# **CORPUSTY & SAXTHORPE PARISH COUNCIL**

## Norfolk

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

Minutes of Corpusty & Saxthorpe Annual Parish Council Meeting held on Wednesday 10<sup>th</sup> May 2023 at 7:30pm, in Corpusty & Saxthorpe Village Centre.

**Present** Imogen Waterson (Chair)

Lesley Last (LL) John Birchall (JB) Stephen Fenny (Vice Chair) Caroline Randell CR)

Amanda Yacoubian (Clerk)
3 Members of the Public

**OPEN FORUM** (as per Standing Order 3e Public participation will be for a maximum of 10 minutes)

It was mentioned that as it is "no mow" May there are some areas where the grass is too high and is causing visibility and access issues. The junction with Holt Road needs addressing. There is also an issue with cars speeding constantly through the village.

# 2023/1 To elect a Chair for 2023-24

On a PROPOSAL by Cllr Lesley Last, SECONDED by Cllr Stephen Fenny, Cllr Waterson was elected as Chair. The Declaration of Office will be signed in the presence of the Clerk.

#### **2023/2** To elect a Vice Chair for 2023-24

On a PROPOSAL by Cllr Lesley Last, SECONDED by Cllr Imogen Waterson, Cllr Fenny was elected as Vice Chair. The Declaration of Office will be signed in the presence of the Clerk.

2023/3 Record and approve the resignation of Melanie Eversfield – PROPOSED by JB, SECONDED by CR. A letter will be sent to Melanie Eversfield. The banking is currently being carried out by an ex member of the Council and the Chair. A mandate has been signed by A Yacoubian and we need a replacement for Tim. Clerk to set up new email, <a href="mailto:corpsax@gmail.com">corpsax@gmail.com</a>, pay NALC subscription PROPOSED LL, SECONDED JB. LL to email cash book and budget to Clerk so the accounts can be reinstated. Clerk to look into reinstating website. A week will be permitted before purchasing a new laptop. PROPOSED LL and SECONDED CR to purchase a new laptop

### 2023/4 Approve Appointment of New Clerk – Approved

**2023/5** <u>Co-option of New Councillors</u> - Currently there are 3 vacancies. Presentations are to be made by the 2 applicants. Cllr AB no longer qualifies to sit on the Council, there are 2 parishioners who wish to be considered, a secret ballot will take place

Marti Jacobs expressed his wishes to be considered, MJ was unanimously elected Pete Jones expressed his wishes to be considered. PJ was unanimously elected There is still a vacancy for a further member to be co-opted

Code of conduct to be sent to new members

## 2023/6 Declarations of interest - none

**2023/7** To approve the minutes of the meeting held on 8<sup>th</sup> March 2023 – none, Clerk to liaise with Cllr A Brown to draft minutes

**2023/8** To note updates from Norfolk Constabulary, County Councillor and District Councillor – report received from Cllr A Brown, none received from Cllr Steffan Aquarone

# 2023/9 Matters arising from previous minutes for information only

- (a) Feasibility study ref section (e)
- (b) <u>Manor Farm Barns</u> There is an ongoing issue however a new application has been submitted therefore any action has been suspended
- (c) <u>Empty properties in the Parish</u> Compulsory Purchase orders are unlikely to be approved, there is probably no Council Tax accruing on the building. This issue is to be removed from the agenda and revisited in 6 months.
- (d) <u>RB4 Adams Lane</u> County Council to enforce. A firm of solicitors would need to be instructed by the Parish Council to take this further.
- (e) <u>Village gateways</u> Clerk to write to Highways to request where the gates are and where we are up to. Steve White at Aylsham
- (f) <u>Duke Head's planning application</u> no progress, to be removed from the agenda
- (g) <u>Restoration of milestone</u> has been reinstated, well done CR, letter of thanks to be written to T Langford donation of £50 to be made to Ukranian Refugee Charity PROPOSED MJ, SECONDED PJ
- (h) <u>River Bure Works</u> This is currently awaiting more information as the PC does not have access to any historic records

### **2023/10** Finance

- (a) To approve the monthly financial statement (cash book & Budget) none
- (b) <u>To approve this month's expenditure & receipts NALC subscription</u> NALC subscription was APPROVED by LL, SECONDED by PJ
- (c) <u>To consider new provider of street lighting electricity</u> 2 quotes are needed for electricity supplier. There is a broken light on The Street, on the end of the common opposite Duck End in Corpusty, this needs to be fixed. Cozens Electrics are currently the maintaining the lights.
- **2023/11** To discuss contributions from Equinor Cllr A Brown to look into what funds would be available and what categories this would cover
- **2023/12** To update on Highway's issue, including footpaths and Parish Partnership Bids already covered under 2023/9 (e) Public access over field, Clerk to write to Mr M Harrold, Salt Car Farm, Aylsham Road, Oulton as the field has been ploughed however the footpath has not been reinstated.
- **2023/13** To receive an update from the Village Hall Management Committee no-one present
- **2023/14** To receive an update from the school Governors no report
- 2023/15 To discuss the play area on the Green including fencing, inspection report and maintenance of the plough Clerk to send email from Kompan UK who supply play equipment. Clerk to contact Norfolk Gardens (who cut the grass) to reseed the river bank on the upper reaches of The Green above the weir. Also quote for new bollards along Corpusty Street. PJ to research available grants to help pay for any new equipment.

#### **2023/16** Planning - none

To receive decisions from North Norfolk District Council, if any.

2023/19 To receive items for the next agenda - Clerk will contact Cllr's nearer the time. An extra-ordinary meeting will be held to discuss and agree the AGAR once the documents have been audited	
2023/20 To close meeting and confirm date of next meeting	
Meeting closed at 21.45	
Chair	Dated

2023/17 Correspondence - none

2023/18 To receive items for information