

**Surlingham Parish Council**  
**Minutes of the meeting held 15 March 2022**

Present: Councillors John Broom, Pat Scowen, Dave Swinborne, Phil Reeve, Janet Rogers Parish Clerk, County, and District Councillor Vic Thomson and four members of the public.

1. Welcome by the Chairman Councillor Broom – Councillor Broom welcomed opened the meeting.
2. Apologies and approval of absences – Councillor Atkins sent his apologies
3. Declarations of Interest – There were none
4. To approve as accurate the minutes of the meeting on 15 February 2022 - **Approved**
5. Matters arising from those minutes - **Item 8 SAMs Data** the data for The Green has been posted on Surlingham.org. Mr Ford confirmed he will arrange to post the information in future. Overall, there were some 9775 vehicles recorded with approximately 15% exceeding the speed limit. There appears to be a minority of drivers (13) recording speeds of 50 to 70 mph.
6. Co-option of Councillor(s) – One applicant - Chair invited Pamela Wilson to join the Council. One vacancy remains.
7. Progress report for information on items not on the agenda: Chairman/Councillors/Clerk  
**Clerk** – Reminder to councillors that accounts are due to be audited at the end of the month and turnover has exceeded £25k due to the £8k paid to us in error by SNDC. Therefore, an external audit with a cost in the region of £240 would apply. **Action: Clerk to investigate if the error should be included a turnover.**  
**Parish Hall** – The hall will be closed week beginning 11 April 2022 for one week to allow the floor to be sanded and sealed at a cost of £1365 net. Groups have been notified. The store needs to be cleaned and organised before the floor is sanded.  
**Action: Councillors meet at hall on Saturday April 9<sup>th</sup>.**  
**Councillor Atkins sent a report**  
**Staithe** – Work to clear back scrub completed. No further work planned as birds are Nesting. The missing life ring has been found which I have retrieved for use as a spare should the one provided by the parish gets lost. The WI bench has been vandalised. Two seat planks have been broken off. I found one floating in the Dyke which I put near the dinghy – **Action: Councillor Reeve will repair.**  
**Footpaths** The RSPB have topped up the stone infill on the FP1 repair and this section is now in good order. The junction of FP1 and FP3 still in disrepair. There have been two accidents here to my knowledge already. Previously flagged to Councillor Thomson to escalate with NCC. **Action: Councillor Thomson to follow-up**  
**Wherryman's Way repairs.** New Broads Authority recreation officer scheduled to be in post early April. Councillor Thomson has been asked to convene meeting with NCC, Bramerton and Surlingham PC leads. **Response: Yes once funds have been confirmed later in March.**  
**Foodbank** - The foodbank has been positioned at the Parish Hall. The PC are requested to purchase a sign to ensure that its easily visible from the road. Details to be sent from Louise to Janet. Cost Inc Vat is £31.36. It is planned for the Food Bank to be fully operational in April.





**Action: Clerk has a quote for similar size and design £5.50. Councillors agreed to proceed.**

**Co-opted Councillor - Welcome to Pam.**

8. To receive reports from the County and District Councillor – Full reports on Surlingham.org covering: Recycling, levelling up, Scams, Bus Improvement Plan, Registering electrical appliances. Decarbonising the Broads and much more.
9. Queens Jubilee Grant – Applicants – Three applications had been received from Coldham Hall, The Ferry House and St Mary's Church. There is one grant of £200 Councillors suggested providing additional funds to enable each applicant to receive £100 - **Agreed**
10. Public Question Time 15 minutes unless directed by the chairman of the meeting. 1) still no action by SNDC re position of stock shelters at the Manor positioned close to nearby properties. 2) Pleasing display of daffodils near the Manor as you enter the village.
11. Community use of School Field – NCC deny any formal agreement is in place and suggest a ease with Sapientia is the only option. Councillors agree a lease is the option However, they wish NCC to confirm the has always been an 'arrangement' to safeguard the use of the field in the long-term future e.g., after Sapientia's lease expires. **Action: Councillor Scowen and Clerk to draft response to NCC.**
12. Donations – Requests for donations from Citizens Advice, Elevensays and Priscilla Bacon's new Hospice at the N&NUH. £100 donated to Elevensays - **Agreed**
13. Finance – Payments to authorise - R Hardingham £126.67, J Rogers £375.91, HMRC PAYE £258.20, SNDC Dog waste collection £267.84, NALC Subscription £176.75. Retrospective payments via debit card/paypal - Viking Tableware £426.26, Tea Towels 38.99, Paper Hand Towels £21.85, Ink Cartridges £15.30, Plastic beakers £21.76, Zoom £14.99. The Chairman asked if the Zoom subscription should be cancelled - **Agreed**
14. Date of next meeting 19 April 2022 which will be the Annual Parish Meeting where village groups and organisations will be invited to give an update on their activities. Only urgent Parish council business will be conducted.

