



## SURLINGHAM PARISH COUNCIL

### Minutes of the meeting on Tuesday 17 September 2019 at the Parish hall

**Present:** Councillors: John Broom, Will Mack, Pat Scowen, Mike Stiff, Clerk Janet Rogers and two members of the public.

1. Welcome by the Chairman
2. Apologies and approval of absences – ***Councillor Reeve sent apologies, Councillor Thomson will be delayed***
3. Declarations of Interest - ***None***
4. To approve as accurate the minutes of the meeting on 16 July 2019 and the notes of the 30 July 2019 - ***Approved***
5. Matters arising from the minutes 16 July 2019  
 Item 5 Councillor Thomson - speeding on Bramerton Road – ***Deferred see item 8.***  
 Item 10 Playpark repairs to nest swing, climbing frame, slide and mower – ***See Item 7***
6. Casual vacancy Co-option of Councillor – ***The applicant had sent apologies could not attend due to a prior arrangement This item deferred to 15 October 2019.***
7. Progress report for information on items not on the Agenda: Councillors/Clerk  
***Clerk reported that a Freedom of Information request was submitted to NCC on 3 September 2019 to release all information regarding Surlingham footpaths was a response is due within 20 working days.***  
***SAMS machine has been taken in for repair as data could not be downloaded also the second battery needed replacing. Cost for repair £135 and battery £80.***  
***Councillors approved this expenditure via email.***  
***ROSPA – Playground inspection – Councillors discussed the following items in the report. Litter bin to be repositioned away from the swings – Not yet***  
***Picnic Table repair or remove and replace – Suggested removal***  
***Bench – Slat needs replacing - Repair***  
***Tractor – Timber at the top of the slide needs attention - Repair***  
***Junior Swing – Remove additional links from chains and replace supports –***  
***Swings to be removed and hazard tape around supports to prevent access. Clerk obtain quotes for repair/replace.***  
***Nursery Swing – bird guard to be fitted – Clerk to obtain***  
***Nest Swing - bolt missing – Councillor Reeve has replaced this.***  
***Multi play – Several aspects need repairing - Councillor Reeve met with contractor and estimate to repair is £600. Hazard tape to prevent access to dangerous sections. Clerk obtain quotes for replacement. And explore funding streams for helping with the costs of repairing/replacing two items.***

Parish Hall – Sensor light and heaters – Contractor reduced the timer on the sensor light. The thermostat on the heaters needs replacing. There will be no charge as the system is still under warranty.

8. To receive reports from the County and District Councillor – *Full reports on website reduced version below dependant on space available will be on the noticeboard.*

**Wherrymans Way:**

*WW is a tourist concept, conceived in 2005, with no legal basis.*

*The legal element covering the WW is that it sits on Public Footpaths and it is the Public Footpaths that are covered by the Highways Act. NCC is responsible for their highways and footpaths and their maintenance*

*The WW CAN ONLY follow public Rights of Way and can never be on a permissive footpath. We have no control whatsoever on permissive paths and therefore the WW could be compromised by something out of our control*

*All Highway Authorities must by law keep a Definitive Map of all their highways including Public Footpaths There are maps showing the WW on permissive footpaths and they are incorrect, for reason given above, and are anecdotal.*

**Latest information on the Boardwalk:**

*The WW is closed on Surlingham FP2. The boardwalk, where it currently sits, will no longer carry the WW as it will be re-aligned onto the definitive line.*

*Conversations are still taking place about the Definitive Line and obstacles on the Public Footpath.*

**Permissive footpath leading to Ferry House garden:**

*As a permissive footpath it cannot and never can be a route for the WW.*

*This permissive footpath was agreed between the landowner and the Broads Authority.*

*The permissive footpath is currently dangerous by river incursion and blocked in parts.*

*The idea of having a Ferry House sign at the western end of the permissive footpath is problematic at the moment due to hazardous nature of the permissive path.*

*Could the permissive path be moved further from the river?*

*By Government decree there will be no new Public Footpaths created after 2026.*

**Hazardous Waste Days at Recycling Centres** *The next household hazardous waste days will take place across several weekends in September and October 2019. 11th, 12th and 13th October 9am-4pm – Ketteringham Items accepted during household hazardous waste days Aerosols – full or part-full •Car chemicals such as anti-freeze •Fire extinguishers •Garden pesticides and fertilizers – both liquid and powder form •Household chemicals and cleansers – both liquid and powder form. eg carpet cleaner, furniture polish, old bottles of bleach etc •Paint – including water-based and solvent-based paint •Photographic chemicals •Wood preservatives, treatments and varnishes **Items not accepted** during household hazardous waste days -Ammunition, explosives or marine flares •Asbestos •Commercial (or business, or trade) hazardous waste •Fireworks •Gas canisters (full or part-full) •Petrol, diesel or any other fuel*

9. Clerk seeks approval to amend Standing Order 3(d) to delete highlighted sentence.  
‘The period designated for public question time at a meeting shall not exceed 15

minutes unless directed by the chairman of the meeting. **During this period questions will be heard concerning items already on the agenda'.**

Reason -The current wording prevents residents from raising any issues.

***The following quotation from the standing orders will be added to the agenda 'A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given or that an item is added to the agenda for the next meeting'.***

10. Public Question Time not exceeding 15 minutes unless directed by the chairman of the meeting. ***Issues raised were what progress on moving the '30' sign further up the hill on Bramerton Road towards the beginning of the village – VT to follow up with NCC. Tourists causing parking disruption for parishioners attending church services. Footpaths (See item 8 above) and NCC requiring removal of styles in fields where cattle graze.***
11. Finance – To authorise payments/cheques – ***Salaries and expenses for Clerk, Booking Clerk/Cleaner, Groundsman £455.55, HMRC PAYE £222, Orange Fox Electrical £63.00 Campaign for the Protection of Rural England subscription £36.***
12. Footpaths – ***Boardwalk to remain closed see item 8 above.***
13. Tree Planting – Identify areas for planting – ***No areas were identified.***
14. Parish Hall access – Key holder options. Requests have been made from regular hirers to hold keys to the Parish Hall. Currently there are 7 key holders. ***Councillors agreed all hirers must be treated equally and if requested keys (subject to a charge for key cutting) will be provided. Key holders will sign for and return keys promptly if their sessions cease. Key holder will have a key to the main door and one for a key cabinet installed in the hall containing other keys they may require.***
15. Maintenance Plan – Progress – JB – ***This item held over to the next meeting***
16. Correspondence/Emails circulated – ***Letter from Age UK requesting a donation was replied to by clerk advising that donations are considered in March each year.***
17. To note items for inclusion on the next council agenda – ***Maintenance Plan***
18. The date of the next meeting was confirmed as ***15 October 2019***
19. ***The meeting closed at 9:30***