



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 Annual Parish Council Meeting held in the Jubilee Hall at 7.30 pm, Monday 29th January 2024

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

Clerk to the Parish Council: Libby Alexander

Members of the public: 1

2024/1 To consider accepting apologies for absence.

Apologies received from Cllr C Sparrow due to work commitments abroad were considered and accepted.

2024/2 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.

2024/3 To approve and sign the minutes of the meeting held on 20th November 2023.

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

2024/4 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 piece for the January edition of Pigeon Post written.
- Reported highways and fly tipping issues reported by residents.
- Various updates made to the Parish Council area on the village website along with notices of interest to residents.
- Prepared budget and attended budget meeting with Cllr Astor and Cllr O'Keefe.
- Made bank payments approved at previous meeting.
- Contacted Gary Overland, SNDC re highways issues.
- General admin and booking training.

2024/5 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.

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

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Chairman.....



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District Councillor, Cllr D Thompson, was not in attendance and had not sent a report in advance of the meeting.

District Councillor, Cllr C Hudson, was in attendance and reported the following:

- Congratulations were offered to the volunteers who decorated the Christmas tree in Starston, which he felt was one of the best in the local area.
- Grants are available from SNDC to support the community in making villages more attractive.
- As the wet winter continues, any residents who have experienced flooding can report it on the SNDC website and funding is available to help residents in their recovery.
- The Council budget consultation period is now closed; the Council Tax will increase for the coming year. Residents who would like to make a comment on this can email Cllr Hudson directly up until mid-February.
- Work is being undertaken to mitigate future flooding including the appointment of a Riparian Rights Officer.
- The fly-tipping service is available and collects reported fly-tipping within a couple of days.

Resolved for the meeting to be reopened.

2024/6 Parishioner open forum.

Resolved for the meeting to be closed

A resident present raised concerns on the number and scale of potholes in the village, particularly on Cross Road.

Resolved for the Clerk to report these, and also to include information for residents on how to report potholes in the Parish Council report in Pigeon Post.

Action: The Clerk

The Clerk reported she had received a letter from a resident reporting hazardous road and footpath conditions due to mud on Bunns Lane.

Resolved for the Clerk to contact the Highway Rangers to rectify this.

Action: The Clerk

The Clerk reported she had received an email from a resident regarding building work taking place at a property on Hardwick Road which didn't appear to have planning permission.

Resolved for the Clerk to look into this and report if there was a planning breach.

Action: The Clerk

Resolved for the meeting to be reopened.



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2024/7 To receive and ratify matters relating to the finances including the following:

a) Clerk's time sheet for November 2023-January 2024

Unanimously agreed.

b) Finance statement for November 2023-January 2024 and agree Councillor authorisation for payments:

i. Clerk's wages for January 2024 (inc. tax): £318.50

Unanimously agreed.

c) To present and review the budget and agree on the Precept payment for 2024/25

It was reported that a working party consisting of Cllr Astor, Cllr O'Keefe and the Clerk had met and reviewed in detail the budget for 2024/25 and the Precept payment required to cover the Parish Council's budget. An 8.4% increase on the previous year's Precept to £7278 was proposed. This was due to an increase in Insurance, the Clerk's salary, and dog bin emptying costs for the coming year.

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BANK RECONCILIATION & FINANCE DETAIL SHEET as at 24 JANUARY 2024

Date	Bank balance		Payments Total	Receipts Total	Bank Actual
24-Jan-24	13,698.85	Balance B/F			13,698.85
18 Nov 23 - 24 Jan 24		Sub-total payments	962.78		12,736.07
18 Nov 23 - 24 Jan 24		Sub-total receipts		0.00	12,736.07
		Bank Closing Balance			12,736.07
		Earmarked Reserves			
		Norfolk Community Foundation Covid 19 Grant	£ 862.70		
		CIL Money	£ 589.35		
		Neighbourhood Plan	£ 1,613.01		
		Warm Spaces Grant	£ -		
		Sub-total - Money Held	£3,065.06		
		General Reserves i.e. Bank reconciled balance less monies held			9,671.01
		Payments Details			
27-Nov-23	Mr S Griffin	Website hosting		25.00	
27-Nov-23	Mrs E Alexander	November Wages		237.44	
27-Nov-23	Mrs E Alexander	Clerk's Expenses		131.16	
18-Dec-23	HMRC	Tax on Clerk's Wages		59.40	
31-Dec-23	Unity Bank	Bank Charges		18.00	
04-Jan-24	Mrs E Alexander	December Wages		393.38	
15-Jan-24	HMRC	Tax on Clerk's Wages		98.40	

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	Sub-total payments	<u>962.78</u>
Receipts Details		
	Sub-total receipts	<u>0.00</u>
	Future payments to be approved by Council	
Mrs E Alexander/HMRC	January Wages	318.50
	Sub-total future payments	<u>318.50</u>

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2024/8 To consider whether to set a limit to the amount of funds payable as grants in any one year and amend the Grant Awarding Policy accordingly.

