



Sculthorpe Parish Council

Meeting Minutes

Wednesday 5 July 2023 at 7pm, Village Hall

Parish Councillors present: Brian Watkin (Chairman), Penny Ramm, Gillian White, Roger London and Ken Dawson. Also in attendance: Jodie Bond (Parish Clerk) and Tom FitzPatrick (District Councillor). There were no members of the public present.

1. Welcome and to receive apologies for absence

The Chairman welcomed those present.

Apologies received from Simon Read. Apologies accepted.

2. Receive declarations of interest and requests for dispensations by Councillors

There were none.

3. Minutes of meeting held on 10 May 2023 to be approved

The minutes were approved without amendment and signed by the Chairman as a correct record.

4. To report progress on items not on the agenda from the last meeting

There were none.

5. Receive reports from NCC Cllr & NNDC Cllr, if attending

Tom FitzPatrick (District Councillor)

Cllr Watkin congratulated Cllr Fitzpatrick on his re-election.

Cllr FitzPatrick reported on matters to include the Armed Forces Covenant Pledge and discussions with local MP's around second homes and holiday homes.

6. Open forum for Public Participation: an opportunity to hear from members of the public

There were none.

7. To receive updates from council members (for information only)

7.1 Speed Watch report

Cllr London reported that the next two visits will be during the evening time while it is light. The team has reported a driver who was rude and a flatbed vehicle whose tyres were overhanging the wheel arches. No speeding vehicles were captured.

7.2 Village Hall Committee report

Cllr Ramm reported that the committee have carried out a stock check which has revealed that many of the small and middle size plates seems to be missing. The hall should be able to cater for 120 people but a recent booking of 80 people barely had enough plates. Cllr Watkin will include a note in the Messenger reminding people to return plates they may have borrowed from the hall. Clerk suggested putting a similar note on the kitchen cupboard doors.

8. Open Spaces

Part of the play area equipment had broken which was brought to our attention by a member of the public. Due to the nature of this damage the Council AGREED to request a local contractor to carry out emergency repairs for the agreed cost of £395. These repairs have now been carried out. Thanks are given to Soulcraft for being so accommodating. Clerk to obtain copy of their public liability insurance certificate.

Cllr White recently attended a meeting at Fakenham Town Council regarding unauthorised encampment and is now on the list to receive notifications from the local police if and when travellers are expected to come into the area.

- 8.1 To discuss and report any highways issues that may have arisen
Clerk has listed highways issues for the Rangers visit. In addition to these Cllr White reported that the bollard at Crockley Pitt, the grit bin on Creake Road and Speed limit sign on Creake Road have all been knocked down or damaged by the verge grass cutter. Clerk to report these items separately to Highways.
- 8.2 Blacketts pond area update, if available
We have been successfully awarded £3728. This is in addition to the £1633.92 received towards the benches last year. Thanks given to the North Norfolk Sustainable Communities Fund Team. Clerk to contact the contractor to arrange a start date of the conservation work.
- 8.3 To receive update on the SAM2
The Parish Council has been successfully awarded the 50% price matched grant funding from NCC. Thanks, noted. The SAM2 has been ordered and will be delivered next week.
- 8.4 Discuss new gateway opening onto A148
Agreed to defer this item until the next meeting.
- 8.5 Discuss and agree schools use of playing field for sports day
A request had been received from the local school to hold their sports day on the playing field on 14th July. Following discussion, it was agreed that the school may use the playing field subject to the school's acknowledgement and acceptance of a liability waiver from the Parish Council.

