

# SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

Clerk to the Council – Jim Graves C.Eng. M.I.E.T. D.M.S. M.C.M.I.  
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## MINUTES OF THE MEETING HELD ON September 20<sup>th</sup>. 2023

Present: Mrs.Sue Darling (Chair) Mrs.Helen Mutimer (Vice-chair) Mr.Steve Williams  
Mr.John Powles

In attendance: Mr.J.Graves - Clerk Public – None

- a) **Public Participation** None
- b) **Police Report** There were no incidents recorded in June or July
- c) **Norfolk County Council Report** N/a
- d) **Broadland District Council Report** N/a
- e) **Full Council Meeting**
  1. **Apologies** Mr.Nelson and Mr.Bullman (BDC)
  2. **Declarations of Interest** None
  3. **Minutes** of the meeting on July 19<sup>th</sup>. were confirmed and signed.
  4. **Reports** The Clerk reported on discussion with the Highways engineer regarding signage at Alderford Bridge. NCC have decided that due to a low accident record the current signage is adequate and a priority system is not required. Attention will be given to improving road markings and signs.
  5. **Planning** No applications to consider
  6. **Commons** Mr.Williams presented his commons report including Natural England's assessment report for Alderford Common which was satisfactory. The problems with a path to Upgate Common from Felthorpe road which was now interrupted by a fence would not be pursued as this was an unofficial path and the fence was around private land. NCC had identified a dead ash tree on Alderford common which needs to be felled. The Clerk would obtain quotations. A lengthy discussion ensued regarding the parking issues at Upgate Common when large groups of ramblers parked at the access track. It was agreed that the log barriers installed on the right hand side of the track would be moved back slightly so that whilst the SSSI would still be protected, cars would be able to park parallel to the track and alleviate the problem. A donation of £50 would be made to Marie Curie in lieu of payment to a resident who had cut grassland at Upgate Common.
  7. **Defibrillator** The Clerk reported on lengthy discussions with UK Power Networks on a possible supply to a defibrillator at the bus shelter. This had not proved possible as all the local distribution mains are overhead and unsuitable for the connection of an un-metered supply. The Clerk was asked to write to a resident in School Road who would possibly allow the cabinet to be fixed to the outside of a building.
  8. **Parish Partnership Scheme** No schemes would be put forward this year.
  9. **Noticeboard near the pump** This is not a Council noticeboard and it will not be replaced.
  10. **Pilgrim Newsletter** A report had been received on the current financial state of the Newsletter. Whilst there was no threat of imminent closure, the Council decided to make a grant of £250 to ensure it's continuation in the medium term. To be reviewed in 2024.
  11. **Correspondence** None
  12. **Finance** The Clerk had provided an update of the Council's financial balances. Cheques:-

CGM – grass cutting (inc.VAT)	£220.80
Information Commissioner – Annual Fee (DD)	£35.00
J.Graves – Salary & Expenses (2 <sup>nd</sup> . Qtr. Inc.PAYE)	£759.73
Marie Curie – Donation	£50.00
Pilgrim Newsletter – Donation	£250.00
  13. **Clerk's and Councillors' Reports** The Clerk would report an overhanging hedge.
  14. **The Next Meeting** will be at Swannington Church on Wednesday Nov.15<sup>th</sup>. at 7.30 p.m.