

**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH
COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7.30pm
ON TUESDAY 4th FEBRUARY 2025**

PRESENT

PARISH

COUNCILLORS: Mr M Knight (Chairman)
Mr M Field (Vice Chairman)
Mr P Rowe
Mr S Cullington
Mr P Daly

COUNTY

COUNCILLOR: Mr D Roper

DISTRICT

COUNCILLOR: Mrs S Holland

PARISH

CLERK: Mrs C. Lake

One member of public.

Reports and Parishioner's Question Time.

A member of public attended the meeting to express their concern about the planning application for 86 Crostwick Lane. They felt there was not enough parking available and would cause congestion. Councillor Knight advised that the application was down to be discussed later in the meeting and that they were welcome to stay for the discussion.

Norfolk County Council (NCC) Councillor Roper reported that there will be a 4.99% increase to council tax. £43 million of savings will be implemented on public services.

Councillor Daly asked when the village gateway sign would be installed on Church Lane as this was supposed to be installed through last years budget, Councillor Roper will chase up the Highway Engineer for an update.

Councillor Field suggested inviting the Highway Engineer for a public Q&A to address matters concerning the Crostwick Lane/B1150 Junction, Councillor Roper felt it better to invite the MP Jerome Mayhew to the May Annual Council Meeting or carry out a campaign for the junction and involve the community.

Broadland District Council (BDC) Councillor Holland reported Band D level of Council Tax remains at the same level as 2024/25.

The devolution white paper was published on 16 December 2024 this sets out the Government's request for all two-tier areas and smaller or failing unitaries. A letter was due to be sent out last week to see if devolution and local government re-organisation is on the priority programme, if so, there will be no election for 2025/26.

Councillor Holland advised that planning lead are going to investigate the matter concerning the instillation of Spixworth Allotment light columns after the clerk reported that four lights columns had not worked since the allotment was open.

Councillor Holland is investigating the possibility for St Marys care home residents accessing the village amenities through the Rosa Close access gate.

AGENDA

1. TO ACCEPT APOLOGIES FOR ABSENCE

Written apologies were received from Councillor S Vincent and Councillor J Hancock and accepted by the council.

2. DECLARATIONS OF INTEREST

None.

3. HIGHWAY MATTERS

Councillor Knight talked about an idea for a report and sort it system for Highway matters. It was suggested that information is put on notice boards and in the parish magazine which directs people to the right website to report highway problems.

4. CO-OPTION OF PARISH COUNCILLORS

No applications were received.

5. MINUTES OF PREVIOUS MEETING

The Minutes of the parish council meeting held on the 14th of January 2025 were agreed by Councillor Knight, seconded by Councillor Field, and signed off by the Council as a true record.

6. TO RECEIVE MONTHLY ACTION PLAN UPDATE.

Councillor Field reported that the new amenity signs for Greg's Meadow design had not been aligned properly. The clerk has reported this to Admiral Signs and will add this the action sheet.

7. FINANCE

7.1 Balances were noted and the following payments were authorised in accordance with the budget as per the tabled scheduled 4th February 2025 were agreed.

- 7.2 The Bank Reconciliation as of the 29th of January balanced and was agreed.
- 7.3 The clerk advised the council that one of the memorial benches on Crostwick Lane outside the shops had rotted and was no longer safe to use. The bench had been installed many years ago and paid for by a family in memory of their relatives. As per the council memorial bench policy once installed it becomes a parish council asset. It was agreed to purchase a new bench and memorial plaque at a cost of £1,100.34 plus £75 for removal of the old bench.
- 7.4 Several streetlight columns on Buxton Road had stopped working this was due to damaged caused by Nexfibre installing broadband cables. The council's streetlight contractor Cozens was asked to investigate the problem the cost for these works were £1080. The parish council will re-charge this amount to the Nexfibre contractor. The council agreed to pay the Cozens invoice of £1080 + VAT and re-charge the contractor.
- 7.5 Spixworth Amateur Players had sent in a request for a grant from the council to purchase some items needed for their group. Councillor Knight advised that the councils grant policy had certain restrictions and a limited grant amount of £500. It was suggested that SAPS fill out the grant form and re-submit their request. Clerk to send SAPS form.
- 7.6 The Parish Council office printer is no longer covered under warranty due to the age of the machine. Mayday who provides maintenance support to the council offered a new contract with a newly refurbished machine for a 3-year rental cost of £197.08 per quarter plus maintenance support fee. Originally the council were paying £113.46 rental fee plus maintenance support fee. The council suggested purchasing their own smaller printer rather than lease one and stop paying maintenance support. Councillor Field advised that he had a smaller printer that the clerk could trial beforehand to see if it were suitable for the amount of printing carried out. Councillor Field would bring the printer to the office next week.

