

Langley with Hardley Parish Council

Minutes No: 2023/1

Minutes of Parish Council Meeting held on Tuesday 16 May 2023 at 7.30pm in Langley with Hardley Village Hall

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|---------------------------------------|----------------------------------------------------------------------------------------------|
| Parish Councillors (6) present | Nigel Sullivan (Chair), Michael Caston, Tibby Bunn, Rob Baldwin, Stuart Adcock, Garry Moore. |
| County Councillor | None. |
| District Councillors | None. |
| Also in attendance | Emma Webster (Clerk). |
| Members of the public | Four. |

1. To elect the Chairman and sign declaration of acceptance of office.

Nigel Sullivan was proposed and seconded and subsequently elected as Chairman. Declaration of acceptance of office was signed.

2. To elect the Vice-Chairman and sign declaration of acceptance of office.

Michael Caston was proposed and seconded and subsequently elected as Vice-Chairman. Declaration of acceptance of office was signed.

All present signed the declaration of acceptance of office, which was countersigned by the Clerk.

3. To receive apologies for absence.

Valid apologies received from John Wheeler.

4. To receive any declarations of interest from Members & consider requests for dispensation

Members are invited to declare Disclosable interests and other interests in items on the agenda as required by the Langley with Hardley Parish Council Code of Conduct for Members and by the Localism Act 2011.

None.

5. To consider any declarations of office that have not been received and decide whether to grant an extension or declare the seat vacant.

IT WAS RESOLVED that John Wheeler has an extension to sign the declaration of office until the beginning of the next meeting.

6. To consider the process for co-option of councillors for the vacancies arising from the election process (if any).

None.

7. To consider bank signatories and agree on a course of action.

There was discussion around the need to have bank payments authorised online in a timely manner. Cllrs Sullivan and Caston and the Clerk all agreed to continue to be bank signatories and Cllr Moore agreed to be added as a signatory. **IT WAS RESOLVED** to add Cllr Moore as a bank signatory. Clerk to arrange.

8. To agree the appointment to outside bodies.

None. However, the topic of an up to date Parish Council action plan was raised by Cllr Baldwin – this will be discussed further at the meeting on 4 July 2023.

9. To approve the minutes of the Parish Council meeting held on 12 July 2022.

The Chairman advised the Council that this item should read 'Approval of the Parish Council minutes 7 March 2023'. On that basis a member of the public raised the following issues with the minutes;

On item 7 Hardly should read 'Hardley' – agreed.

On item 8 Queried that the work had actually been done – The minutes are an accurate reflection of what was said at the meeting, no change.

On item 9 horse track should read Green Lane – Horse track will be replaced with 'Fish's Lane'

On item 13 Tibby should read 'Cllr Bunn', for consistency – agreed

On item 17 contact should be in capitals – agreed

IT WAS RESOLVED to instruct the Clerk to action the changes as agreed above.

On item 19 has the £250 fee for the Clerk to attend CiLCA training been authorised by Council – Yes, it forms part of the Clerk's employment contract to work towards becoming a qualified Clerk.

On item 22 – What happened to cheque 101049? – It has not yet been used.

10. To determine the dates of Council meetings for the next 12 months.

IT WAS RESOLVED to hold Council meetings on June 6, July 4, September 5, November 7, 2024: January 2, March 5 and May 7. Council agreed that the meeting on June 6 should be for the sign off of the AGAR Forms and financial considerations only.

11. Adjournment for Public Participation (15 minutes allowed for).

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda before the Council make decisions.

A local resident spoke about the felling of a false acacia tree on Langley Street and said that they were appalled this was allowed to happen. The Chairman, in response, said that the tree was in a private garden and there were no restrictions on the tree, so the Council had not allowed anything to happen, it was the resident's choice to fell the tree. The resident went on to say that there is a similar tree at the end of a long strip that was on Parish Council land that they hoped would not be felled, and the Chairman said that there were no plans to do so.

A resident asked for his thanks to be recorded to Cllr Bunn for all the work she and her family have put into the Village Hall Organising Committee and how heartening it is to see the Hall thriving once more.

12. To discuss the request for a new dog bin in the Parish on Fish's Lane. Agree on a course of action.

The Chairman asked Council if they have received the proposal from the Clerk on this topic. The Chair thanked the Clerk for such a comprehensive report. With no further discussion **IT WAS RESOLVED** to instruct the Clerk to both purchase and pay the annual emptying charge for a dog bin to be installed on Fish's Lane/Hardley Street, Hardley by the Oak tree.

13. To follow-up on the recruitment of a new SAM2 (Speed Awareness Monitoring) volunteer and their training. Agree on a course of action.

There was a general discussion on what was involved with this task. The SAM2 sign is jointly owned with Claxton Parish Council, so the task is for half the year and to move the sign into one of three agreed positions in the Parish. Data is collected from the sign which can be presented to Council on a 6 monthly basis. The Chairman asked for anyone interested to speak to him for further information. No volunteers have come forward from the requests published in CHET CONTACT magazine.

14. To follow-up on the lowering of the speed limit in Langley Green.

Local Members have agreed to support reducing the speed limit as a small scale road safety improvement. Further updates will be given as they are made available. At this point a member of the public commented on the route taken by Langley School mini-buses through the village and suggested the route to the roundabout would be easier for the buses and more pleasant for local residents. The Chairman, who is in contact with the new transport planner at Langley School, agreed to raise this issue. A member of the public asked why there was no longer a bus service from either village and the Chairman responded by saying this was due to purely economic reasons.

15. Reports from:

- **Parish Clerk** – The Clerk reported that there is a free subscription available to Parish Online, a digital mapping service, and that details would be circulated to Councillors.

Further research has been done by the Clerk around the request from the Charity Commission to update the details for Langley with Hardley Parish Trust. It has been ascertained that this is completely separate from the Langley Poor Marsh and a report will follow in due course.

The Clerk reminded all Councillors to return their disclosure of pecuniary interest forms to the Monitoring Officer at South Norfolk Council.

Two 'no dog fouling' signs were provided free of charge by South Norfolk District Council, Cllr Baldwin agreed to put these up at either end of Fish's Lane.

The Clerk asked the Chairman if any date had yet been fixed for the Big South Norfolk Litter Pick – none as yet.

The issue of the size of the parking sign on Fish's Lane to be brought forward to the meeting on 4 July when Cllr Wheeler will be present to provide an update.

The Clerk reported to Council that the next Play Area Inspection will be in June, then re-occurring annually in June (in order to benefit from a reduced fee).

There is a CiL (Community Infrastructure Levy) payment due in October. This is money received by the Parish in respect of new (building) developments in the Parish.

The Clerk reminded Councillors that Barclays are chasing documentation to meet money laundering requirements and the account will be closed as they say the paperwork has not been sent. The Chairman said it was posted and he has copies, Clerk to chase. Due to the service issues with Barclays Councillors asked what banking other local Council's used, and Unity bank was suggested as an alternative. Clerk to provide information to Councillors on Unity Bank at the next meeting, should an alternative banking provider be needed in the future. It was noted that some of the difficulties with Barclays stemmed from the fact the Parish had business banking accounts, when, in fact, the Parish Council is not a business and couldn't meet Barclays business demands for that very reason.

The Chairman asked the Clerk to write a letter of thanks to two ex-Councillors, Frances Kirkpatrick and Cheryl Frost for their dedication and commitment to the Parish. Clerk to action.

- **County and District Councillor, Kay Mason Billig** – None.
- **District Councillor Jeremy Rowe** – Circulated by e-mail.
- **Police** – None.
- **Tree Warden** – None.

16. Planning

None. Weekly planning applications and decisions made from both the Broads Authority and South Norfolk Council are checked each week by the Clerk for applications or decisions made within the Langley with Hardley Parish boundary. Results, including nil returns, are sent by e-mail to Parish Councillors on a weekly basis.

17. Highways

IT WAS RESOLVED TO ask the Clerk to report a public footpath sign that has been thrown in the hedge at Hardley Staithe by the boat shed.

18. Finance

- To consider any grant applications received in accordance with Langley with Hardley PC Grant Awarding Policy – None.
- To receive the income and expenditure figures (as of 28 April 2023)
 - Community account £12,497.31
 - Business Premium account £2,047.81

➤ LAWHPCSSB account £158.65

- To agree payment of invoices and other expenses. Cheques for the following invoices were signed during the meeting;

| To/For | Amount £ | Cheque number |
|---------------------------------------------------------------------|----------------------|---------------|
| NGF Play play area repairs | 642.13 | 101059 |
| GS Tractor Services grass cutting | 162.50 | 101058 |
| BHIB insurance renewal | 669.72 | 101049 |
| Data protection fee | 40.00 standing order | n/a |
| Dean Baldry grass cutting | 162.50 | 101052 |
| NALC annual fees | 223.36 | 101053 |
| SLCC membership | 109.00 | 101054 |
| Village Hall Coronation grant (from South Norfolk District Council) | 200.00 | 200.00 |
| Clerk salary and expenses | 500.00 | 101055 |
| Clerk salary and expenses | 236.00 | 101056 |
| NALC Finance training | 72.00 | 101060 |
| NALC CILCA training | 300.00 | 101062 |
| The sign maker, tree plaque | 50.50 | 101061 |
| | | |

Income

Precept, first half payment £4,287.00

19. To receive updates from individual Council Members (for information only).

Cllr Caston asked that the three potholes at Langley Farm are repaired as they are quite deep and are a real hazard, especially to cyclists. Clerk to check that the potholes have been reported to Highways.

Cllr Baldwin asked about access to Church at Langley, the Chairman said that this could be arranged through himself.

The Chairman extended a very warm welcome to the two new councillors, Cllr Rob Baldwin and Cllr Stuart Adcock.

20. To receive any items for inclusion on the next agenda (for information only).

None.

21. To confirm date of the next Parish Council Meeting as Tuesday 6 June 2023 in Langley with Hardley Village Hall at 7.30 pm.

The meeting closed at 8.30pm