

**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH  
COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7:30 pm  
ON TUESDAY 7<sup>th</sup> MARCH 2023**

**PRESENT**

PARISH

COUNCILLORS: Mr P Rowe (Chairman)  
Mr M Knight (Vice Chairman)  
Mr V Barrell  
Mr K Harkin-Perry  
Mr P Daly  
Mr M Field  
Mr S Cullington  
Mr S Holland

COUNTY

COUNCILLOR Mr D Roper

PARISH

CLERK: Mrs C. Lake

**Reports and Parishioner's Question Time**

**Norfolk County Council (NCC)**

**Broadland District Council (BDC)** District Councillor Sue Holland advised that there was not much to report this month as the council is getting ready for the forthcoming elections. Council tax has been frozen for another year. Government are giving less money to councils. There will be a direct leader of the County Council, consultation taking place if members want to make comment.

The council discussed the issue with buses in Spixworth, the clerk has received several complaints from residents mainly concerning the number 13, 13D and 13C Councillor Holland is going to arrange a meeting with First buses to discuss this problems and get the services improved.

Councillor Rowe commented on the closure of the Mayton Wood recycling centre. Norfolk County Council will make savings but it mean that any ongoing fly tipping will be picked up by Broadland District Council.

Councillor Holland advised that Councillor Roper should have a report at the end of March concerning the North Walsham Road/Croswick Lane Feasibility study.

## **AGENDA**

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

Written apologies for absence were received and accepted by the Council from Mr S Vincent.

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

None

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

No applications received.

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

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

### **5. MATTERS ARISING (NOT COVERED BY AGENDA)**

Item 10.2 7/2/23 Councillor Field and Councillor Daly had carried out a count and location of all the dog and waste bins in Spixworth. Councillor Field reported that one of the open yellow bins located in the Greg's Meadow picnic enclosure had been moved and dog waste was being placed in the bin. The council asked if the bins can be emptied more frequently in the summer months. The clerk reported that a parishioner had reported that there were no bins after the Arthurton Road junction until you reach Old Catton Lavare Park. Bring matter back to next meeting.

### **6. FINANCE**

6.1 Balances were noted. The following payments were authorised in accordance with the budget as per the tabled schedule 7<sup>th</sup> of March 2023 were agreed by Councillor Holland and seconded by Councillor Knight.

Councillor Holland asked if the clerk could provide a breakdown of what reserves the council has in CIL and Section 106 monies.

6.2 Bank Reconciliation up to the 28<sup>th</sup> of February 2023 was noted and signed by the Chairman. Payments were approved by the council.

6.3 The clerk confirmed that the internal auditor fee for 2022/23 was £110. This was agreed by the council.

**APPROVED PAYMENTS FOR FEBRUARY 2023**

|            |                  |                                       |          |
|------------|------------------|---------------------------------------|----------|
| 13/02/2023 | IONOS 1 &1       | Web Hosting                           | 12.00    |
| 17/02/2023 | N Power          | Street Light Energy Jan 2023          | 1,459.40 |
| 20/02/2023 | BT               | Telephone and Broadband               | 263.64   |
| 23/02/2023 | ENGIE            | Parish Council Office Electric        | 75.32    |
| 23/02/2023 | Mrs C Lake       | Parish Clerk Wages February 2023      | 1,435.72 |
| 23/02/2023 | Mrs M Orford     | Administration Officer Wages Feb 2023 | 889.82   |
| 24/02/2023 | Microsoft Office | Microsoft 365 Annual Subscription Fee | 79.99    |
| 28/02/2023 | Mr C Chaney      | Village Keeper Wages Feb 2023         | 304.00   |

**Outstanding February 2023 Payments to be agreed at the March 2023 meeting.**

| <b>PAYMENT TO MADE ON</b> | <b>PAYEE NAME</b>       | <b>PAYMENT DETAILS</b>                                       | <b>AMOUNT £</b> |
|---------------------------|-------------------------|--------------------------------------------------------------|-----------------|
| 8/3/2023                  | Ibertech Solutions      | Computer and Laptop Security software protection             | 24.00           |
| 8/3/2023                  | Spixworth Village Hall  | February meeting room hire                                   | 16.00           |
| 8/3/2023                  | Cozens                  | Instillation of 7 LED lanterns for Trafford Way Streetlights | 2,730           |
| 8/3/2023                  | Cozens                  | Monthly Maintenance charge for January 2023                  | 102.00          |
| 8/3/2023                  | Mayday                  | Printer Maintenance support Feb-March                        | 57.47           |
| 8/3/2023                  | Lloyd Southon Tree Care | Work carried out on trees on Park Road                       | 720.00          |
| 8/3/2023                  | HMRC                    | Feb tax payment                                              | 431.32          |
| 8/3/2023                  | Norfolk Pension Fund    | Feb Pension contribution                                     | 791.25          |
| 23/3/2023                 | Mrs M Orford            | Feb 2023 Wages (Part Paid by VH)                             | 888.00          |
| 23/3/2023                 | Mrs C Lake              | Feb 2023 Wages                                               | 1,500           |
| 31/3/2023                 | Mr C Chaney             | Feb 2023 Wages                                               | 300.00          |

**7.PLANNING MATTERS****Ref:** 20230085**Location:** 42 Park Road, Spixworth**Proposal:** 7 no separate residential dwellings across and existing site previously approved for residential development.**Comments:** Councillor Holland had previously called this in. It was understood that sufficient parking had now been provided. Councillor Holland to check with planning officer as this was not clear on the plans.

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Chairman 4<sup>th</sup> April 2023

**8. CORRESPONDENCE**

8.1 List of correspondence circulated to the council. Councillor Holland is going to speak with an officer at Broadland about Spixworth involvement in the Ordinary water course review and flood awareness/preparedness project. It isn't clear what the Parish Council involvement needs to be.

**9. HIGHWAY MATTERS**

Councillor Barrell asked when Cadent would be putting the barriers back on the footpath on Crostwick Lane (Buxton Road end). The clerk confirmed that Cadent would be putting the barriers back once they had completed the works.

**10. AMENITY MATTERS**

10.1 The clerk provided updated quotes from HAGS for the play area and tennis court upgrade. Due to the value of a contract exceeding £138,893, the council as per their standing orders must go out to the public tender. The clerk was asked to create an invite to tender on the government website.

10.2 The council's solicitor sent a draft TP1 document for the transfer of the amenity land on Crostwick Lane on the 6<sup>th</sup> of December 2022. The council confirmed they were happy with the TP1 and to proceed with the transfer. As of the 7<sup>th</sup> March 2022 there has still been no response from Hopkins Homes solicitor.

**11. ALLOTMENT UPDATE**

11.1 The council discussed the TP1 document that was sent through via the council's solicitor. There was a query relating to who would be responsible for the maintenance of the path and what section of the path the council would have to maintain.

11.2 The council agreed to an allotment fee of £50 per year which would include water usage.

**12. PARISH COUNCIL OPEN MORNING DATE.**

The Parish Council agreed to hold the next open morning on Saturday 10<sup>th</sup> June 2023.

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

There being no further business the Chairman closed the meeting at 9.10pm