

**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH
COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7.30pm
ON TUESDAY 6th FEBRUARY 2024**

PRESENT

PARISH

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

PARISH

CLERK: Mrs C. Lake

Reports and Parishioner's Question Time

Norfolk County Council (NCC)

Broadland District Council (BDC).

AGENDA

1. TO ACCEPT APOLOGIES FOR ABSENCE

Written apologies were received from Councillor S Vincent, Councillor S Holland, and Councillor M Knight. Verbal apologies were received from Councillor K Harkin-Perry and accepted by the Council.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. CO-OPTION OF PARISH COUNCILLORS

No applications were received.

4. MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council Meeting held on the 9th of January 2024 were agreed, proposed by Councillor Field, seconded by Councillor Hancock, and were signed off by the Chairman as a true record.

5. MATTERS ARISING.

Councillor Rowe asked if the clerk had found out information on the interest rate for the Broadland District Council Deposit account. The clerk explained that she receives this information at year end.

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A second complaint letter was sent to HAGS on the 31st of January 2024 regarding the council's dissatisfaction of how their original complaint had been handled. At the time of the meeting the clerk had not received a response from HAGS.

Councillor Cullington requesting information on the football pitch location which had been marked out on Maisie's Meadow. It was agreed at the November meeting that due to the expansion of Spixworth Youth Football Club the Council agreed temporary use of the amenity land until a decision had been made for long term use of the land. The club manager had changed the direction of the pitch following on from complaints received by some Trafford Way residents of noise from the football matches.

6. TO RECEIVE MONTHLY ACTION PLAN UPDATE.

Councillor Cullington offered to help install the new litter and dog bins on Maisie's Meadow.

The clerk was asked to send an updated litter bin list for Spixworth to Councillor Rowe to check there was enough in the village.

7. FINANCE

7.1 Balances were noted. The following payments were authorised in accordance with the budget as per the tabled scheduled 6th February 2024 were agreed.

7.2 The Bank Reconciliation as of the 31st of January 2024 balanced and was agreed by Councillor Field and seconded by Councillor Rowe.

7.3 The clerk had been looking at suitable signage for Greg's and Maisie's Meadow and Spixworth Allotments. Councillor Field advised that he would get some templates drawn up for the council to consider and to bring back to the next meeting.

7.4 The clerk provided quotes for annual ground maintenance for Maisies Meadow covering the 2024-25 season. The council asked the clerk to check that Norse will clear and take away all hedge and grass clippings as part of their quote.

JANUARY PAYMENTS

11/01/2024	IONOS 1 &1	Web Hosting	12.00
15/01/2024	STAMPS DIRECT LTD	Parish Council Invoice Stamp	25.82
16/01/2024	IONOS 1 &1	Partial Credit (switch package) discounted basic fee	1.94
17/01/2024	HMRC	HMRC Tax Payment Dec 2023 (duplicate payment paid in error)	851.12
17/01/2024	Viking	PC Office Stationary	45.72
22/01/2024	Sitebox	2 x Litter Bins for Maisie's Meadow Amenity Land	398.28

22/01/2024	The Sign Shed	No dog signs for Greg's Meadow Picnic Enclosure	14.67
23/01/2024	Mrs M Orford	Admin Officer Wages Jan 2024	1,046.50
23/01/2024	Mrs C Lake	Parish Clerk Wages Jan 2024	1,527.75
24/01/2024	ENGIE	Parish Council Office Electric	78.51
31/01/2024	Mr C Chaney	Village Keeper Jan 2024 Wages	83.40
31/01/2024	HMRC	HMRC Tax Payment Jan 2024	450.54

JANUARY RECEIPTS

16/01/2024	Admin Officer Wages Sep 2023	820.79
16/01/2024	Admin Officer wages October 2023	820.79
16/01/2024	Admin Officer Wages Nov 2023	890.16

OUTSTANDING PAYMENT LIST AGREED AT DECEMBER MEETING.

PAYMENT MADE ON	PAYEE NAME	PAYMENT DETAILS	AMOUNT £
07/2/2024	Steve Cullington	Fence Repair works on Allotment no 7	54.00
07/2/2024	BNP Paribas	Feb-May 2024 Printer Lease	136.15
07/2/2024	Norfolk Pension Fund	January 2024 Pension Contribution	867.46
07/2/2024	Glasdon	2 x Dog Waste Bins for Maisie Meadow (agreed at Jan Meeting)	575.26
07/2/2024	SLCC	Parish Clerk Membership Fee	188.00
23/2/2024	Staff Salaries	February Wages	2,900

8.PLANNING MATTERS

Ref: 2024/0197

Location: 5 Christine Road, Spixworth

Proposal: Single Storey rear extension.

Comments. Councillor Rowe looked through the application and reported back to the council. The Council had no further comments to make.

Ref: 2024/0248

Location: 85 Park Road, Spixworth (application received after agenda had been advertised)

Proposal: Detached garage to front.

Comments: The council objected to the application on the basis that it was not in keeping with the street scene, it was suggested that the garage was moved closer to the property.

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Ref: FUL/2022/0018 FUL/2020/0079 FUL/2020/0080 (NCC)

Location: Quaker Lane/Spixworth Quarry, Church Lane.

Proposal: Change of use of land at former Quaker Lane and access to quarry.

Comments: The council asked Councillor Rowe to look into application and create bullet points to be forwarded on to the clerk to send for comment.

9. AMENITY MATTERS

9.1 A parishioner had requested that the parish council provide more lighting columns at the Jenny Road entrance on Gregs Meadow. The council felt that there was already sufficient lighting.

9.2 A parishioner reported a slight subsidence in the grass located in front of the electric substation on Greg's Meadow. The council agreed to keep an eye on the area and would look to take action if the subsidence worsens.

Councillor Hancock informed the council that he had witnessed older children damaging the trees located near to the Jenny Road entrance and would send photos of the damage to the clerk.

9.3 Residents had asked for permission to plant a memorial tree on Maisie's Meadow. The council did not have any objections and asked the clerk to seek advice from Norfolk County Council officer for Natural Norfolk on size and where the tree would be best placed.

9.4 The clerk confirmed that the council had received the clean up and bloom grant for Spixworth. The council discussed the options of having hanging baskets on some of the lampposts and planting bulbs in front of the village gateway signs. Councillor Field advised that he would map out an area of where the flowers could be located and to bring back to the next meeting for further discussion on costs.

10. HIGHWAY MATTERS

It was reported that there was an illuminated sign hanging out of its case on Crostwick Lane towards Lillian Road. Clerk to report to Highways.

The council asked the clerk to report the flashing streetlight on Crostwick Lane near to Maisie's Meadow.

Councillor Rowe reported that there was a broken road sign near the entrance to the woods on Buxton Road.

11. EXCHANGE OF INFORMATION.

Nothing to report.

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13. TO AGREE DATE OF THE NEXT MEETING.

The next Parish council meeting will be held on the 5th of March 2024

There being no further business the Chairman closed the meeting at 9.14pm