



Starston Parish Council

Parish Clerk: Mrs Libby Alexander, 25 Hill Farm Road, Long Stratton, Norfolk, NR15 2WA
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 November 2022

Present: Cllr P Astor, Cllr S Griffin, Cllr A Knowles, Cllr A Leitch, Cllr K O’Keeffe and Cllr J Broadhurst

Clerk to the Parish Council: Libby Alexander

Members of the public: 0

2022/87 To consider accepting apologies for absence.

No apologies received.

2022/88 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.

2022/89 To approve and sign the minutes of the meeting held on 3rd October 2022.

Cllr A Leitch suggested including briefly in Minutes Reference 2022/79 the grounds on which Councillors had rejected the idea of promoting various circular footpaths, as had occurred at Denton to mark the late Queen’s Platinum Jubilee; the reasoning might be of assistance in the future if a similar proposal were to come before the Council.

Cllr Leitch also corrected the wording of Minutes Reference 2022/80, in that South Norfolk could ‘approve’ not ‘adopt’ the Neighbourhood Plan.

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

2022/90 Correspondence received – Resignation of Cllr F Fitch

Resolved for the Clerk to advise South Norfolk Council of the vacancy.

Action: The Clerk

2022/91 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 October Parish Council Meeting written and uploaded to village website.
- Parish Council report for the December edition of Pigeon Post written.
- Progressed process of adding of Cllr A Knowles to Bank mandate.
- Amendments and updates made to the Parish Council area of the village website as required.
- Reported Highway issues online with SNDC and enquired jhabout Deer Control Policy.
- Submitted a neutral response to the planning application at Beck Barn.
- Signed up to the Civility and Respect Pledge.



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- Continued CILCA Course.

Cllr P Astor reported that he had been in touch with the relevant landowner with respect to the condition of the Wind Pump. It was noted that this was not strictly a Parish Council matter, but the landowner was happy to discuss it with the resident who had expressed concern.

Cllr Astor also reported that he had been in touch with Cllr M Wilby at Norfolk County Council regarding the possibility of designating Low Road, Hallwong Lane and Dicky Hill as 'Quiet Lanes'. Cllr Wilby noted that the Council no longer supported the mandatory scheme, but confirmed that Quiet Lane marker posts could still be installed, and that this was something that might attract 50% funding support under the Parish Partnership Scheme.

Unanimously agreed that the Clerk should progress an application under this scheme.

Action: The Clerk

Cllr Astor confirmed he was liaising with the Council about a meeting to discuss installation of dog waste bins on the Beck Hall Meadow.

2022/92 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.

Cllr Wilby also added that he was pleased to see the planning application at Thurlings Farmhouse had been approved. He also confirmed that the gritters had been out the previous night for the first time this winter.

The District Councillor reported the following:

- The South Norfolk Council office at Long Stratton had now closed and had relocated to Yarmouth Road, Norwich. There was also an office at the Octagon in Diss.
- The approval of the planning application at Thurlings Farmhouse was a good outcome.
- South Norfolk Council has launched a phone app for bin collections.
- The Pulhams and Tivetshall Parish Councils had applied for Warm Spaces grants and had also been successful in securing funding from the Community fund.

Resolved for the meeting to be reopened.

2022/93 Parishioner open forum.

Not Required.



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2022/94 To receive and ratify matters relating to the finances including the following:

- a) Clerk's time sheet for September-November 2022
Unanimously agreed.

- b) NALC Pay increase to Clerk's Salary
Unanimously agreed.

- c) Finance statement for September-November 2022, and agree Councillor authorisation for payments.
 - i. Clerk's Wages for November 2022: £248.37
Unanimously agreed.

 - ii. Tax on Clerk's Wages for October 2022: £27.00
Unanimously agreed.



