



# Starston Parish Council

Parish Clerk: Mrs Libby Alexander, Bush Green Farm Cottage, Pulham Market, Norfolk, IP21 4YB Tel: 07943 279946 Email: starstonparishcouncil@yahoo.co.uk

## **Minutes of Starston Parish Council Meeting held in the Jubilee Hall at 7.30 pm, Monday 17<sup>th</sup> January 2022**

**Present:** Cllr P Astor, Cllr S Griffin, Cllr J Broadhurst, Cllr F Fitch, Cllr L Cave and Cllr A Leitch, Cllr A Knowles

**Clerk to the Parish Council:** Libby Alexander

**County Councillor:** Cllr C Hudson

**Members of the public:** 0

**2022/1**      To consider accepting apologies for absence.

**Apologies received from Cllr M Wilby.**

**2022/2**      To receive any declarations of personal or prejudicial interest from members on any item to be discussed and consider any dispensations.

**No declarations were made.**

**2022/3**      To approve and sign the minutes of the meeting held on 15<sup>th</sup> November 2021.

**Resolved to approve the minutes as an accurate record of the meeting and for them to be signed by the Chairman.**

**2022/4**      The Clerk to provide an update on the matters arising from the minutes of the last meeting and provide any other information on actions that have been undertaken since the last meeting.

- Draft Minutes from November meeting written and uploaded to village website.
- Parish Council pieces for the January and February editions of Pigeon Post written.
- Continued liaising with Richard Hitchman and Fiona Davies re village sign.
- Amendments made to the Parish Council area of the village website as required for 2022.
- Highways issues (roads, signs and fly-tipping) reported to Council.
- Completed CIL Report for SNDC.

**2022/5**      To receive reports on matters of interest to the parish from District and County Councillors.

**Resolved for the meeting to be closed to allow reports from the District and County Councillors.**

The County Councillor, Cllr M Wilby, had sent his report in advance of the meeting and it had been circulated to all members. See Appendix 1.

The District Councillor, Cllr C Hudson, reported the following:

- Appreciation was expressed to the South Norfolk waste collection team on their efforts over the Christmas period.



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- The Starston draft Neighbourhood Plan had been accepted and adopted by South Norfolk Council and now moves to the next stage of being examined by an independent examiner.
- The South Norfolk Budget was currently open for consultation with a decision likely in February. Any comments should be passed to Cllr C Hudson or Cllr M Wilby.
- A petition had been started to allow a choice of in-person, remote or hybrid Council meetings in the future. South Norfolk is in support of this.
- A reminder was given that South Norfolk has a help hub that is open 7 days a week for any resident facing financial difficulties or difficulties in general.
- There is to be consultation with parish councils and residents about a potential move of the South Norfolk offices from Long Stratton to Broadland Business Park. There would be more information on this in the coming weeks.
- Rural broadband was still being delayed despite a huge amount of work having been done. The situation was continuing to be monitored.

## **Resolved for the meeting to be reopened.**

**2022/6**      Parishioner open forum.

## **Resolved for the meeting to be closed.**

A resident had contacted the Clerk prior to the meeting requesting a hard copy of the Neighbourhood Plan that had been submitted to South Norfolk following the public consultation period.

Noted, and Cllr P Astor agreed to action.

*Action: Cllr P Astor*

A resident had contacted the Clerk and raised concerns that building work was being undertaken at a property on Wood Lane for which planning permission had not been sought.

Noted and agreed for the Clerk to contact the relevant officer at South Norfolk.

*Action: The Clerk*

## **Resolved for the meeting to be re-opened.**

**2022/7**      To receive and ratify matters relating to the finances including the following:

a) Clerk's time sheet for November 2021-January 2022

**Unanimously agreed.**

b) Finance Statement for November 2021-January 2022 and agree Councillor authorisation for payments. See Appendix 2.

**Unanimously agreed.**



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## **2022/8**      To present and review budget and agree on the Precept payment 2022/23.

It was reported that a working party consisting of Cllr L Cave, Cllr P Astor and the Clerk had met and reviewed in detail the budget for 2022-23 and the precept payment required to cover the Parish Council's budget. A 0% increase on the previous year's precept was proposed.

