



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 21st March 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

2022/17 To consider accepting apologies for absence.

Apologies received from Cllr M Wilby.

2022/18 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.

2022/19 To approve and sign the minutes of the meeting held on 17th January 2022.

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

2022/20 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 January meeting written and uploaded to village website.
- Parish Council piece for the March/April editions of Pigeon Post written.
- Started preparation of accounts for year end for Internal Auditor.
- Continued liaising with Richard Hitchman and Fiona Davies re village sign – Richard aiming to have his part done by April.
- Amendments and updates made to the Parish Council area of the village website as required.
- Contacted Enforcement Team at SNDC re building work on Wood Lane, visit scheduled.
- Precept figure submitted.
- Grant from SNDC for Queen's Jubilee Celebrations applied for.
- Grants to Harleston Town Council, Starston Jubilee Hall and Starston PCC paid.
- Starston 'Welcome Packs' updated and prepared ready for distribution to new residents.

2022/21 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.



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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:

- A £200 grant was available from South Norfolk Council for all Councils towards community events to celebrate the Queen's Platinum Jubilee.
- South Norfolk Council events to celebrate the Jubilee will include a treasure hunt which will incorporate Diss and Harleston.
- Harleston Town Council street works will be commencing in the spring.
- Road closures were occurring locally due to County Broadband installations. There had been some early teething problems with resident installs but these were being resolved.
- There had been a number of ASB issues in The Pulhams, including damage to the church in Pulham St Mary. This had resulted in the Neighbourhood Police Team being more actively engaged and present in the community.

Resolved for the meeting to be reopened.

2022/22 Parishioner open forum.

Resolved for the meeting to be closed.

A resident had contacted the Clerk prior to the meeting raising concerns about the Starston Neighbourhood Plan Regulation 16 consultation process.

Noted, and Cllr P Astor agreed to respond.

Action: Cllr P Astor

Resolved for the meeting to be re-opened.

2022/23 To receive and ratify matters relating to the finances including the following:

a) Clerk's time sheet for January-March 2022

Unanimously agreed.

b) Clerk's Expenses Form 2021-22.

Unanimously agreed.

c) NALC Pay increase to Clerk's salary 2021-22.

Noted.

d) Finance Statement for January-March 2022 and agree Councillor authorisation for payments. See Appendix 2.

Unanimously agreed.



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2022/24 To agree Mrs Christine Hall as the Council's Internal Auditor for financial year ending 2021/22.

Unanimously agreed and resolved to appoint Mrs Christine Hall as the Council's Internal Auditor for the year ending 2021/22.

2022/25 Development of 2022-23 Parish Council Action Plan.

Unanimously agreed and resolved for the Clerk to update and amend the Action Plan for 2022-23.

Action: The Clerk

2022/26 To consider participation in The Big South Norfolk Litter Pick 2022.

Unanimously agreed and resolved for a community litter pick to be held on Saturday 7th May 2022. Cllr A Knowles (Litter Pick Co-ordinator) and the Clerk to liaise and make arrangements.

Action: Cllr A Knowles & The Clerk

2022/27 To consider matters relating to village maintenance, PROW and Highways.

Cllr P Astor confirmed that a structural survey was to be carried out on the bridge following the tree falling and damaging it in the winter gales.

It was noted that the footbridge that had got washed down-stream in the December 2020 floods had still not been pulled out of the Beck.

Cllr J Broadhurst confirmed that she had received some responses from residents offering help to replace footpath signage which she would follow up. Cllr Broadhurst also agreed to contact the Farm Manager at Gawdy Hall Estate again to put up the permissive path signs.

Action: Cllr J Broadhurst

Cllr L Cave reported a large pot hole on Wood Lane and fly tipping on Green Lane. Cllr A Leitch had also informed the Clerk of further fly tipping on Rushall Road. The Clerk confirmed she would report to the appropriate authorities.

Action: The Clerk

It was noted that it is not a permissive footpath on the water meadow alongside the Beck and it was suggested that the Landowner should be written to as to whether this could be made possible.

It was noted that there is only one key held by a resident for the gate on Bunn's Lane and it would be beneficial to have a further key held by the Parish Council. Cllr P Astor agreed to progress this matter.

Action: Cllr P Astor



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2022/28 To receive an update on the Neighbourhood Plan.

Cllr P Astor reported that the consultation period had now come to an end and that the plan, and any comments, were being reviewed by an independent examiner.

2022/29 To receive an update from the Emergency Plan Co-ordinator.

Cllr J Broadhurst confirmed that 'Welcome Packs' had been updated and were ready to be distributed to new residents. The 'Welcome Pack' included the opportunity for new residents to be added to the Emergency Plan.

2022/30 To receive an update on the 'Queen's Green Canopy' and any other tree planting matters.

Cllr P Astor reported that a tree to commemorate the Queen's Platinum Jubilee had been planted in the Glebe Meadow. This would be formally 'unveiled' during the Jubilee celebrations on 4th June.

Cllr F Fitch had previously commented that it would be desirable for all residents to receive a fruit tree for the Jubilee. Cllr Astor reported that free trees were available from the Woodland Trust, but only for schools and communities. He further noted that trees were available to buy via the Woodland Trust website.

2022/31 To receive an update on the plans to mark the Queen's Platinum Jubilee.

Cllr P Astor reported that two meetings of the steering group made up of representatives from different organisations within the village had taken place and plans were beginning to take shape as follows:

- Thursday 2nd June – Lighting of the beacon on the Glebe Meadow.
- Saturday 4th June – Community 'street' party with live band.