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BANK RECONCILIATION & FINANCE DETAIL SHEET as at 15 NOVEMBER 2022

Date	Bank balance		Payments Total	Receipts Total	Bank Actual
21-Sep-22	11706.18	Balance B/F			11,706.18
3 Sept - 1 Nov 2022		Sub total payments	603.14		11,103.04
3 Sept - 1 Nov 2022		Sub total receipts	-	5191.47	16,294.51
Bank Closing Balance					16,294.51
Earmarked Reserves					
		Members Ward - Village Sign	£ -		
		Norfolk Community Foundation Covid 19 Grant	£ 882.13		
		CIL Money	£ 1,799.35		
		Neighbourhood Plan	£ 2,986.61		
		Sub Total - Money Held	£ 5,668.09		16,294.51
		General Reserves i.e. Bank reconciled balance less monies held			10,626.42
Payments Details					
27-Sep-22	HMRC	Tax on Clerk's wages	26.80		
30-Sep-22	Mrs E Alexander	September Wages	248.37		
30-Sep-22	Unity Bank	Bank Charges	18.00		
28-Oct-22	HMRC	Tax on Clerk's wages	26.80		
28-Oct-22	Mrs E Alexander	October Wages	248.17		
01-Nov-22	ICO	Data Protection Renewal Fee	35.00		



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Sub-total payments

603.14

Receipts Details

30-Sep-22	SNDC	Precept	3358.00
21-Oct-22	SNDC	CIL Payment	1613.47
21-Oct-22	SNDC	Litter Pick	220.00

Sub-total payments

5,191.47

Future payments to be approved by Council

22-Nov-22	HMRC	Tax on Clerk's Wages	27.00
30-Nov-22	Mrs E Alexander	November Wages	248.37

Sub-total payments

275.37



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2022/95 To receive and consider grant request from Redenhall & Harleston Town Council for a contribution towards free parking in Harleston.

Although a figure hadn't been specified this year, unanimously agreed to contribute £100 towards free parking in Harleston as had been done in previous years.

2022/96 To consider matters relating to village maintenance, PROW and Highways, including Highway Rangers.

Cllr J Broadhurst reported that the permissive footpath at Gawdy Hall was being reviewed and she would report further at the next meeting.

Cllr A Leitch enquired as to whether the side of the phone box could be painted, which was not done when the rest of it was painted due to the hedge behind it. The Clerk confirmed she would look into when it was done it and make contact with BT to get the work completed.
Action: The Clerk

Cllr S Griffin reported that there were issues with the village website with the Events section not working correctly.

Unanimously agreed for the Parish Council to contribute to the cost of getting it fixed if necessary.

2022/97 To receive an update on the Neighbourhood Plan.

Cllr A Leitch reported that following approval by South Norfolk Council there would be a referendum by the community on 8th December. Two copies of the approved plan were available to view in the phone box. Cllr P Astor warmly commended the Steering Group for all their work on the Neighbourhood Plan.

2022/98 To receive an update from the Emergency Plan Co-ordinator.

Cllr J Broadhurst reported that she was going to be away for a period of time after Christmas and it would be necessary for others to be contacted in her absence. It was confirmed that the Clerk and Chairman would be the points of contact.

Cllr A Leitch suggested that training in the use of the flood barriers at the Jubilee Hall would be beneficial in the case of an emergency. Cllr A Knowles agreed to liaise with the hall trustees to take this forward.

Action: Cllr A Knowles

2022/99 To receive an update on the 'Queen's Green Canopy' and any other tree planting matters.

Cllr P Astor, as Tree Warden, reported that the 'Queen's Green Canopy' scheme was to continue after the passing of Her Majesty The Queen. Details of trees available from Norfolk County Council were available on the village website.



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Discussions with the relevant farmer to consider flailing and replanting the hedge beside the footpath below Yew Tree Cottage were still ongoing.

Action: Cllr P Astor

2022/100 To consider any planning applications received.

2022/2074 – Application for conversion and extension of agricultural building to residential dwelling (prior notification 2022/1282), with demolition of remaining agricultural buildings on site.

Unanimously resolved to remain neutral on the application.

2022/101 To receive an update on application for grant funding for the installation of an Electric Vehicle Charging Point in the village.

Nothing further to report.

2022/102 To consider the provision of a 'Warm Room' in Starston during winter 2022/23 and application of a grant from South Norfolk Council.

