

## HARPLEY PARISH COUNCIL

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### **Minutes of a meeting held on Thursday 25<sup>th</sup> January 2024 at 7.30pm at the Village Hall**

Present: Councillors A Case(Chairman) N Steed, C Alexandra-Kaye, J Pocklington,  
S Winder.

3 members of the public

#### **001/24 Apologies**

None Received.

#### **002/24 Declarations of Interest**

None.

#### **003/24 To approve the draft minutes from the meeting held on 30<sup>th</sup> November 2023**

It was PROPOSED (JP) SECONDED (CAK) and unanimously approved to agree the minutes as a true record and were signed by the Chairman.

#### **004/24 Questions and Comments from the Public**

It was reported that then hedge on the corner of Back Street was overgrown and obstructing the footpath. It had been cut back but not far enough still forcing people out onto the road.

One resident asked what actions had been sent to the Highway Rangers for their January visit. She was informed of the list of actions.

A resident asked about the defibrillator and raised concerns about the turn around time if the defibrillator was taken and used. The Clerk agreed that she also had concerns and this was on the agenda for full discussion.

After discussion it was agreed to contact Freebridge housing to see what was happening at Harpley Court following the demolition of the properties.

A resident asked for thanks to be recorded in the minutes to the resident in Nethergate Street who had made progress resolving the flooding issues.

#### **005/24 To receive reports from County Councillor, District Councillor & Clerk**

County Councillor Chenery had emails various updates which had been circulated.

No Borough Council report.

#### **006/24 Correspondence**

Matters arising from previous minutes

068/23

Speedwatch Group – An email had been sent giving the Parish Council full support for this group.

Nethergate Street, Flooding – The Parish Council had received an email from the resident who attended the last meeting to say that new drainage had been installed and this seems to have resolved the issue.

073/23/11 – Precept request for £6798 (no increase) submitted and acknowledged

Trod/Footpath top of Nethergate Street – Cllr Winder had reported that it has been damaged by the recent weather.

### Correspondence list

NALC – newsletters and updates

Norfolk PTS – Newsletters and updates

KLWNBC – Weekly planning lists

KLWNBC – Details of community grants for capital projects – forwarded to the village hall committee

KLWNBC – Notification of CIL funding closing dates for applications 1 February 2024 & 1 August 2024. Money can be used for community projects. List of types of projects available from the Clerk

CPRE – Newsletter

Norfolk Police – Operation OP Randall newsletter

Norfolk County Highways – Notice of road closure order Nethergate Street

Copy email from resident about hedges and encroaching foliage Back Street – matter being dealt with by resident and highways

Norfolk Community Foundation – Funding newsletter

Communications QEH – newsletter

Norfolk County Council – details of Minerals and Waste Local Plan – notification of submission of plan and availability of documents

KLWNPC – Free small projects waste disposal – this would be advertised in the village

### **007/24 Planning**

23/02167/F – Amendments - Conversion of outbuilding to form granny annex Hayes Barton, Nethergate Street, Harpley – No objections to amendments

23/02208/LB – Internal and external alterations to listed building

The Round House, Mill Road, Harpley – No objections

24/00068/F – Change of use from commerce to create 4 no dwelling houses, Ravens Yard, Harpley – After lengthy discussion a vote was taken: For(3) Against(1) Abstain (1) it was agreed that the Parish Council had no comments.

Borough Council Refusal

23/00109/TPO – Old Stables, 4 Becks Wood, Nethergate Street

Holm Oak crown reduction - Noted

### **008/24 Finance**

The following accounts had been circulated and were read to those present at the meeting. It was unanimously agreed to approve the payments. PROPOSED (CAK) SECONDED (NS)

|                 | <b>ACCOUNTS FOR PAYMENT<br/>December 23/January 24</b> |                                     |             |
|-----------------|--|-------------------------------------|-------------|
| <b>Payments</b> | <b>December</b>  |                                     |             |
| 01.12.23        | KLWNBC   | Admin costs<br>uncontested election | £<br>54.60  |
| 01.12.23        | CGM (256971)   | Grounds Maintenance                 | £<br>19.36  |
| 01.12.23        | Office costs and stationery                            | Stationery                          | £<br>52.15  |
| 01.12.23        | Contracts and Salaries                                 | November salary                     | £<br>246.05 |
| 31.12.23        | Unity Trust Bank                                       | Service charge                      | £<br>18.00  |
|                 |  |                                     |             |
| <b>January</b>  |  |                                     |             |
| 02.01.24        | Amazon   | Meeting recorder                    | £26.99      |

|          |  |                             |             |
|----------|--|-----------------------------|-------------|
| 02.01.24 | Contracts and Salaries                               | December Salary             | £<br>369.18 |
| 02.02.24 | Office costs and stationery,<br>Website subscription | Office costs XP WIX<br>subs | £<br>49.46  |

008/24/1 The Clerk had circulated the bank statements & monthly reconciliations which were approved. Balances Current Account: £2422.73 Instant access account: £9683.70

**009/24 Items For discussion**

009/24/1 West Norfolk Falls Project – Councillor Alexandra-Kaye reported on the progress of the scheme which was to train a group of volunteers in the use of an inflatable raiser chair to help lift the elderly who have fallen back onto their feet and off the floor. It had been agreed that the seat would be stored in East Rudham and the West Norfolk Carers would monitor all the calls.

The raiser chair was being provided free of charge.

It was agreed to advertise for volunteers on the website and local parish magazines. The names would be held until the training was available and it was hope that this project would be available from the Summer.

009/24/2 **Community Payback Scheme**

The Clerk had been chasing this and had nothing further to report since the job list had been submitted.

009/24/3 **SAM Unit**

A further site meeting had taken place with County Highways and they had sent the proposed locations. These locations would be subject to neighbours approval. It was agreed that the Parish Council approved the proposed locations. The Clerk would confirm this with highways.

009/24/4 **Website**

The Clerk confirmed that the Parish Council had budgeted for the 5 year update and this would take place after April this year.

009/24/5 **Dog Bins**

The Clerk had made no progress on finding a company to quote to clean the bins. The Clerk would ask Councillor Beales if he could chase the Borough Council to see who they use.

009/24/6 **Map end of Brickyard Lane**

The Clerk had made no progress in finding a replacement map. The Clerk would ask County Councillor Chenery to help chase this matter. Ordnance Survey had not been able to help. As the map showed walks around Harpley and Great Massingham it was a specific map produced in 2000.

009/24/7 **Defibrillator**

The Clerk agreed with the resident that the turn around time for the defibrillator, if used, should be as quickly as possible. As the Clerk did not live in the village she suggested that a local councillor should take on the guardianship. The Clerk would provide the code to Councillors so that they can gain access but it required one person to be the named guardian. It was agreed Councillor Steed would take on this role.

Councillors Chenery and Beales arrived at this point in the meeting and gave brief verbal reports. Councillor Chenery reported that he would be paying for the SAM unit posts from his grant funding. There were no questions from the public.

**010/24 To consider applications for co-option to the Council**

No applications received.

**011/24**      **Items for next agenda**  
Brickyard Lane removal of ivy on trees.

**012/24**      **Date of Next Meeting**  
Thursday 28<sup>th</sup> March 2024 7.30pm.

Signed.....Dated.....

DRAFT