9. Planning Matters

- 9.1 To receive results of applications
PF/22/0329 | The Old Rectory, Creake Road, Sculthorpe
Demolition of hay barn and erection of building for use as art gallery with self-contained serviced artist accommodation/holiday let.
PC comment – NEUTRAL | NNDC decision – PENDING
RV/22/1272 | Bramble Oaks, Fakenham Road, Sculthorpe
Removal of condition 3 (limiting occupation of the dwelling solely limited to a person or persons who meet with the definition of gypsies and travellers or the description of travelling show people in Circular 01/2006) of planning permission PF/11/0687 (conversion and extension of workshop/store to residential dwelling & office and erection of workshop).
PC comment – NEUTRAL | NNDC decision – PENDING

PF/22/2425 | 11 - 15 The Street, Sculthorpe, Fakenham, Norfolk, NR21 9QD

Change of use of adjoining com. bldg with extensions & external alterations to provide 2 storey extension

PC comment – NEUTRAL | NNDC decision - PENDING

PF/22/2443 | 63 Moor Lane, Sculthorpe, Fakenham, Norfolk, NR21 9PX

Dormers to north and south elevations and window to west elevation to facilitate conversion of loft to habitable space; porch to side

PC comment – OBJECT | NNDC decision - REFUSED

PF/23/0077 | Falgate House, Fakenham Road, Sculthorpe, NR21 9NE

Two storey front and single storey side and rear extensions

PC comment – NEUTRAL | DC decision - APPROVED

9.2 To receive and consider new applications

PF/23/1178 | Dels Nursery, Barsham Road,

Creation of vehicular access to highway for delivery vehicles.

PC comment – SUPPORT subject to maintaining the car parking bays as shown on the plans (approx. 30 bays) to prevent potentially dangerous incidents occurring with vehicles having to park on the road side. At present only approx. 6 bays are available to park in.

ADV/22/2705 | APPEAL - Land Off A148 Creake Rd, (Opp Shell Garage),

Installation of 1No. static non-illuminated advertisement

PC comment – no comment.

10. Receive and consider Correspondence

Following verbal concerns from some parishioners regarding an application made by the new occupants of the old Thurlow Nunn site, councillor Watkin pointed out that under the appropriate planning regulations the Caravan and Mobile Home Association under the auspices of the Caravan Club have authority to grant, without any further planning permissions, the rights of the landowner or tenant to allow a maximum of 5 units on their land. Parishioners who are directly affected by the application have been invited to comment should they so wish. The Parish Council does not have authority to comment. This information was confirmed by Councillor Tom FitzPatrick. No such authority had, at the time of the council meeting, been given, and no units were using the site nor had the field been made suitable for such use.

11. Financial Matters

11.1 Decision on allocation of SVAG funds

Cllr Watkin is the treasurer of SVAG, however since SVAG is now dormant Cllr Watkin proposed to donate the remaining funds in the account to the Hall Committee to be earmarked for a new roof. All agreed. Cllr Watkin will progress this with the bank and transfer the funds once consent has been received from the other SVAG committee members if it is possible to do so. Thanks, given.

11.2 Consider and agree whether NALC membership would be beneficial.

The cost of the annual NALC membership is £109.95. Following discussion, it was agreed that membership would be beneficial to the Parish Council and agreed to re-subscribe. Clerk to action.

11.3 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and payments list below

Payments

Clerk	Salary (Jun-Jul)	£404.25
Hempton PC	Clerk Expenses	£19.07
CGM Ltd	Grass Cutting	£434.40
Soulcraft	Play Area Repairs	£395.00
Westcotec	SAM2	£3,939.60
NGF Play	Play Area Repairs	£195.23
NPTS	Internal Audit	£30.00
NALC	Annual Subscription	£109.95

Receipts

NNDC	Duck Pond Grant	£3728.00
Barclays	Interest on reserves	£28.30

12. To review and approve the Standing Orders, FOI Policy and Lone Workers Policy

Following review, the Council RESOLVED to approve the Standing Orders, Freedom of Information Policy and Lone Workers policy presented by the Clerk.

13. Receive items for next agenda and note the date of the next meeting

Items for inclusion:- Consider request for a dog bin on Fakenham Road.

The next meeting will be held on Wednesday 6 September 2023. The Chairman closed the meeting at 8.15pm.

Signed by Chairman: Date: