

CORPUSTY & SAXTHORPE PARISH COUNCIL

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Clerk to the Council;
Amanda Yacoubian
Mulberry House, The Green
Edgefield, Norfolk, NR24 2AL

Minutes of Corpusty & Saxthorpe Parish Council Meeting held on Wednesday 13th November 2024 at 7:30pm, in Corpusty & Saxthorpe Village Centre.

Present Cllr Guy Hodgson (GH) Chair
 Cllr Peter Jones (PJ)
 Cllr Stephen Fenny (SF)
 Cllr Lesley Last (LL)
 Cllr John Birchall (JB)

 Cllr Andrew Brown

1 member of the Public

2024/95 **To consider accepting apologies for absence** – Cllr Marty Jacobs, Cllr Caroline Randell, Cllr Imogen Waterson – apologies accepted

2024/96 **To consider co-option to fill a vacancy** - none

2024/97 **To record declarations of interest in items on the agenda and requests for dispensation** - none

2024/98 **To approve minutes of the meeting held on 11th September 2024** - Minutes were approved, Proposed Cllr LL, Seconded Cllr JB, ALL AGREED

2024/99 **To report progress on items not on the agenda from the last meeting**

Footpaths – Cllr GH is carrying out an audit on the footpaths and will report back at the next meeting

Telephone Box – The telephone box renovation is almost complete, it will need to be repainted next year. It was agreed, as suggested by a villager, to put an historic photo of Corpusty circa 1900, showing the Dukes Head, The Street, and the railings enclosing the recreation ground, inside the phone box, above the defibrillator.

Empty Houses – The Council has advised there is only 1 empty house. Cllr AB will look into this and identify the property concerned.

Portocabin opposite Locks Farm – Cllr AB to look into this and inform the PC of the current status of the enquiry into a possible breach of planning requirements.

School Representation – There is a new Head Teacher who has plans to raise the profile and invest in the future of the school. Cllr PJ gave an update about the school

and reported that it is hoped that the Head Teacher will attend a future meeting to report directly.

2024/100 OPEN FORUM (as per Standing Order 3e Public participation will be for a maximum of 15 minutes) – A parishioner asked about the proposed fence around the Green. A summary of the information recorded below under item 2024/111 was provided. The parishioner expressed his continuing interest in this item and left.

2024/101 To receive updates from individual council members (for information only) – see below

2024/102 To note updates from Norfolk Constabulary, Village Hall Committee, County Councillor and District Councillor – Only Cllr AB attended, and reported. please refer to the website for Cllr AB's report

2024/103 Planning – none

2024/104 Finance

- (i) To approve the monthly financial statement, bank reconciliation and cash book. These were emailed to Cllrs on 4th November 2024 –Proposed Cllr GH, Seconded Cllr SF – ALL AGREED and bank reconciliation signed By Cllr GH
- (ii) To approve the following retrospective payments & acknowledge receipts

Payments

13/09/2024	Norfolk Garden & property 1336	Grasscutting	£440.00
13/09/2024	A Yacoubian defib pads	FirstAid4Less	£20.96
17/09/2024	A Yacoubian Oakworld	2 x picnic benches	£458.00
20/09/2024	ICO	Data protection	£35.00
25/09/2024	Direct Debit (Npower)	Electricity street lights	£107.46
27/09/2024	A Yacoubian	clerk salary	£474.53
30/09/2024	Unity Trust	Bank charges	£18.00
04/10/2024	Norfolk Garden & property 1343	Grasscutting	£440.00
04/10/2024	Ashtree Electrics	relocating the defib to phone box	£144.00
24/10/2024	Direct Debit (NPOWER)	Electricity street lights	£115.52
24/10/2024	HMRC PAYE		£73.20
28/10/2024	G Hodgson	Sealant for phone box	£18.62
28/10/2024	A Yacoubian	Signage for parking	£65.83
28/10/2024	Justin Fryer	Play area repairs	£700.00
28/10/2024	A Yacoubian	clerk salary & backdated payrise	£653.41
28/10/2024	A Yacoubian	X2Connect Telephone signs	£88.80
29/10/2024	Countrystyle recycling	Bottle Bank	£51.00
31/10/2024	Unity Trust	Bank charges	£5.40

Receipts

30-Sep-24	NNDC Precept	£8,860.00
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08-Oct-24	Allotment rent	£20.00
17-Oct-24	Allotment rent	£40.00

Proposed Cllr GH, Seconded Cllr SF, ALL AGREED

- (iii) **To approve the budget and set the precept for 2025/2026.** Precept set at £18,000. Proposed Cllr GH, Seconded Cllr SF, ALL AGREED

- 2024/105 **Adams Lane – Cllr GH** reported on his meeting with Sarah Price, where he expressed the PC's concern as to the lack of progress and communication by Norfolk County Council, as the highways authority, following the notice it served on the property owner requiring removal of the obstruction to the restricted byway, Adams Lane. Cllr GH Proposed that he should write to NCC to explain the intention of the PC, if nothing has been heard back from the NC C by the beginning of 2025, to serve notice on NCC, to apply to the magistrates court for an order compelling NCC to remove the obstruction. Seconded Cllr SF, ALL AGREED
- 2024/106 **Highways Matters –** There has been no progress, Cllr GH will write to Steff Aquarone MP, thanking him for his help in dealing with the highways authority on our behalf, acknowledging that due to his new responsibilities as our MP it no longer appears realistic for him to continue dealing with the highways authority on behalf of the PC, and suggesting that the PC recommences dealing with highways issues direct. To be reviewed on hearing from SA, failing which a direct meeting with the highways authority will be proposed . ALL AGREED
- 2024/107 **River Bure – EA Reports,** reports of the condition of the river over the last 5 years have been obtained. It is noteworthy that before the EA began enforcement action against the parish council, in respect of dredging works, these reports identified that removal of silt adjacent to the village green was required. Reviewing future reports will help with monitoring the health of River Bure.
- 2024/108 **Re-gravelling footpath behind The Mill –** GH Proposed to buy pea shingle to re-lay on the footpath. The consent of the property owner will be requested before any works are undertaken. The work will be carried out by volunteers. Seconded Cllr SF, ALL AGREED
- 2024/109 **Little London Allotments –** Cllrs LL and JB summarized the progress that had been made with a view to vegetation clearance so that the vacant allotments can be made available and further funding sought. Two quotations have been obtained to clear the site. The lower quotation is preferred. Clerk to advise contractor to commence works and will liaise with current allotment holders before works are undertaken. ALL AGREED

2024/110

Parking, signage, stump , and reprofiling to allow for mowing on The Green opposite the Dukes Head

– Cllr GH has investigated the history of the green. This establishes that it is registered as a ‘village green’ under the Commons Registration Act 1965. At the time of registration, it was described as ‘The piece of land known as the Recreation Ground in the Parish of Corpusty, Norfolk...’ This investigation was assisted with the provision by a villager of a photograph, circa 1900, of the The Street in Corpusty that shows that the recreation ground was enclosed by a railing fence. This process also established that the registration map, apparently in error, excludes part of the recreation ground. NCC has provided the map that accompanied the application for registration of the green. The application map accurately depicts the green. Cllr GH proposed that an application be submitted to NCC for the registration map to be amended so that it reflects the area depicted in the application map. Cllr SF seconded. ALL AGREED. Clerk to complete forms requesting correction of the registration map.

Regarding the area directly opposite the Dukes Head, it was resolved, proposed Cllr GH and seconded Cllr SF, with all agreeing, that 3 posts will be inserted across the area, behind the phone box, parallel to The Street, leaving generous room for the parking of one row of cars at right angles to The Street. One post will be at each side of the area, and one in the centre. Chains will be attached to the side posts and hooked onto the centre post, allowing access behind as appropriate. Clerk will purchase a cast metal sign to go on the middle post, providing that short term parking for visitors and residents only is permitted.

It was also resolved that the tree stump at the rear of this area should be removed, and the bank be reprofiled so that this area is accessible for the purpose of mowing. Quotations to be obtained. Proposed Cllr GH, Seconded Cllr SF . ALL AGREED.

2024/111

Fencing at the edge of The Green between Bloomfield House and the western edge of The Green

– As it has been established that the green is registered as a village green, not common land in respect of which there are rules against enclosure, the PC discussed its duty of care for users of the common, in particular children using the play area. All agreed that reasonable steps should be taken to ensure the safety of children playing in close proximity to The Street, particularly as to the risk of children appearing in front of traffic from between parked cars. The options of fencing the playground or along the boundary of the green adjacent to The Street were considered. It was proposed that quotations should be obtained for the installation of park fencing along the boundary of green between Bloomfield House and the western end of the common, with gates near each end, and a

third gate, which would allow vehicular access to the river bank for any necessary works. Cllr GH proposed. SF seconded. ALL AGREED.

- 2024/112

Grass Cutting – areas to be cut and contractors/in-house – It was observed that of the three areas cut by the PC, two are owned by the PC, the green and St Peter’s, but the car park to St Andrew’s church is owned by the church. It was recognised that this car park is however a village asset used by residents and visitors and resolved that it should continue to be included in the PC grass cutting arrangements. Cllr GH proposed, Cllr SF seconded. All agreed. Cllr GH has prepared a specification, with maps, to show areas to be cut for 2025. With the assistance of this specification, quotations are to be obtained from three potential contractors, for consideration.

Consideration was also given to taking grass cutting ‘in-house’. This consideration being prompted with a view to obtaining better results. This would involve the acquisition of machinery and the use of volunteer and/or paid labour. It was agreed that this suggestion should not be progressed further at this stage. It was however recognised that, to keep the playground area cut sufficiently regularly during the growing season, volunteer cutting would likely be required. The purchase of a suitable mower for this purpose is to be considered. Cllr GH and Cllr PJ will look into options and report back .

- 2024/113

Clerks report

Remote meetings – All agreed that in person attendance at meetings is preferable, but where this is impossible, remote attendance of meetings should be permitted. Clerk to complete questionnaire.

Policy re responding to planning applications – ALL AGREED

Email from parishioner regarding speeding on Holt Road and the possible siting of a bench at the bus stop in front of the school – Cllr PJ will speak to the parishioner as to the availability of benches and to inform of the PC’s interactions with the highways authority in connection with speeding, here and elsewhere, recommending direct contact with the highways authority.

New Printer – Clerk to buy a new printer shared between 3 other PCs.

Training – Clerk to email details of training courses with recommendations.

- 2024/114

To close the meeting and confirm date of next meeting – 15th January 2024

Meeting ended at 21.11 hrs

Signed..... Date.....