Cllr A Leitch presented information on the potential interest, requirements, feasibility and costs involved in opening a 'Warm Room' in the Jubilee Hall once a week during the winter of 2022/23, and applying for a grant from South Norfolk Council to do this.

Unanimously supported and agreed to apply for a grant, with the initiative being co-ordinated by Cllrs Leitch and Broadhurst.

2022/103 To consider expressing an interest to join the Norfolk ALC .gov.uk email pilot scheme.

Unanimously agreed for the Clerk to express an interest.

Action: The Clerk

2022/104 To consider meeting dates for 2023: Monday 16th January, Monday 20th March, Monday 15th May (inc. AGM), Monday 17th July, Monday 18th September & Monday 20th November.

Unanimously agreed.

2022/105 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 16th January 2023 in the Jubilee Hall at 7.30pm.

Date noted.

Meeting closed at 9.25pm.



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Appendix 1

Norfolk Libraries Service will be making all 47 of its libraries available as part of the Warm Welcome campaign. The scheme supports free, warm, and welcoming spaces in communities across the UK. Warm Welcome is a national campaign which will work with community spaces, including churches and faith groups, businesses, and local authorities, to ensure that nobody is left to suffer on their own this winter. Libraries across Norfolk remain open for all and provide a space for people to sit in comfort and access a variety of services on offer. These include reading, doing a jigsaw, playing a board game, or joining in Just a Cuppa or activities. Other free services available at Norfolk Libraries include: Tea, coffee, instant soup, and hot chocolate are available during staffed hours. Library staff and volunteers can provide visitors with trusted information about other support which is available and a variety of bags are available for free, with no questions asked. Find your nearest library at www.norfolk.gov.uk/findalibrary

As in previous years NCC are consulting Norfolk residents and stakeholders on council tax and budget proposals as part of the council's budget setting process. NCC will set a new budget on 21st February 2023. Ahead of this we are asking for views on our proposed council tax level for 2023-24, including a proposal for the Adult Social Care precept. People will be able to read the proposals online at www.norfolk.gov.uk/budget and feed back their views using the online consultation. Residents can also request the budget consultation in other formats, including paper form, by calling 0844 800 8020 or by emailing haveyoursay@norfolk.gov.uk This will include Braille.

NCC has won silver at the prestigious Social Worker of the Year Awards for an innovative digital project which supports older people and vulnerable adults. The Adult Learning Disabilities and Innovation Team won silver in the Digital Transformation in Social Work award, which recognises teams which have sought to improve the lives of people with lived experience through the use of digital technologies. The team's Care Phone is helping around 200 older people and vulnerable adults with low or no tech skills to keep in touch with their loved ones with the professionals supporting them. It's a tablet with a built-in SIM with internet access which has screen split into simple tiles which show the picture of the name of the person the user wants to call. It helps people access support as well as reducing isolation, anxiety and loneliness.

Nominations are open until Monday 12th of December for the Broadland and South Norfolk Business Awards. If you're a business, nominate yourself for one or more awards in any of the 11 categories. Support your favourite shop and pub by voting for them as 'Retailer of the Year' and 'Pub of the Year' – by voting you'll automatically be entered into a prize draw to win £100 of shopping vouchers and £100 of pub vouchers. All details can be found at www.southnorfolkandbroadland.gov.uk

The achievements of staff across Norfolk Fire & Rescue Service have been recognised through employee awards. At the first in-person Awards Ceremony since 2019, owing to restrictions in place during Covid 19, Norfolk Fire and Rescue Service recently came together to celebrate the achievements of individuals and teams across Norfolk over the past year. Congratulations go to Simon Golby from Harleston Station for receiving the



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30 Year Outstanding Service Certificate and to local firms Bomfords Group – Harleston

and Midwich Ltd – Diss for being awarded the On-Call Employer of the Year in recognition of the support that is given by the employer of an on-call firefighter in releasing staff to attend NFRS duties.

I am looking forward to all of the local Christmas events coming up in Harleston and surrounding villages over the next few weeks and I would like to wish everyone a very Happy Christmas.

Best Wishes
Martin