Resolved to review the Grant Awarding Policy in May 2024 when Policies are reviewed (brought forward from May 2025 when scheduled for next review).

2024/9 To receive and consider grant requests received:

- a) A contribution to the Pigeon Post towards costs to deliver a Parish magazine to residents.

Unanimously agreed to award a grant of £100 to Pigeon Post.

- b) A contribution to Redenhall and Harleston Town Council towards free parking in Harleston.

Unanimously agreed to award a grant of £100 to Redenhall and Harleston Town Council.

Action: The Clerk

2024/10 To consider flood prevention and mitigation.

A discussion was held on flooding in the village due to run-off of rainwater and soil from fields. This was a particular problem on Railway Hill which had been becoming worse in the last few years.

Resolved for the Clerk to contact SNDC and NCC to see if a meeting could be arranged in the village with Council representatives, affected residents and landowners to see what steps could be taken to mitigate the issue.

Action: The Clerk

2024/11 To receive an update from the Emergency Plan Co-ordinator.

Cllr J Broadhurst reported she would submit a report to be included in the Pigeon Post to remind residents (particularly new residents to the village) to update her with information for the Emergency Plan so that the database can be kept up to date.

2024/12 To receive an update on tree planting matters.

Nothing to report.

2024/13 To consider any planning applications received.

None received.



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2024/14 To receive an update on the 'Warm Welcome' initiative.

Cllr J Broadhurst reported that the format of the Warm Welcome meetings may need to change going forward due to availability of volunteers and numbers attending being lower.

2024/15 Correspondence received:

SNDC: "Pride in Place" and "Clean up and Bloom" Community grants – noted; no action needed.

2024/16 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 18th March 2024 in the Jubilee Hall at 7.30pm.

Noted.

Meeting closed at 9.10pm.

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Appendix 1

Almost 15,000 people will be able to get free bus travel in Norfolk earlier in the day from February 1st. Norfolk County council has announced that people living in the county, who hold a disabled concessionary bus travel pass and eligible companions, will be able to travel within Norfolk for free at any time, seven days a week. Up until now, those concessionary pass holders had to wait until after 9.30am on weekdays before they could travel for free, apart from those people registered blind or visually impaired. This ensures they have access to work, education and leisure and helps to combat the risks of social isolation which can be associated with having a disability.

A multi-million-pound proposal to modernise fire service buildings has been agreed at NCC in a bid to recruit more women. The proposal is part of ongoing infrastructure work to help improve the inclusivity of Norfolk Fire and Rescue Service (NFRS) buildings and standardise the layouts of its buildings. Norfolk has the lowest proportion of female firefighters in England and “the provision of adequate facilities to support women into the profession is a key step in improving the situation. It is clear fire stations are important buildings in their local communities with pride and care taken in them by fire crews.

An extra £9m to tackle Norfolk potholes has been awarded to NCC for the next 2 years – with a total of £141m to be spent over the next decade. The government has said NCC will get this money from funds redirected after scrapping the northern leg of the HS2 high-speed rail line. The Department for Transport (DfT) said Norfolk will get £141.2m over the next 11 years to 2034 and Suffolk will get £107.6m. The government said it is up to local authorities how to spend the maintenance funding, but part of the reason for the increase in funding is so they can “improve the quality of road surfaces in the future” rather just focus on fixing existing potholes.

NCC have revealed plans to change the number of preferences parents can list when applying for school places. The number is to increase to four from the existing three and will be available for school applications made from 2025. This change comes after more than 300 families missed out on one of their top three preferences for the current academic year.

Preparation work has started on the Long Stratton Bypass with clearing the route ready for construction work to start in the spring.

NCC will set its budget for the financial year 2024/25 at the full council meeting to be held on Tuesday 20th February

Best Wishes
Martin