

**Minutes of the Meeting of Sustead Parish Council  
Held on Monday 8<sup>th</sup> February 2021 at 7:30pm  
Via Zoom (online).**

**PRESENT:** Mr. A. Fell (AF) (Chairman)  
Mrs. A Williams (AW) (Vice Chairman)  
Mrs. J Thorne (JT)  
Ms. M Bowland (MB)  
Mr. J Toye (North Norfolk District Councillor)  
Mrs. Kirsty Cotgrove (Clerk)  
Two members of the public was present

**21/01. Apologies:** Apologies were accepted for Philippa Howell.

**21/02. Declarations of interest and dispensations to speak:** None.

**21/03. The Minutes of the last meeting:** Minutes from the meeting held on 9<sup>th</sup> November 2020 were agreed and signed off as a true record.

**21/04. Matters arising:** None.

**21/05. To suspend the meeting to allow for public comment on agenda items:** Two Parishioners in attendance to talk about flooding issues in Bessingham.

**21/06. To update on Village Hall issues:** Clerk reported to Councillors about issues engaging a solicitor to set up a new trust. She has been in touch with Community Action Norfolk who can assist in setting up a new trust and the documents required. She proposed joining CAN who can assist with changing it over. All agreed.

**21/07. Reports: John Toye, District Councillor** – The Census is taking place in March, and further information is online. The May election is still taking place. People can apply for postal voting through the North Norfolk District Council website. Splash is to be demolished sooner, to allow for earlier opening of a new facility.

**Sarah Butikofer, County Councillor** – None. Apologies were sent.

**21/08. Planning Matters:** PF/20/1945. Church Barn, the Street, Sustead. PC no comment decided between meetings

PF/20/2475. The Pump House, New Road, Bessingham. PC no comment decided between meetings.

JT raised concern at planning regarding the apple barn in Bessingham. She has heard the owners want a change of use for the barn from their son, who is currently living in America. The PC had concerns at the time at the location and that no planning would be allowed in the future for residential. It is thought that there was a condition on the planning that no change of use to residential would be allowed. John Toye will look into planning conditions and let the Clerk know.

**21/09. Financial Matters:** All Councillors received copies of the cash book & bank reconciliation prior to the meeting.

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

£242.40 – K Cotgrove – February salary

£7.60 – HMRC – February tax

£35.00 – ICO registration renewal

**(ii) To accept an insurance quotation:** Three quotations have been obtained. Following discussion, it was agreed to accept the quotation from Came & Company at £218.00

**21/10. Highways Matters:**

**(i) Flooding issues in Sustead:** The Clerk emailed prior to the meeting that Highways have been in discussion with John Toye and a local farmer, who has dug a trench and will re-lay drainage pipes, which should rectify recent issues. The issues have occurred due to replacement drainage put in from a nearby property. JT is uncertain that this is the issue, but Highways will not deal further until the property has updated their drainage. JT will chase Highways to rectify the issues with the property owners. The water is coming from the roads, fields, and also an underground spring. The Clerk will email Steve White & copy JT to ask him to chase property owner.

**(ii) Flooding issues in Bessingham:** The Street in Bessingham has a lot of water coming down. The grips have not been cleared properly, the grip at the main problem area has not been cleared at all. The Clerk confirmed that she will ask Highways to clear all grips, ditches and drains in the Parish. The road surfacing is very poor, along with mud in the road. AW asked if the PC could get someone in to deal with the ditches and drains, but this could cause liability issues. The Clerk asked JT if he can arrange a road sweeper for the mud. He can also contact Environmental Protection to investigate sewerage smells in the village too.

**(iii) Upcoming Ranger visit:** The Clerk will ask that issues in Bessingham are looked at & cleared throughout the Parish.

**21/11. Correspondence:** None.

**21/12. Any other business, for information:** AW commented it would be good to co-opt from Metton. The Clerk advised that there will be two vacancies, as there is a recent vacancy due to non-attendance. The Clerk will advertise in the noticeboard. The Clerk will print off some leaflets for MB to post through doors.

The Clerk will send get well wishes to Sarah Butikofer.

**21/13. Date of next meeting:** Monday 10<sup>th</sup> May 2021, either the Village Hall or via Zoom.

Meeting closed at 8:30pm.

Signed

Date