A question was raised as to whether any public funds or grant money would be available to parishes for the Queen's Platinum Jubilee. It was noted that historically South Norfolk has provided some monies (circa. £250) for these types of community celebrations and it was considered likely that this would be the case again.

**Unanimously agreed and resolved that there would be a 0% increase on the precept, and it would be set at £6,716 as per the previous year.**

## **2022/9**      To receive and consider grant requests:

- a) A contribution of £100 towards free car parking in Harleston from Redenhall and Harleston Town Council.

**Unanimously agreed to pay £100 contribution towards the free car parking in Harleston.**

- b) A contribution of £400 to operational running costs (electricity) from the Jubilee Hall.

**Unanimously agreed to award a grant of £400 to the Jubilee Hall.**

- c) A contribution to maintenance of the churchyard from Starston PCC.

**Unanimously agreed to award a grant of £500 to Starston PCC.**

*Action: The Clerk*

## **2022/10**      To consider matters relating to village maintenance, PROW and Highways.

Cllr J Broadhurst reported that she had placed an article in the Pigeon Post asking for help from residents to replace footpath signage. Cllr J Broadhurst would report back on responses at the next meeting.

*Action: Cllr J Broadhurst*



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Cllr P Astor also noted that the Pigeon Post had published an article setting out the uncertain future of the village website, with the current website manager retiring at the end of March and payments for the registration of the domain name and the server hosting agreement due in July. While it is unquestionably desirable to have a broad-based village website, there is a legal requirement for the Parish Council to disseminate relevant information in an accessible way. Cllr Astor would report on any progress at the next meeting.

*Action: Cllr P Astor*

**2022/11**      To receive an update on the Neighbourhood Plan.

Cllr P Astor reiterated that, following the agreement at the last meeting, the independent consultant had submitted the final draft Neighbourhood Plan to South Norfolk Council. The Plan would now be considered by an independent examiner to review in detail.

**2022/12**      To receive an update from the Emergency Plan Co-ordinator.

Cllr J Broadhurst confirmed that 'Welcome Packs' were being updated and compiled by the Clerk to be sent out to new residents, which Cllr Broadhurst would distribute.

*Action: Cllr J Broadhurst and The Clerk*

**2022/13**      To receive an update on the 'Queen's Green Canopy' and any other tree planting matters.

Cllr P Astor reported that he had attended a meeting with Peter Grimble, from the Glebe Meadow Management Group, and the South Norfolk tree officer, Imogen Mole, regarding the felling of two ash trees on the Glebe Meadow. There had been agreement at that meeting that a small-leaved lime tree would be an appropriate tree to plant in the same area to mark the Queen's Platinum Jubilee.

Cllr Astor also reported that there may be grants available from Norfolk County Council towards conservation and biodiversity projects which could be explored further.

Cllr F Fitch recalled a scheme under which every household could be presented with a fruit tree to plant. Cllr P Astor agreed to revisit the matter.

*Action: Cllr P Astor*

**2022/14**      To consider plans to mark the Queen's Platinum Jubilee in 2022, including possible participation in the Jubilee Beacons initiative.

Cllr P Astor reported that a steering group of representatives from different organisations within the village was being convened to make plans for celebrating the Queen's Platinum Jubilee. It was agreed that Cllr Astor and Cllr A Knowles would represent the Parish Council.

Cllr Astor noted the national proposal that the lighting of beacons would take place on Thursday 2<sup>nd</sup> June and community street parties (in our case probably a village lunch or tea party) would be held on Sunday 5<sup>th</sup> June.



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**2022/15**      To consider any planning applications received.

None received

**2022/16**      The Clerk to provide and receive items for the next agenda, and confirm the date and time of the next Parish Council meeting, to be held on 21<sup>st</sup> March 2022 in the Jubilee Hall at 7.30pm.

**Date noted.**

Meeting closed at 9.30pm.



