

**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> DECEMBER 2023**

**PRESENT**

PARISH

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

PARISH

CLERK: Mrs C. Lake

COUNTY

COUNCILLOR: Mr D Roper

**Reports and Parishioner's Question Time**

**Norfolk County Council (NCC)** Councillor Roper reported that the Mayton Wood recycling centre has now closed.

Things are moving forward with the Norwich Western Link project. The next steps for the project include seeking approval for the increased project budget from a meeting of full council on Tuesday 30 January 2024. Department for Transport (DfT) have already committed £213 million towards the project. It is hoped that central government can contribute more towards this.

County deal for Norfolk vote taking place on the 12<sup>th</sup> of December which will provide extra power for local government and hopefully more money.

The Mayor of Norfolk election will not take place until 2025.

Councillor Roper spoke with Highway Engineer Richard Pearson and discussed the proposed speed limit roundels on Buxton Road NDR bridge. The Engineer suggested to place 'go slow' markings instead.

Councillor Knight asked if there was any further update on funding for the Crostwick Lane/B1150 junction. Councillor Roper reported that Councillor Holland is looking at the Greater Norwich Growth Board for funding and will be speaking

with MP Jerome Mayhew again to try and escalate the work needed on the junction.

**Broadland District Council (BDC).** Councillor Roper reported that to date that BDC help hub helped 3.5 thousand people last year. There are reserves there to help anyone needing support.

**Norfolk Police.** PC Matthew Hill, local beat manager for Spixworth attended the meeting to introduce himself and talk about the priority meetings that the police hold every 3 months. He welcomed anyone who would like to attend the meetings that cover police updates for the local area and an opportunity to answer any questions or concerns parishioners may have.

Councillor Field asked if there was a dangerous dog act, he is concerned about a large dog in Spixworth that appears to be quite aggressive. PC Hill advised that there are quite a few legal hoops you need to jump through to report a dog as dangerous.

Councillor Knight confirmed that the parish council have managed to source a Christmas Tree for Spixworth this year with the help of Cozens Street lighting Property Ladder and the landlord of the shopping area.

## **AGENDA**

### **1. TO ACCEPT APOLOGIES FOR ABSENCE**

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

### **2. DECLARATIONS OF INTEREST**

None

### **3. CO-OPTION OF PARISH COUNCILLORS**

None

### **4. MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council Meeting held on the 7<sup>th</sup> of November 2023 were agreed, proposed by Councillor Knight, seconded by councillor Rowe, and signed off by the Chairman as a true record.

### **5. TO RECEIVE MONTHLY ACTION PLAN UPDATE.**

The clerk circulated an updated report to the council.

Councillor Field confirmed that the oak tree has now been planted on open green space on Chestnut Avenue.

### **6. FINANCE**

6.1 Balances were noted. The following payments were authorised in accordance with the budget as per the tabled scheduled 5<sup>th</sup> December 2023 were agreed.

6.2 The Bank Reconciliation as of the 29<sup>th</sup> of November 2023 balanced and was agreed.

6.3 The clerk provided hard copies of the final draft budget for 2024/25. Councillor Knight proposed that the council adopt the budget, Councillor Field seconded all were in favour.

6.4 The council agreed for the clerk to purchase two dog bins and two litter bins for the amenity land located on Crostwick Lane.

6.5 The council agreed to the internal auditor fee of £125 for the 2023-24 Parish Council audit.

**PAYMENTS NOVEMBER 2023**

13/11/2023	Parish Council Office 2024 Wall Planner	Amazon	9.48
13/11/2023	Norfolk Pension Fund (Remainder amount) October 2023	Norfolk Pension Fund	10.30
20/11/2023	Telephone and Broadband	BT	305.88
23/11/2023	Administration Officer Wages Nov 2023	Mrs M Orford	1,556.01
23/11/2023	Parish Clerk Wages November 2023	Mrs C Lake	1,971.99
24/11/2023	Parish Council Office Electric	ENGIE	63.15
29/11/2023	Parish Council Office Filing Cabinet Keys x 2	Replacement Keys	9.05

**OUTSTANDING PAYMENT LIST AGREED AT DECEMBER MEETING.**

PAYMENT TO MADE ON	PAYEE NAME	PAYMENT DETAILS	AMOUNT £
6/12/2023	Norfolk Pension Fund	November Contribution	1,263
6/12/2023	HMRC	November Tax Payment	1026.23
6/12/2023	Glasdon	3 x Grit Bins	646.99
6/12/2023	Lloyd Southon	Amenity Land Hedge one off cut	1,200
6/12/2023	NPTS	Whole Councillor Training	370
6/12/2023	Spixworth Village Hall	October PC Meeting Room Hire	16.00
6/12/2023	Cozens	October Streetlight Maintenance	102.00
21/12/2023	C Lake	Parish Clerk December Wages	1,400 (est)
21/12/2023	M Orford	Admin Officer December Wages	1,055
29/12/2023	C Chaney	Village Keeper December Wages	334.00

**7.POLICIES**

7.1 The clerk circulated the grant award policy and application, chairman was happy with the conditions of the policy, all were in favour.

7.2 The clerk circulated the lone working policy.  
Both policies were approved all were in favour to adopt.

**8.PLANNING MATTERS**

**Ref:** 2023/3393

**Location:** 10 Orchard Road, Spixworth

**Proposal:** Conversion and extension of garage into annex and parking area.

**Comments.** No objection.

**Ref:** 2023/0085 (amended plans)

**Location:** 42 Park Road, Spixworth

**Proposal:** six no residential dwellings

**Comments:** Parish Council objected to application due to limited parking and not complying with Neighbourhood Plan Policy.

**9. AMENITY MATTERS**

The clerk circulated a report from the Environmental Co-ordinator for Broadland District Council regarding a mini forest project for the amenity land. A small area of the amenity land will be planted with a selection of trees. This will be monitored for a period of time by the co-ordinators. Once the protective fence has been taken down it will be down to the Parish Council to manage.

The council discussed an official name for the land. It was suggested to name it 'Maisie's Meadow' In memory of a young lady from Spixworth who sadly lost her battle with a brain tumour.

**10. HIGHWAY MATTERS.** None

**11. TO DISCUSS PROPOSED EVENTS PLAN**

Councillor Harkin-Perry produced a list of fundraising events for Spixworth. In his absence the chairman requested that the item is moved to the January meeting for further discussion.

**12. EXCHANGE OF INFORMATION**

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

The next Parish council meeting will be held on the 9<sup>th</sup> of January 2024

There being no further business the Chairman closed the meeting at 9.06pm