It was agreed that Cllr Astor, on behalf of the Parish Council, should send a message of loyal greetings and congratulations to the Queen, which may get a response that could be read out as part of the celebrations.

Action: Cllr P Astor

2022/32 To consider any planning applications received.

None received

2022/33 The Clerk to provide and receive items for the next agenda, and confirm the date and time of the next Parish Council meeting, including the AGM, to be held on 16th May 2022 in the Jubilee Hall at 7.30pm.

Date noted.

Meeting closed at 9.10pm.



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Appendix 1

Norfolk stands ready to welcome Ukrainian refugees fleeing the conflict in their country, the leader of the County Council has pledged. Andrew Proctor (leader of the council) told a meeting of County Halls cabinet that the humanitarian cost was “truly horrific and it would only get worse”. He said: “Norfolk County Council stands ready to help Ukrainian refugees wherever we can, working with the UK government to support its settlement programme. In the meantime our people from Abroad Team are making preparations for refugee settlement in our county”. We are advising the best way for our residents to help is to make cash donations to agencies like the Red Cross and Disasters Emergency Committee Ukraine appeal. Visit www.norfolk.gov.uk for up to date information.

Well done to Terry Pegg and the Harleston and District Royal British Legion for holding the memorial service on March 9th to commemorate the seven young men that lost their lives in the two aircraft crashes in 1942. It was good to see so many people attending the service at the War Memorial remembering those brave young men. It reminded me of my father who flew the Wellington Bomber during World War 2.

Adult Learning operates at the cutting edge of the further education sector and successfully secured over £1 million of new funding to Norfolk in 2021, firstly as a sector lead in the use of technology in education and, secondly to enable the implementation of a new construction and environmental curriculum, responding directly to the needs of Norfolk's economy. The funding will enable the service to establish two new construction training hubs in Norwich and King's Lynn that respond directly to the future skills needs of the county, with a real emphasis on skills that support a green and sustainable economy. Adult learning continues to provide a wide range of innovative learning programmes that Norfolk residents both welcome and benefit from. With the delivery of 50% of courses online, the service has developed a sustainable delivery pattern, combining online with a local physical presence through the development of training venues in libraries.

We established the Parish Partnership scheme to give local communities the opportunity to directly influence the programme of small highways improvements. This year's Parish Partnership scheme will see 153 small local schemes, delivering what communities tell us they need. This includes trods, village gateways, bus shelters and vehicle activated signs. The way the programme is funded, with Town and Parish Councils making a contribution, means that we can more than double the impact of the funding we make available. This year, our proposed contribution of £674,739 and a Safety Camera Partnership contribution of £62,744 to this local investment programme, will support the delivery of schemes totalling £1,493,057.

Younger residents from across Norfolk will get the chance to learn vital skills with the welcome return of children's safety programme Crucial Crew. Crucial Crew is a multi-agency safety education event for year 6 children across Norfolk. The programme involves the RNLI, Norfolk Constabulary and HM Coast Guard to stage fun, engaging and informative safety events for students to learn about safety but experiencing risk in a safe, controlled environment. Cabinet member Margaret Dewsbury said, “Crucial Crew offers valuable, educational resources from public sector experts for local children which will help keep them safe in years to come. We are so pleased to be able to return to face-to-face events as these prove to be invaluable to Norfolk's children.

Best Wishes
Martin



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Appendix 2

March 2022 Finance Sheet

Payments January-March 2022

| Date | Payee | Description | Gross | Net | VAT Paid |
|-----------|------------------------|----------------------------------|----------------|----------------|----------|
| 01-Feb-22 | Mrs L Alexander | Clerk's Wages (January) | 258.60 | 258.60 | |
| 31-Dec-22 | Mrs L Alexander | Clerk's Wages (February) | 258.60 | 258.60 | |
| 07-Mar-22 | Starston PCC | Grant for Churchyard Maintenance | 500.00 | 500.00 | |
| 07-Mar-22 | Jubilee Hall | Grant for Hall Maintenance | 400.00 | 400.00 | |
| 07-Mar-22 | Harleston Town Council | Grant for Car Parking | 100.00 | 100.00 | |
| | Total Spent | | 1517.20 | 1517.20 | |

Receipts January-March 2022

| Date | Payer | Amount | Notes |
|------|-------|--------|-------|
| | | | |
| | | | |

Payments Due

| Date | Payee | Description | Gross | Net | VAT Paid |
|-----------|--------------------|--------------------------------------|---------------|---------------|----------|
| 25-Mar-22 | Mrs L Alexander | Clerk's Wages (March) | 258.60 | 258.60 | |
| 31-Mar-22 | Unity Bank | Bank Charges (5 Dec 2021-4 Mar 2022) | 18.00 | 18.00 | |
| 01-Jun-22 | Norfolk ALC | Annual Subscription 2022/23 | 113.62 | 113.62 | |
| | Total Spent | | 390.22 | 390.22 | |



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Running Total:

| 31-Dec-21 | | Running Total | | | |
|-----------------|-----------------|--------------------|----------------|-----------------|----------------|
| Current Account | 16398.95 | B/F | 16398.55 | Current Account | 5170.62 |
| | | Income | 0.00 | | |
| | | Expenditure | 1517.20 | | |
| | | Members Ward | 300.00 | | |
| | | CIL | 1,643.38 | | |
| | | NCF Covid Grant | 1,000.00 | | |
| | | Neighbourhood Plan | 6612.74 | | |
| | | Laptop | 155.01 | | |
| Total | 16398.95 | Total | 5170.62 | Total | 5170.62 |