

**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH  
COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7.30pm  
ON TUESDAY 5<sup>th</sup> NOVEMBER 2024**

**PRESENT**

PARISH

COUNCILLORS: Mr M Knight (Chairman)  
Mr P Rowe  
Mr P Daly  
Mr J Hancock  
Mr S Vincent  
Mr J Beiley

PARISH

CLERK: Mrs C. Lake

COUNTY

COUNCILLOR Mr D Roper

DISTRICT

COUNCILLOR Ms S Holland

**Reports and Parishioner's Question Time**

**Norfolk County Council (NCC)**

County Councillor Dan Roper talked about the media coverage surrounding the Crostwick Lane/B1150 Junction due to an inaccurate story that was put online in the EDP recently.

Councillor Roper confirmed that there is funding for design work for a signalised junction which was agreed with NCC Highways back in February 2024. It is to be completed in this financial year (£50,000 worth). This funding is to make the junction "bid ready" seeking external funding. The reason this was not done as part of the Feasibility Study is that the initial work was looking at all options.

The Feasibility Study ended up costing £20,000 originally it was meant to cost £2,000 and it took negotiation to get it completed for a lot more than what was originally quoted.

Norfolk County Council's Annual Budget Consultation is now open. The consultation runs from 1 November to 16 December 2024.

The County Council are asking for views on their proposal to increase council tax, along with other 2025-26 budget savings proposals, including turning of 2% of streetlights and cutting funding on housing and homelessness support.

The new recycling centre changes are due to go live on the 18<sup>th</sup> of November. Trade waste will now be priced by the size of vehicle.

Park and Ride changes, first buses are now running from Norwich Airport. Sprowston will no longer run as a park and ride.

Following on from discussions regarding installing a crossing from Maisie's Meadow to the Village Hall, Councillor Roper has advised the Parish Council to contact NCC Highways to see if a crossing would be feasible.

Park Road patching works, Councillor Roper was advised by Highways that patching work would be carried out on Park Road towards the end of November. The delay in these works is down to the current telecommunication works being carried out in Spixworth, these contractors are given a blanket licence by central government to carry out work as and when they need to which Norfolk County Council have no control over.

Councillor Daly asked the Village Gateway sign would be installed on Church Lane; Councillor Roper will chase this up with Highways.

**Broadland District Council (BDC)**

District Councillor Sue Holland reported that there is a new series of charges for fly-tipping with the maximum fine up to £1000.

The BDC awards are now open retailer and pub of the year, nominations must be received by 13<sup>th</sup> December 2024.

Councillor Holland has passed on the parish clerk enquiry regarding the light columns on St Mary's Court that sit adjacent to the allotments. Following a site visit by the Parish Council contractor it was understood that the light columns had not been installed properly by the developer and therefore would be a breach in planning conditions.

BDC is a register provider for housing and has purchased a number of properties to keep the cost down for people who are homeless.

**AGENDA**

**1. TO ACCEPT APOLOGIES FOR ABSENCE**

Written apologies were received from Councillor S Cullington, and verbal apologies were received from Councillor M Field and Councillor K Harkin-Perry.

**2. DECLARATIONS OF INTEREST**

None.

**3. HIGHWAY MATTERS**

3.1 The clerk advised the council that the SAM2 camera and not been erected in Spixworth since Councillor Barrell stepped down. Councillor Rowe, Councillor Knight and Councillor Vincent offered to help with setting the camera up. The clerk was asked to charge the battery prior to collection.

3.2 The council agreed to bid for no parking posts to be placed at the top end of Crostwick Lane on the grass verge adjacent to Maisie's Meadow as part of the 2025/26 Parish Partnership Bid.

**4. CO-OPTION OF PARISH COUNCILLORS**

No applications were received.

**5. MINUTES OF PREVIOUS MEETING**

The Minutes of the Annual Council Meeting held on the 8<sup>th</sup> of October were agreed and signed off by the Chairman as a true record.

