner, Highways Cabinet Members and including approx. 200 people. A lot of questions asked, with many issues County can and can't do. Auto speeding within cars has slowed down speeding. A Community Speedwatch APR camera device has a speed limit set, with two constabularies using this. Cllr Price to have a meeting with Norfolk Police to see if this can be used in Norfolk. The report regarding teachers and schools included an incorrect figure for the number of school children. This has now been rectified. A harsh letter has been sent to Government about this.

c) Items from the District Councillor

Cllr Blathwayt stated that the North Norfolk corporate plan is ready to be distributed. A LGA Peer Review showing a cross section of senior councillors will be published in the next few weeks. Glebe Farm planning application has been refused, which they should be aware of, .It was noted that the appeals process can take up to 18 months. Woodland

Trust have checked on 100 District Councils, with NNDC being 4<sup>th</sup> out of 100 for tree planting.

S. Chapman entered the meeting at this point.

Cllr Blathwayt left the meeting at this point.

#### d) Items from Outside Bodies

##### *i) Village Hall Management Committee*

R. Graves-Morris stated that the archery request insurance is still being pushed forward. Would need to see the resident's insurance as well before moving forward further.

The commemorative bench has been delivered, with another in the children's area to be added in situ soon.

An email from the Charities Commission was circulated to all trustees of the Village Hall Management Committee. Robin will await responses from trustees before the response is submitted.

##### *ii) Any other items from Councillors representing Outside Bodies*

None.

### **3) DECLARATIONS OF INTEREST**

#### a) To note disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting

None

#### b) To approve applications for dispensation for pecuniary interests

### **4) MINUTES OF THE LAST MEETING**

a) The minutes of the September meeting were circulated. It was agreed to amend the following -

5d – amend the cost of the feasibility study to £2,500 per week.

10c – amend the wording to the car park being used as a roundabout.

When amended, R. Graves-Morris made a motion to approve, second M. Haslam and approved without dissent and signed by the Chair.

Cllr Bland stated not getting agenda/minutes etc emailed to his new email address. Cllr Turner to rectify this moving forward.

### **5) MATTERS ARISING**

a) None.

b) (as confirmed to be moved to the end of the meeting).

c) Ludham Boat Parade - It was stated that previously the Boat Parade worked well from a trade and business point but the organisation could be improved, regarding the sheer volume of people and the parking. There were two car parks; Potter Heigham and Ludham. Approx 80% of people used the Potter Heigham car park with little use of the Ludham one. Debating on whether to cone off entire village again but would need to apologise to people affected by this. Cllr Turner suggested the organisers to work with the Parish Council earlier, to get information regarding the Boat Parade out to residents earlier.

Red Roof Farm and the field prior to the causeway turnoff on the right are two further options of car parking that is being discussed by NNDC. The organisers will keep us updated.

HGV sign either side of bridge - Cllr Turner to investigate signage for unsuitable for HGV; to stop HGVs attempting to go over the bridge. Cllr Price to work with Repps and look further into this for us, by contacting Highways.

Visibility issue at the junction of the Causeway and A149- It was stated that Repps are also concerned and are contacting Highways. It was agreed that we should write as well. Falgate pub - Cllr Turner stated that the issues have been passed onto NNDC, and will also follow this up with a letter to Cllr Blathwayt.

d) Cllr Price stated he is still working on the fund-raising side for the Traffic Study and that the Broads Authority suggested sending out another survey with two options : Leave the Bridge as is or Pedestrianise. The plus side to this would be that we wouldn't then need to wait until March/April to move forward with the rest of the study assuming the Parish Partnership bid were successful.

It was agreed to move ahead with the Parish Partnership bid and that Cllr Chapman will talk to the Repps PC Chair about this. It was agreed not to do another survey. Financial figures regarding the Parish Partnership bid to be completed by Cllr Price.

At this point Cllr Price left the meeting.

## **6) CLERKS REPORT**

a) None.

## **7) GOVERNANCE MATTERS**

a) None received. It was noted that there had been no applications to fill the Councillor vacancy. The vacancy will be published in the Gazette.

## **8) FINANCIAL MATTERS**

a) S. Chapman went over this further to Council.

b) Payment to Cllr Turner approved.

c) None. R. Graves-Morris confirmed that finances are up to date and have been ratified. They are due for their quarterly review. To be checked over by the new Clerk.

## **9) PLANNING MATTERS**

a) New applications received: None

b) Decisions taken : Cllr Blathwayt updated about Glebe Farm earlier in the meeting.

## **10) REPORTS FROM PARISH COUNCIL LEADS**

a) Allotments

D. Pickering stated in the last meeting the pay increase confirmation was overlooked. D. Pickering proposed paying the increase with second by S. Chapman. All in agreement.

b) Highways

S. Turner read out K. Lowes report. H. May stated there is overhanging vegetation into the road, which hasn't been cleaned out for years. Also, tree is growing out of the bridge. S. Turner stated will be a job for the new Clerk to investigate further.

c) Staithe

H. May stated that the Environment Agency have turned up to repair the Herbert Woods Flood barrier. The tree roots by the tackle shop are growing out of the ground and lifting up the tarmac. H. May to speak to the land owner. The yellow tape on the posts have been removed, and the Broads Authority need to be contacted to get these replaced. The new Clerk to obtain some dog bin license stickers.

d) SAM2

D. Bland gave further information regarding figures to Council.

e) Police Liaison

No updates.

**11) REPORTS FROM COMMITTEES AND WORKING GROUPS**

It was stated that the boardwalk at Mill Road, behind the fen is getting bad/rotten. The Broads Authority have visited. S. Turner to investigate further.

**12) CORRESPONDENCE**

a) To consider request for a commemorative bench for approval

S. Turner did follow this up, and discovered that this was a family who have requested the bench on the riverbank. They have been in touch with the Broads Authority, who have stated no. So, the family are now going to have a plaque on the Staithe planters. This is now between the family and the Broads Authority.

b) To note update on the Ludham Illuminated Boat Parade

Already covered earlier in the meeting.

c) Commemorative bench

Covered at point 12a.

**13) OTHER ITEMS FOR DISCUSSION AND DECISION**

a) To ratify approval for the feasibility study to move forward and to consider approval of scope of work

Already covered earlier in the meeting.

b) To consider complaints from residents around the Falgate Pub

Already covered earlier in the meeting.

c) To consider items for reporting to Highways and/or other authorities

Already covered earlier in the meeting.

**14) ANY OTHER BUSINESS**

None.

**15) ITEMS FOR EXCLUSION OF THE PRESS AND PUBLIC**

N/A

**5) b**

It was agreed to appoint Laura Bateman as the new Clerk. Proposed by Cllr Stone and second by Cllr Bland, with all in agreeance.

There being no further business, meeting adjourned at 9:30pm

Next meeting Wednesday November 8<sup>th</sup> 2023