

**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH
COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7.30pm
ON TUESDAY 2nd JULY 2024**

PRESENT

PARISH

COUNCILLORS: Mr M Knight (Chairman)
Mr M Field (Vice Chairman)
Mr S Cullington
Mr K Harkin-Perry
Mr S Vincent
Mr J Bailey

PARISH

CLERK: Mrs C. Lake

COUNTY

COUNCILLOR Mr D Roper

Reports and Parishioner's Question Time

County Councillor Dan Roper reported that the council are in a sensitive period before elections. The clerk asked for an update on Park Road being resurfaced following on from several complaints from parishioners about the state of the road. Highways have advised that patching work needs to be carried out in several areas and will require a road closure before any re surfacing can take place.

Norwich South recycling centre are to employ more staff to alleviate queues.

The clerk asked for an update on the cutting back of foliage on North Walsham Road, Crostwick at the Crostwick Lane junction. The Parish Council have asked for the area to be cut back due to visibility issues since April 2024. Councillor Roper said that Highways are not sure who the land belongs to despite cutting it back last year, he has assured the clerk that he will get the Engineer to get a gang out to get the area cut back.

Several residents had complained to City Fibre that they had not been made aware of a large telegraph pole that had recently been installed outside a property on Bowling Green Close. Councillor Roper advised that there is a wide range existing permission that exists which doesn't require planning permission for this type of instillation. Councillor Roper is talking with Highways and City Fibre to inform them that it is not a suitable location for the pole.

Councillor Knight suggested to gather questions for the Highway Engineer and invite him to the next Parish Council meeting for an update on Spixworth Highway matters.

AGENDA

1. TO ACCEPT APOLOGIES FOR ABSENCE

Written apologies were received from Councillor P Rowe, Councillor P Daly and Councillor J Hancock

2. DECLARATIONS OF INTEREST

None.

3. CO-OPTION OF PARISH COUNCILLORS

No applications were received.

4. MINUTES OF PREVIOUS MEETING

The Minutes of the Annual Council Meeting held on the 4th June 2024 were agreed, proposed by Councillor Knight, seconded by Councillor Harkin-Perry signed off by the Chairman as a true record.

5. MATTERS ARISING.

Councillor Field asked if a zebra crossing could be installed on Crostwick Lane from Trafford Way to Spixworth Village Hall. Councillor Vincent noted that the question had been asked during the development of Trafford Way but no further action was taken. It was suggested to raise the question again one Maisie's Meadow had been landscaped.

6. TO RECEIVE MONTHLY ACTION PLAN UPDATE.

The clerk circulated a copy of the monthly action plan for July.

Item number 2. Village walkabout, to set a new date for when NCC Highway inspector visits. Item number 4 Councillor Calling cards, the clerk was asked to look at prices for producing contact cards for councillors when they visit residents. Item number 7. Quotes for bollards, the council asked the clerk to speak to County Councillor Dan Roper with regards to members ward grant to purchase bollards for the grass verge alongside Maisie's Meadow.

7. FINANCE

7.1 Balances were noted and the following payments were authorised in accordance with the budget as per the tabled scheduled 2nd July were agreed.

Due to the cost of the water bill for the allotment plots it was agreed to review the allotment fees at the September Parish Council meeting.

7.2 The Bank Reconciliation as of the 25th June 2024 balanced and was agreed by the Council.

Councillor Vincent asked what the council were doing with the excess money in the savings account and proposed transferring £400,000 across to the councils higher interest deposit account, Councillor Knight seconded

7.3 The council agreed to use internal auditor Sonya Blyth for the 2024/25 end of year audit.

7.4 The clerk presented a quote for £4060.80 from Cozens street light contractor for the 6 year electrical and structural testing of Spixworth Street lights. The Council agreed in principle but asked the clerk to obtain two further quotes from other street light contractors as a comparison.

7.5 The council agreed payment of £20 for a stall at the Spixworth Village Fete, Councillor Knight asked for volunteers to help out on the day. Councillor Field and Councillor Beiley offered to help.

JUNE PAYMENTS

13/06/2024	2nd Litter Bin for Muga Court	Sitebox	199.14
21/06/2024	Parish Clerk Wages June 2024	Mrs C Lake	1,789.05
21/06/2024	Admin Officer Wages June 2024	Mrs M Orford	1,047.86

JUNE INCOME

No income received.

OUTSTANDING PAYMENT LIST AGREED AT THE JULY MEETING.

PAYMENT TO MADE ON	PAYEE NAME	PAYMENT DETAILS	AMOUNT £
3/07/2024	Mr R Woods	Deposit Refund for allotment plot	30.00
3/07/2024	Engie	Parish Council Office Electric (DD)	71.50
3/07/2024	Spixworth Village Hall	Allotment Water Usage Oct 23-June 24	676.78
3/07/2024	Norfolk Pension Fund	June Pension Contribution	957.42
3/07/2024	Initial Plumbing Ltd	Allotment Water Leak Repair	420.00
23/07/2024	Mrs C Lake	July Wages	1790.00
23/07/2024	Mrs M Orford	July Wages	1048.00
31/07/2024	Mr C Chaney	July Wages	490.00 est

8.PLANNING MATTERS

8.1 Virgin media had contacted the Parish Council to seek permission to dig a trench at the bottom end of Russell Avenue entrance to Greg’s Meadow. The council requested further information about the works before a decision could be made.

9. AMENITY MATTERS

9.1 The council discussed the need to upgrade some of the play equipment on the Orchard Road Play area, parishioners had also reported problems with the wet pour which had broken in areas. Council Field advised that the park needs a new sign for the gate. Councillor Knight also suggested to replace the swings with new ones. The clerk was asked to obtain some quotes and bring back to the next meeting.

9.2 It has been reported on several occasions that vehicles are parking on grass verges preventing the councils grass cutting contractor from being able to cut the grass verges. The council are looking to install bollards where there is a continuous problem.

9.3 The council had received a report that a resident had extended their boundary onto Greg’s Meadow. Councillor Field reported back to the council that a brick path had been laid from the residents back gate onto the meadow. The clerk was asked to send a letter to the address and request that the path is removed and any alterations put back to the property boundary.

9.4 The council discussed plans for Maisie’s Meadow, it was suggested by the architect who designed the plan for the meadow to install a car park, Councillor Vincent pointed out the car park had been placed where there is a Suds system and therefore this would not be possible. It was suggested to install an extra car park on the village hall playing field instead.

10. HIGHWAY MATTERS

Councillor Vincent reported that the Sydney and Elvina road name plates were covered by overgrown hedges and needed cutting back .

11. TO AGREE DATE OF THE NEXT MEETING.

The next Parish council meeting will be held on the 3rd September 2024.

There being no further business the Chairman closed the meeting at 8.44pm