

SURLINGHAM PARISH COUNCIL

Minutes of the meeting held on 19 November 2019

Present: Councillors Richard Atkins, John Broom, Will Mack, Phil Reeve, Pat Scowen and Dave Swinborne. Clerk Janet Rogers and 5 members of the public

1. **Welcome by the Chairman**
2. **Apologies and approval of absences** – Councillor Stiff and Councillor Thomson
3. **Declarations of Interest** - None
4. **To approve as accurate the minutes of the meeting on 15 October 2019** - Approved
5. **Matters arising from the minutes;**
Item 7 SAMs machine timescale and locations – see item 14b, Bird Guards installed - Councillor Stiff to confirm, Letter to the Broad Authority management of the staithe – Clerk to action asap.
6. **Progress report for information on items not on the Agenda:** Councillors/Clerk
 - a. New Road update – The owner of the field has been identified and will clear the equipment on Thursday 21 November 2019. The owner's agent will then secure the field. The SPC's sign has been removed and the police have been informed. **Vat** claim made for £394 up to 31 October 2019
 - b. Broads Authority Parish Forum – Councillors Atkins and Broom attended and reported that the meeting was primarily for the Broads Authority and parishes to gather ideas and share best practice as to how the carbon footprint on the area could be reduced. There was discussion on the tolls for boat owners.
 - c. NALC Mini Conference – Councillor Scowen attended and reported that George Freeman MP for Mid Norfolk gave an interesting talk on demand lead transport and Tim O'Riordan OBE DL FBA Emeritus Professor of Environmental Sciences at the University of East Anglia spoke about climate change. He will also be at a meeting on 28 November 2019 at the Margaret Mack Room in Rockland St Mary.
 - d. Surlingham Staithe – Councillor Scowen reported that the botanist had as yet not been to the staithe. She submitted a copy of the original 1996 management plan to be circulated to councillors for consideration at the next meeting.
7. **To receive reports from the County and District Councillor** - Councillor Thomson did not attend and sent belated apologies
8. **Public Question Time not exceeding 15 minutes unless directed by the chairman.**
Mr Mitchell pointed out that repairs had been completed to the bus shelter on The Common. He asked if the Parish Council would consider covering the cost of the materials as a token of their appreciation of Mr Ferrey carrying out the work. – Agreed
Mr Mitchell also asked if there was any mention at the Broads Forum of charging tolls on canoes and kayaks? The chairman replied that it wasn't mentioned.
9. **Footpath Surlingham FP1** – Footpath Surlingham FP1 – Councillor Atkins submitted a comprehensive report on FP1 Outlining his meeting with the Broads Authority Waterways and Recreation Officer. The footpath is still showing as a public footpath on NCC definitive map. This will be followed up by the Waterways and Recreation Officer. The permissive path agreement with the Broads Authority was a management agreement and has expired. Councillor Atkins provided estimates of the cost to reinstate sections badly eroded. He will report back when the status of the path

has been clarified. If the path is to be repaired, he hoped the village would get involved with fundraising and/or providing labour to reinstate the path.

10. **To agree Budget and increase in Precept 2020/21** – Budget and 5% increase Agreed
11. **Consider and approve quotes for equipment for Play Park** – Councillors considered the quotes from the three contractor to be too high and will now investigate the cost of carrying out the work themselves. Clerk to obtain Specifications for equipment from ROSPA and circulate to Councillors.
12. **Finance** – To authorise payments/cheques – Salaries and expenses for Clerk £316.05, Booking Clerk/Cleaner £105. Rent for Allotment £5, Surlingham Burial Ground £250, Surlingham Primary School field £250. Retrospective Debit Card Payments, Toilet Tissue (48 double rolls) £31, Ink Cartridges £8.87, Steam Cleaner and cleaning solution £58.38. - Authorised
13. **Maintenance Plan** – Progress – Councillor Broom asked that this item be held over to the next meeting.
14. **Correspondence To consider/respond**
 - a. Norfolk Fire & Rescue Service's draft Integrated Risk Management Plan
Councillor Scowen asked that the clerk respond that Page 15 of the consultation document titled Norfolk Community risk profile did not include increasing flood levels caused by rivers.
 - b. Resident's email regarding speeding on The Green – the Parish Council responded as follows:

Council meetings are open to the public and residents are welcome to attend to discuss any issue that is important to them. If the concerns cannot be addressed by the Parish Council, the appropriate agency will be approached for advice and guidance to try to resolve the matter.

Parish Council regularly lobbies Norfolk County Council regarding traffic issues. To date the Parish Council has;

- Purchased the Speed Activated Monitoring System (SAMS)(2014) – currently managed by Mr & Mrs Burton. NCC authorised the following sites.

Mill Road	Northern junction of The Croft on bend warning sign – facing either direction
School Lane	South of school on school warning sign – facing south
Walnut Hill	Opposite Fetherston House on bend warning sign – facing east
	North of Surlingham Lodge on 30mph repeater – facing south
	South of Surlingham Lodge on bend sign – facing north
The Green	Opposite No26 on 30 mph repeater – facing either way
The Street	Opposite No16 on 30mph repeater facing either way

Under the Statement of Memorandum between the Parish Council and Norfolk County Council the system must not be left for more than 4 weeks at a location and not return to that location within 8 weeks.

- considered installing village 'gates' – NCC advise the verges are not wide enough
- tried to make the whole village 30mph – NCC advise sections currently at the national speed limit do not meet the criteria despite accidents on Ferry Road

- asked for volunteers to train and organise a Neighbourhood Speed-watch group – Not enough people interested
- made wheelie bin stickers available - funded by NCC
- asked the school children to design signs – funded by NCC who advised on sites
- Currently outstanding with NCC;
A request to NCC to extend the 30mph on Bramerton Road
A final decision by NCC on Ferry Road speed limit

Mrs Burton has asked for a new site for the SAMs between 41 and 43 The Green. NCC have approved the site and quoted £325 to complete the work. This will be considered by the council at the next meeting.

The Council asks that the Clerk be notified when the system is moved to enable meaningful data to be collected that is specific to each location.

The Speed Watch is the one option that other parishes have shown to make a difference. Information collected by the speed watch team is fed back to the Police and action taken against drivers.

The council feels that it has demonstrated that parishioners are listened to. Traffic Calming is included in the 'Powers and Duties' of the Parish Council however, all changes must be agreed by NCC.

- c. Broads Society Invitation to join their committee – Councillor Atkins agreed to attend
- d. For information only the number of emails (29) circulated to Councillors this period

15. To note items for inclusion on the next council agenda

Parish Maintenance Plan – JB

Completion of the Precept Application

Consider the 1996 Maintenance Plan for the Staithe

16. To confirm the date of the next meeting 17 December 2019

The meeting closed at 9:30p.m.