

# SYDERSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting  
Held on Thursday 20 June 2013 in Amy Robsart Hall

**PRESENT:** Cllr R Thompson (Chairman)  
Cllr M Askew  
Cllr D Daly  
Cllr M MacArthur  
Cllr G Taylor  
The Clerk

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1. Apologies for Absence  
Cllr Schmidt and Cllr Ms Thompson
2. Parishioner's Time  
None.
3. Declarations of Interest  
None.
4. Minutes of the May Annual Parish Meeting held on 16 May 2013  
Minutes of the above meeting had been circulated. **Resolved to approve the Minutes.**
5. Minutes of the May Annual Parish Council Meeting held on 16 May 2013  
Minutes of the above meeting had been circulated. **Resolved to approve the Minutes.**
6. Minutes of the May Parish Council Meeting held on 16 May 2013  
Minutes of the above meeting had been circulated. **Resolved to approve the Minutes.**
7. Ongoing Items from the Minutes
  - 7.1 Public Rights of Way Map  
Chairman reported that the map is now finalised and it is hoped that it will be with the printers shortly.
  - 7.2 Post Office services  
Cllr MacArthur advised that a meeting is to be held between the Amy Robsart Village Hall Committee and Wendy Hamilton (Post Office Local Network Manager) in order to finalise the village hall hire charges payable by the new provider.
  - 7.3 LED street lighting  
Chairman advised that NCC has approved the grant application for the LED street lighting and the letter detailing the terms and conditions etc. for the grant is awaited.
8. Playground proposed layout by Sovereign  
Chairman reported that a recent meeting was held with Cllr Askew, Chairman and a representative from Sovereign to discuss playground layouts and additional equipment. Chairman explained that he has identified two sources of possible grant funding (Love Norfolk and The Norfolk Community Fund). **Resolved to apply for a grant for a "Basket Swing" with (preferably) metal supports at a cost of approximately £2500 - £3000.**

Chairman advised that a letter had recently been received from a parishioner regarding a tree overhanging from the playground onto their garage roof. Branches have now been trimmed and the parishioner has thanked the Council for the prompt attention.

Chairman informed the meeting that NORSE are cutting the grass for all areas at each visit which is extra cutting than that required by the Contract. Clerk has brought this to their attention and has requested regular monthly invoices.

Chairman expressed concern regarding the overgrowth from private gardens onto the concrete section of the footpath leading to the telephone box. **Resolved Clerk to raise the matter with NORSE.**

9. Financial matters

9.1 Receipts and Payments Spreadsheet for the period April to June 2013 received and noted at the meeting. Chairman circulated a brief note proposing the funding for the costs to be met by the Parish Council for the new street lights. **Resolved to use reserves of approximately £800 to meet the shortfall of the funding.**

Thanks were expressed to the Chairman and Cllr MacArthur for their efforts to successfully secure the grant for the new street lights.

9.2-5 "Financial Matters" attached. **Resolved to agree all balances and approve payments.**

10. Planning matters

10.1 Proposed residential development at site to the west of the Stores, Tattersett Road, Syderstone (Ref number 13/00582/O)

Letter from the BCKLWN regarding the withdrawal of this application received and noted at the meeting.

10.2 Notice of Decision – Refusal of outline planning permission – residential development at site to the East of the Stores, Tattersett Road, Syderstone (ref number 13/00533/O) Notice of Decision received and noted at the meeting. Concerns were expressed regarding the Health and Safety of the unfenced site particularly as the school is nearby. **Resolved Clerk to send a letter to the Planning Department of BCKLWN expressing our concerns and requesting that enforcement action is taken to remove or securely fence these hazards.**

10.3 Enforcement Action – Summer House in rear garden, The Street (Ref number 13/00289/UNOPDE)

Chairman reported that the summer house roof has been lowered and the enforcement action record is now closed by BCKLWN.

11. Election of Vice Chairman

Chairman explained that this election was deferred by the May 2013 Annual Parish Council Meeting to be considered at this meeting. Cllr MacArthur nominated Cllr Taylor as Vice Chairman, Cllr Askew seconded, all agreed. Cllr Taylor accepted. **Resolved Cllr Taylor appointed as Vice Chairman.**

12. Cllr Chenery of Horsburgh report

12.1 County Cabinet structure

12.2 Highway Rangers

12.3 Grass verges cutting

12.4 Breydon Division election

Cllr Chenery not present to discuss the above items before the closure of the meeting.

Chairman agreed to follow up these items with Cllr Chenery.

Chairman explained that the Highway Rangers have not completed all our requested jobs and it is hoped they will return shortly.

Cllr Askew expressed concerns over poor traffic visibility in Tattersett Road and Mill Lane. NCC should cut the verges to overcome this problem. **Resolved Clerk to follow up.**

13. To receive items for next Agenda
  - 13.1 Adoption of an Equal Opportunities Policy.
14. Date of next meeting 18 July 2013 at 7.30pm - Agreed

There being no further business the Chairman closed the Meeting at 8.25pm.

# SYDERSTONE PARISH COUNCIL

## Financial Matters Parish Council Meeting 20 June 2013

### 9. Financial Matters

9.1	Receipts and Payments spreadsheet April – June 2013		
9.2	Bank balance from May minutes		<b>15409.68</b>
	Add Tracker interest received on 3 June 2013		<b>1.14</b>
		<b>TOTAL</b>	<b>15410.82</b>
9.3	Balance as at 1 June 2013		
	Community Account	4290.04	
	Tracker Account	11173.64	
	Add Tracker interest received on 3 June 2013	1.14	
	Less unpresented cheque 101147 (Amy Robsart Hall)	(14.00)	
	Less unpresented cheque 101153 (PaperKlip Ltd)	(40.00)	
	Bank balances as at 3 June 2013	<b>TOTAL</b>	<b>15410.82</b>
9.4	Payments		
	E-on Street Lighting (DD payment June 2013)	64.70	
	101154 Amy Robsart Hall Hire	14.00	
	101155 B Lloyd (June salary)	170.40	
	101156 HMRC (June tax)	42.60	
	101157 B. Lloyd exps (£10 newsletter distrn & cartridge £13.99)	23.99	
	101158 Westcotec Limited (maint May and June)	104.90	
	101159 Great Massingham Community Cars	125.00	
	101160 NPFA (subscription Norfolk Playing Field assoc)	20.00	
		<b>SUB TOTAL</b>	<b>(565.59)</b>
9.5	Bank balances carried forward	<b>TOTAL</b>	<b>14845.23</b>

Agendas and minutes are also available at:  
[www.syderstone.com/parish](http://www.syderstone.com/parish)