

## POTTER HEIGHAM PARISH COUNCIL

116 Ketts Hill, Norwich, Norfolk, NR1 4HE

Tel: 07377653369 Email: [potterheighamparishcouncil@gmail.com](mailto:potterheighamparishcouncil@gmail.com)

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### ANNUAL PARISH MEETING 2023

Minutes of the annual parish meeting held on **Wednesday 26<sup>th</sup> April 2023 at 7:30pm** in the Village Hall.

**Present:** The Parish Council Chairman, S. Turner, presided over the meeting and the following Councillors were present; S. Chapman, R. Graves-Morris, M. Haslam, H. May, L. Parker, D. Pickering, S. Ratani, B. Standen,

**In Attendance:** Parish Clerk A. Gallant, County Cllr. R. Price, District Cllr. H. Blathwayt, 11 members of the public.

**Meeting was brought to order:** 7:31pm

#### 1. To consider apologies for absence

Apologies were received for Cllr. B. Shakeshaft, Cllr. R. Lovick.

#### 2. To approve the minutes of the meeting held on Friday 20<sup>th</sup> May 2022

The minutes were **AGREED** as an accurate record and signed by the Chairman subject to amendment to include the meeting name, date and time.

#### 3. Update on matters arising from the minutes, if any

None.

#### 4. To receive Parish Council Reports

##### a) Parish Council Chairman

The report from Cllr. S. Turner was presented (Appendix A). Thanks were shared for support with the recent Dog Show with close to £1,200 raised towards charities. It was noted there would be no Dog Show in 2023 but would return in 2024. Attendees were encouraged to enter the upcoming Craft Fair.

##### b) Parish Council Leads

**Allotments:** The report from Cllr. D. Pickering was presented (Appendix B). It was noted that one vacancy since the report was written had now been filled.

**Drainage:** No report.

**UTWG:** No report.

**Environment:** No report.

**Footpaths & Highways:** No report.

**Staithe:** The Staithe was reported as used everyday. Repairs to the quay heading and capping were outstanding and required attention.

**Sam2:** Following the temporary bridge closure, it was reported that the reduction of traffic on Bridge Road resulted in increased traffic on Station Road. It was noted that the junction was not conducive to traffic build up and created excess queues to the post office. Attendees were reminded that SAM2 results were available on the website for information and residents were encouraged to recommend other areas for the SAM2 to measure traffic and speeding.

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**Police:** Residents were encouraged to contact Cllr. B. Standen about Police enquiries to pursue with PC Matt Pritty.

**Ludham School:** No report

**c) Financial Report (Clerk)**

The Financial Report by the Clerk was presented (Appendix C).

**5. To receive reports from community representatives and organisations**

**a) County Councillor**

The report from Cllr. Price was presented (Appendix D).

**b) District Councillor**

The report from Cllr. Blathwayt was presented (Appendix E)

**c) Police**

PC Matt Pritty, Local Beat Manager, took over from Tom Gibbs in July 2022, covering 21 parishes. Since July 2022 there have been 130 call to police from potter residents and was reported as a low call rate compared to other local parishes. It was noted that often calls can relate to the same incident and ranged from traffic collisions, highways disruptions such as animals in the road, domestic concerns, thefts/burglaries, arson, non-urgent call and non-attendance calls.

Crime figures were reported as low for the area and more details, including how many calls lead to charges, could be found on the Norfolk Constabulary website.

**d) Broads Authority**

The report was received by the Clerk and would be available on the website for information (Appendix F).

**e) Village Hall Management Committee**

The report by Cllr. R. Graves-Morris was presented (Appendix G).

**f) Potter Heigham Trust Fund**

The report by Cllr. S. Chapman was presented (Appendix H).

**g) Parochial Church Council**

The report by Cllr. D. Pickering was presented (Appendix I).

**h) Methodist Church**

No report.

**i) Rainbows, Brownies & Guides**

The report by S. Self and G. Howell was presented (Appendix J).

**j) Stitches**

The report by S. Harris was presented (Appendix K).

**k) Art Exhibition**

The report by M. Haslam was presented (Appendix L).

**l) Bowls Club**

The report by T. Chaplin was received by the Clerk and would be available on the website for information (Appendix M).

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**m) Short Mat Bowls Club**

No report.

**n) Mardlers**

No report.

**o) Afternoon Teas**

No report.

**p) Manners4Paws**

The report by K. Partner was presented (Appendix N).

**q) Presentation and Q&A on Saline Issues in the River Thurne and update on flooding from the past year**

The report by Senior Flood Warden, Paul Rice, was presented (Appendix O).

A call for more flood wardens and a flyer would be posted in the near future looking for volunteers.

The presentation by Broads Anglian Services Group, Duncan Holmes, was presented (Appendix P).

**6. Public Forum**

It was noted that the spotlight outside the Village Hall had been switched on continuously since February and shone into the neighbouring property. Representatives of the Village Hall Management Committee agreed to investigate further.

It was noted that the Potter Heigham Bridge was now open and it was confirmed by County Cllr. Richard Price that all bus drivers had been advised to drive through Latham's Car Park and not over the Bridge. The temporary bus stops had now been removed.

An update on the status of planning for Glebe Farm was requested and Public Protection Officer, Paul Rice, left the meeting. It was reported that no decision regarding Glebe Farm had been taken at this time.

**7. Any Other Business**

None.

**Meeting closed: 9:42pm**