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## **Appendix 1**

Norfolk County Council's Adult Learning are establishing a new construction programme, with a series of 6-week courses that will help Norfolk residents lay the foundations for their construction career. The courses will run in the construction workshop at Wensum Lodge in Norwich and include Carpentry and Joinery; Bricklaying; Painting and Decorating; Plastering; and Tiling. For those interested in learning more about a career in construction, there is a 'Pathway to Construction' course that will explore the types of job role, help with building a CV, and guest speakers from local industry experts. To find out more visit [www.norfolk.gov.uk/construction](http://www.norfolk.gov.uk/construction)

Rotarians from across Norfolk have fundraised to donate lifesaving smoke alarms for residents across the county. £3,370 was raised by the Norfolk Rotary Smoke Alarm Project and was given to the Norfolk fire and Rescue Service, which fits smoke alarms in the homes of vulnerable residents as part of its fire prevention work. The donation will enable the service to buy 650 more smoke alarms, which are fitted by the fire service's community safety team and by crews around the county. One of the Rotary groups involved was Harleston Round Table so a big thank you to them. Anyone wishing to request a free home fire safety visit should contact the Norfolk Fire and Rescue Service via the NCC website.

NCC has welcomed additional Government support for adult social care's Covid response. The minister for care Gillian Keegan has announced an extra £60 million for councils, to support the adult social care response to Covid 19 and the Omicron variant. NCCs share of the grant is £600,000 which will be used to target care providers and family carers, to maintain social care services in the community and to support staffing issues caused by higher levels of sickness caused by the COVID omicron wave. The Harleston vaccination centre continues to deliver the Booster jabs for us all and I would like to thank the staff and volunteers manning this centre for their outstanding work.

### Parish Partnership Scheme

Each year local councils are invited to submit bids for highway improvement schemes. For 2021/22 the fund is £350,000 with Norfolk County Council funding 50% of the cost of successful bids. With a very welcome possible addition of £39,000 contribution from Safety Camera Partnership (Norfolk and Suffolk Constabularies) towards speed activated signs (subject to confirmation of bid). Town and parish councils contribute the balance. There is an upper limit on NCC funding support of £25,000. Some examples of schemes and projects covered are ; Speed Awareness Message signs (SAM2), School Keep Clear markings, Trod footway (low-cost footpath), Bus Shelters and Village gateways.

The annual budget setting meeting will take place at County Hall, Norwich on Monday 21<sup>st</sup> of February. At this meeting following feedback from the recent consultation the council tax and spending for 2022-23 will be agreed.



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All county councillors have been offered a tree to plant from our tree officers and I choose to plant a Sweet Chestnut (*Castanea sativa*) tree in my meadow. The Sweet chestnut was introduced into the UK by the Romans for its nuts, but it is now recognised as an 'honourary' native tree. The flowers provide an important source of nectar and pollen for bees and other insects. Many micro-moths feed on the leaves and nuts. As a mature tree it will give a lot of welcome shade and shelter for future generations.

Best Wishes  
Martin



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## Appendix 2

### January 2022 Finance Sheet

#### Payments November 2021-January 2022

Date	Payee	Description	Gross	Net	VAT Paid
26-Nov-21	Mrs L Alexander	Clerk's Wages (November)	258.60	258.60	
22-Dec-21	Mrs R Leggett	Neighbourhood Plan Stage 5	1440.00	1440.00	
31-Dec-21	Mrs L Alexander	Clerk's Wages (December)	258.80	258.80	
31-Dec-21	Unity Bank	Bank Charges	18.00	18.00	
	<b>Total Spent</b>		<b>1975.40</b>	<b>1975.40</b>	

#### Receipts November 2021-January 2022

Date	Payer	Amount	Notes
22-Dec-21	Norfolk ALC	40.00	Course refund
		<b>40.00</b>	

#### Payments Due

Date	Payee	Description	Gross	Net	VAT Paid
28-Jan-22	Mrs L Alexander	Clerk's Wages (January)	258.60	258.60	
	<b>Total Spent</b>		<b>258.60</b>	<b>258.60</b>	





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Running Total:

5-Nov-21		Running Total			
Current Account	18334.35	B/F	18334.35	Current Account	7187.82
		Income	40.00		
		Expenditure	1975.40		
		Members Ward	300.00		
		CIL	1,643.38		
		NCF Covid Grant	1,000.00		
		Neighbourhood Plan	6612.74		
		Laptop	155.01		
<b>Total</b>	<b>18334.35</b>	<b>Total</b>	<b>7187.82</b>	<b>Total</b>	<b>7187.82</b>