

**Minutes of the Meeting of Sustead Parish Council  
Held on Monday 12<sup>th</sup> August 2019 at 7:30pm  
at Hanworth Memorial Hall.**

**PRESENT:**

Mr. A. Fell (AF) (Chairman)  
Mrs. J Thorne (JT)  
Ms. P Howell (PH)  
Ms. M Bowland (MB)  
Mr. J Toye (North Norfolk District Councillor)  
Mrs. Kirsty Cotgrove (Clerk)  
No members of the public were present

**19/27. Apologies:** Mrs. A Williams.

**19/28. Declarations of interest and dispensations to speak:** None.

**19/29. The Minutes of the last meeting:** Minutes from the last meeting held on 13<sup>th</sup> May 2019 were agreed and signed off as a true record.

**19/30. Matters arising:** None.

**19/31. Reports:** John Toye reported that there will be an Environment Forum at the Atrium in North Walsham on 15<sup>th</sup> August 2-5pm. At a recent Police & Crime Commissioner event in Fakenham, it was confirmed that North Norfolk is one of the safest places to live in the country.  
A police report has been emailed previously.

**19/31. Planning Matters:** The storage container application is still ongoing, with no indication as to whether it will be called in to committee. It was agreed that the delay in this application is unacceptable.

**19/32. To update on the village hall deeds and trust, and to approve further action if necessary:** The solicitors have sent through an ST5 form, to remove the old trust with Land Registry. This was agreed by Councillors and signed by AF. The new trust documents can now be prepared and signed.

**19/33. To update on the draft order E/3546 – proposed stopping up of highway at the Street, Sustead:** Responses to the complaint have now been received from NCC and NNDC. NCC have confirmed that the stopping up order was dealt with by the Department for Transport, not NCC. John Toye clarified that the land was probably never owned by Highways, but maintained by them in the past, and stopping up requests can only be made in conjunction with a planning application or similar. It was agreed that there is no point in pursuing a complaint any further, but the Clerk will write to NCC & NNDC to ask their policies and guidance for if this situation occurs again.

**19/34. Financial Matters:** All Councillors received copies of the cash book, bank reconciliation and budget update prior to the meeting.

**(i) The following payments were agreed and cheques signed:**

K Cotgrove – Clerk August salary	£250.00
Hanworth Memorial Hall – hire	£20.00

**19/35. Correspondence:**

(i) AONB Dark Skies Festival invitation – The Clerk had emailed to Councillors prior to the meeting. If anyone would like to attend, they will contact the Clerk.

**19/36. Any other business, for information:** An email from NCC was sent to Councillors regarding farming and the highway. AW has emailed the Clerk with concerns of the size of farm machinery and the damage being done to verges. She has asked if the machinery can be asked to use the field networks if possible. The Clerk will contact Highways for clarification.

*Sarah Butikofer arr. 8:20pm.*

**19.37. Members report, Sarah Butikofer (Norfolk County Councillor):** SB reported that she has purchased a SAM2 unit with her members budget, for a few Parishes to share. The invoice has to go through a Parish Council, so SB asked if the invoice can be sent to Sustead, and then forwarded to NCC to pay. All agreed that this is fine. The Clerk will add to the insurance. SB reported that the size of the fire engine in Cromer has been reduced, but it is a better unit for the roads and types of fire in this area. Disability payments in Norfolk have now been reduced to the legal minimum.

**19/38. Date of next meeting:** Monday 11<sup>th</sup> November 2019, either AW's or Aldborough Village Hall. There being no further business, the meeting closed at 8:30pm.

Signed

Date