



LEZIATE & ASHWICKEN PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF LEZIATE PARISH COUNCIL HELD ON FRIDAY 10TH OF MAY 2024 FROM 18.40 PM AT THE VILLAGE HALL.

PRESENT: Cllrs. Bal Anota (BA), Adrian Bramwell (AB), Victoria Kempley (VK), Graham Mathais (GM), Andy Blatch (ABL) and Michael de Whalley (MdW)
The Parish Clerk (CB)
Borough Councillors Michael de Whalley and Bal Anota
No members of the public present.

1. **Election of Chairman** – Cllr Anota proposed by MdW, seconded ABL and all in favour.
2. **Election of Vice Chairman** – Cllr Kempley proposed by BA, seconded MdW and all in favour.
3. **WELCOME TO ALL FROM THE CHAIRMAN**
4. **PARISHIONERS 15 MINUTE FORUM: NONE**
5. **a. APOLOGIES FOR ABSENCE** –
Cllrs Collis and Moriarty.
b. COUNCILLORS DECLARATIONS OF INTEREST: ABL – planning 24/00822/F
6. **Approval of the circulated minutes from the Parish Council meeting held on the 8th of March 2024.** Proposed AB, seconded GM and all in favour who attended this meeting.
7. **MATTERS ARISING:**
 - 7.1 Traffic Project update – No response has been received from Highways and BA to contact Cllr Moriarty for an update. **ACTION:**
BA
8. **PLANNING:** to consider: -
 - 8.1 Applications:
24/00776/F – retention of domestic outbuilding in rear garden at Green Ridge, 77 Gayton Road, Ashwicken – Overall support but comment re potential second home.
24/00822/F – replacement of conservatory with single storey sunroom extension at Oak Lodge, Glosthorpe Manor, Ashwicken. NOTE ABL left the room. Support as existing footprint and location at rear of building.
ABL returned to room.
 - 8.2 Decisions: - None
 - 8.3 Enforcements –**24/00123/UNAUTU|UNAUTU** - Unauthorised Use| Winch Farm Ashwicken Road East Winch Norfolk PE32 1LJ – pending consideration
24/00045/UNOPE:OPDE – Unauthorised operation development at Green Ridge, at 77 Gayton Road, Ashwicken – pending consideration.

9. REPORTS FROM BOROUGH/COUNTY COUNCILLORS:

Cllr de Whalley – gave an update on the Local Plan which has some major and minor modifications made including housing numbers. The gypsy and traveller policy is a key part of the plan and needs to go through. Plan should be finalised Feb 25. The East Winch planning application/highways due to commence 2025 with completion 2027.
BA advised of land issues in Hunstanton and Downham Market.

Cllr Moriarty – report in Annual Parish Meeting Minutes

10. Correspondence/Communications:

10.1 Clerks Report: April & May taken up with finance including year-end, internal auditor requirements and the AGR.

Received 3 requests from residents requesting an update on the TRO.

Struggling to find local items for The Voice – VK offered to provide this and work with the clerk.
2 calls from residents regarding the Holt House lane planning application and gave them the planning portal information for comments.

Followed up new Police contact regarding Holt House Lane bike scrambling and will invite to a PC meeting.

ACTION: CB

The Borough pest controller will attend to the mole issue on the Glosthorpe play area.

10.2 SAM unit – Cllr Blatch has charged the units but having download issues – MdW and BA will help.

ACTION: BA/MdW/ABL

10.3 Play Areas – VK is sending regular reports to the clerk and the area is in a good state with the odd item of rubbish, more noticeably on Mondays following the weekends. Clerk has asked Paddy to cut back the hedge on the path. Paddy will also purchase a padlock for the main gate to the play area to prevent any parking on the grass. L

Cllr Blatch is keen to get grass cutting dates etc., from Borough. BA will follow this up.

ACTION: BA

10.4 Bus Shelters – GM advised no issues and Paddy has cleaned the shelters in the last month. GM also raised the new bus stops on the B1145 at Bawsey as could cause visibility and speeding. BA agreed and the bus companies prefer to stop on the roads rather than a pull in.

10.5 Footpaths – AB raised footpath 29 unused water meter still requires removal. Clerk to chase.

ACTION: CB

BA would like to see the footpath map and MdW advised availability on the NCC site.

10.6 Highways – ABL raised the flooding issue at East Winch and has report this and potholes to Highways, but no response and he is raising a complaint with Kevin Finbow at NCC.

He has sent images of the flood “bow wave” to Highways and the filled in ditch. The trod cannot be completed until the flood waters have receded.

ABL advised that all the marked potholes at Glosthorpe/Est Winch Road have now been completed. GM stated that the HGV's are still using East Winch Road and ABL will put the camera back for a couple of weeks to monitor this.

ACTION: AB

10.7 Police to be invited to attend a meeting.

ACTION: CB

11. Finance:

11.1 Bank reconciliations, approval of payments, bank statements and payments/receipts for March and April 24 Proposed GM, seconded AB and all in favour. £25,323.08 in the bank accounts.

11.2 Payments for May 24 (to date) to approve. Clerk raised the cloud storage at £16.50 was proving time consuming and it was agreed to stop this – both proposed AB, seconded by ABL with all in favour.

11.3 Financial Year Review 23/24 approved – proposed ABL. Seconded VK and all in favour.

11.4 Approve and sign the AGAR, Form 2, sections 1 and 2, variance report and the internal auditors report – proposed GM, seconded ABL and all in favour.

11.5 CIL return form approved, proposed AB, seconded GM and all in favour.

11.6 Insurance Renewal approved with an increase of £21, proposed GM, seconded ABL and all in favour.

12. Correspondence/Communications

12.1 Items for the next edition of The Voice – GM raised 2 good points - cameras on East Winch Road, TRO on Brow of the Hill.

12.2 Clerk raised .gov.uk emails as advised on the AGAR and it was agreed to go ahead with this – proposed MdW, seconded ABL and all in favour. To be added to the September agenda.

ACTION: CB

12.3. GM raised the additional work undertaken by Paddy at the Church and it was agreed that we should stop any work on the road way.

12.4 GM raised sponsorship by parish businesses. Sibelco do help annually with filling in the pot holes in the car park and clear fallen trees in the woods.

MdW raised the lack of the Sibelco Liaison Committee and will chase.

ACTION: MdW

11. Items for next agenda:

Please advised the clerk of any items 8 days before the next meeting date.

12. The next Meeting will be on the 12th of July 2024

The meeting closed at 20.05

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Name	Reason	Amount £
C Boyden	Salary	252.16
HMRC	PAYE	164.00
ECS	May invoice	16.50
C Boyden	Expenses	35.90
Village Hall	Hall Hire	16.00
P Jones	April work	474.20
Zurich Insurance	Annual	481.01

Signature

Date