JANUARY PAYMENTS AND RECEIPTS

Date	Description	Supplier	Total
20/01/2025	Receipt - Allotment Rent	M Gibson	51.00
23/01/2025	Receipt - Allotment Rent	J Chapman	51.00
23/01/2025	Payment - Parish Clerk Wages January 2025	Mrs C Lake	-1,838.93
23/01/2025	Payment - Admin Officer Wages Jan 2025	Mrs M Orford	-1,097.75
23/01/2025	Payment - Allotment Deposit Refund	E Hurley	-30.00
27/01/2025	Payment - Parish Council Office Electric	ENGIE	-81.30
27/01/2025	Payment - Replacement tap for allotment	Not Just Taps	-27.40

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Chairman 4th March 2025

OUTSTANDING PAYMENT LIST AGREED AT THE FEBRUARY MEETING

PAYMENT TO MADE ON	PAYEE NAME	PAYMENT DETAILS	AMOUNT £
5/2/2025	BNP PARIBAS	Printer Lease Feb-May 2025	136.15
5/2/2025	Microsoft 365	Annual Subscription	104.99
5/2/2025	St Peters Church	Annual Grounds Maintenance donation	824.50
5/2/2025	Cozens	Investigation works on damaged Buxton Road Street lights (claim back from Morrisons contractor)	1296.00
5/2/2025	Eggett Steam Cleaning (Handyman)	Removal of old Greg's Meadow Signs	140.00
5/2/2025	Norfolk Pension Fund	January Pension Contribution	999.80
5/2/2025	HMRC	January Tax Payment	620.43
5/2/2025	SLCC	Parish Clerk Annual Membership Fee	240.00

8.PLANNING MATTERS**Ref:**2024/3800**Location:** 86 Crostwick Lane, Spixworth**Proposal:** Erection of single storey extension and loft conversion with creation of new parking area.

Comments: Councillor Vincent sent an email regarding his concern for the planning application and stated that he objected for the reason of lack of parking and over development. Although the council supported the idea of a bigger dental practice, it was agreed to object to the current proposal for the following reasons. 1. Out of character two. Over development would impact traffic. 3. Insufficient parking.

9.ALLOTMENTS

9.1 An allotment holder had reported to the council that there were bird droppings on the entrance gates and asked the council to put something in place to stop this from happening. The council agreed that nothing could be done it is a natural occurrence of nature and would wash away in the rain.

9.2 The clerk advised that one of the allotment taps had broken due to some allotment holders wedging the tap down with bits of wood in order to get continued water from the push down tap. The clerk is having trouble finding the parts to repair the tap and has asked the developer who originally installed the taps to send information of the taps installed so a new part could be ordered.

10. TO REVIEW SAPS CONTAINER RENTAL AGREEMENT

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Chairman 4th March 2025

10.1 At the January Parish Council meeting the council reviewed the quarterly budget sheet and queried the container payment that Spixworth Amateur Players (SAPS) pay for to store their equipment. The council asked the clerk to bring the agreement to the February meeting to investigate the agreement which was drawn up in 2016. SAPS had approached the council to ask if a container could be purchased to store their items as they had to remove their items from the loft space in the Village Hall. The council agreed to purchase a container at a cost of £1,235 +VAT and that SAPS would pay a rental fee of £75 per quarter. Because the container sits on the Village Hall car park it was agreed that the council pay £75 per quarter to the Village Hall as a rental fee but would own the container.

11. TO RECEIVE A REPORT FROM NORWICH AIRPORT COMMITTEE MEETING

Councillor Daly attends the Norwich Airport Committee meetings on behalf of the council. He explained that there was a complaint received from a resident who lives on the new development on Buxton Road. Norwich Airport have asked that any report relating to noise from Norwich Airport needs to be reported to the Parish Council in the first instance who will then report any matters to Norwich Airport directly.

10.TO AGREE DATE OF THE NEXT MEETING.

The next Parish council meeting will be held on the 4th of March 2025