**6. TO RECEIVE MONTHLY ACTION PLAN UPDATE.**

The council agreed for the Jubilee bench to be transferred over to Maisie's Meadow and for the local handy person to move the far end dog and litter bins over to the main entrance gate on 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 5<sup>th</sup> November were agreed.

7.2 The Bank Reconciliation as of the 29<sup>th</sup> of October 2024 was agreed.

7.3 The clerk circulated the external audit report and AGAR for 2023/24 the external auditor reported that the AGAR is in accordance with proper practices and no other matters have come to their attention giving cause for concern.

7.4 The clerk circulated a hard copy of the draft budget for 2025/26. It was agreed to remove section 106 and CIL income from the budget sheet and show separately as reserves.

Councillor Vincent advised that the council should not increase its grants budget. The chairman requested that the budget is brought back to the December meeting.

**OCTOBER PAYMENTS AND RECEIPTS**

10/10/2024	Receipt - Allotment Rent	R Day	51.00
15/10/2024	Receipt - Allotment Rent	K Ives	51.00
15/10/2024	Payment - Web Hosting	IONOS 1 &1	-31.56
16/10/2024	Payment - Various Repair work for Spixworth Parish Council	Eggett Steam Cleaning	-220.00
18/10/2024	Receipt - Allotment Rent	E Wade	51.00
21/10/2024	Receipt - Allotment Rent	R Smith	51.00
21/10/2024	Payment - Pension Contribution October 2024	Norfolk Pension Fund	-957.42
23/10/2024	Receipt - Allotment Rent	Z Gale	51.00
23/10/2024	Payment - Parish Clerk Wages October 2024	Mrs C Lake	-1,789.05
23/10/2024	Payment - Administration Officer Wages October 2024	Mrs M Orford	-1,047.86
24/10/2024	Payment - Printer Maintenance and Support 30/4/24-29/5/24	Mayday	-58.77
25/10/2024	Receipt - CIL Payment - 42 Park Road Spixworth	Broadland District Council	30,934.99
28/10/2024	Payment - Parish Council Office Electric	ENGIE	-48.52
29/10/2024	Receipt - Allotment Rent	MT Collard	51.00

**OUTSTANDING PAYMENT LIST AGREED AT THE NOVEMBER MEETING.**

<b>PAYMENT TO MADE ON</b>	<b>PAYEE NAME</b>	<b>PAYMENT DETAILS</b>	<b>AMOUNT £</b>
6/11/2024	Spixworth Village Hall	Allotment Water Usage 22/8/24-23/10/24	12.47
6/11/2024	SSE Energy Solutions (DD)	Street light Energy 1/9/24-30/9/24	1645.44
6/11/2024	Spixworth Village Hall	Allotment Water Usage 24/7/24-21/8/24	28.50
6/11/2024	PKF	External Audit 2023-24	1638.00
6/11/2024	Cozens	Street light Maintenance Sep 2024	102.00
6/11/2024	Garden Guardian	September Grass Cutting	904.02
6/11/2024	Mayday	Printer Maintenance Support 30/9/24-29/10/24	48.24
6/11/2024	HMRC	October Tax Payment	664.57
6/11/2024	Mower Signs	Christmas Tree Sign	22.00
6/11/2024	Ionos	Adjusted bill web hosting	4.56
6/11/2024	BNP Paribas	Printer Lease	136.15

**8.PLANNING MATTERS**

None

**9.AMENITY MATTERS**

9.1 The clerk had received information that one of the memorial benches located on Crostwick Lane outside the shops was covered in ivy and had deteriorated. The council asked the clerk to find out who owns the bench so that the council could look to replace it.

9.2 The clerk had received a complaint from a resident regarding vehicles driving and parking along the footpath between Chestnut Avenue and Cedar Avenue. It was agreed to contact NCC Highways and ask to have some bollards placed at the entrance of the footpath.

**10.TO AGREE DATE OF THE NEXT MEETING.**

The next Parish council meeting will be held on the 3<sup>rd</sup> of December 2024