

**Minutes of the Meeting of Sustead Parish Council
Held on Monday 22nd November 2021 at 7:30pm
At Peartree Cottage, Sustead.**

PRESENT: Mr. A. Fell (AF) (Chairman)
Mrs. A Williams (AW) (Vice Chairman)
Mrs. J Thorne (JT)
Ms. M Bowland (MB)
Ms. P Howell (PH)
Mr. E Vardy (Norfolk County Councillor)
Mrs. Kirsty Cotgrove (Clerk)
1 member of the public were present

21/35. Apologies: There were no apologies.

21/36. Declarations of interest and dispensations to speak: None.

21/37. The Minutes of the last meeting: Minutes from the meeting held on 9th August 2021 were agreed and signed off as a true record.

21/38. Matters arising: None.

21/39. To suspend the meeting to allow for public comment on agenda items: None.

21/40. Reports: John Toye, District Councillor – No report.

Eric Vardy, County Councillor – County Cllr Vardy introduced himself and gave a brief verbal report, covering the Chances Project and support for North Norfolk entrepreneurs.

County Cllr Vardy left the meeting at 7:45pm

21/41. To update on Village Hall issues, to consider a management committee and to agree any actions necessary: Two or three gardening parties have taken place, to tidy the outside. AW has spoken to ACRE, who are providing support and advice regarding management of the building. Finances from the old Village Hall Trustees will be transferred to the Parish Council, and will be ringfenced in a separate account. A surveyor's report has been carried out, which highlighted a small amount of damp in the property, but the surveyor couldn't access the roof space to see if there has been some spread. Options for the future use of the building were discussed. The Clerk will contact the insurers to get the building added to the Parish Council policy. Quotes are to be obtained for work to the floor, loos, kitchen & painting.

21/42. Planning Matters: (i) PF/21/2400. Garden Cottage, The Street, Bessingham. PC no comment decided between meetings.

(ii) PF/21/2350. Rectory Cottage, The Street, Bessingham. PC no comment between meetings.

(iii) PF/21/2131. Crow Cottage, Aylmerton Road, Sustead. PC No comment between meetings.

(iv) PF/21/1988. Glen Farm, Glen Farm Road, Metton. PC no comment between meetings.

21/43. 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:

£242.60 – K Cotgrove – November salary

£7.40 – HMRC – November tax

(ii) To note receipt:

£1365 – NNDC precept

(iii) To discuss and agree the 2022/23 budget – Following discussion, the 2022-23 budget was approved (prop. AW, sec. AF)

(iv) To discuss and agree the 2022/23 precept – Following discussion, a precept of £2730 for 2022-23 was agreed (prop. AW, sec. AF)

21/44. Highways Matters: A Parishioner has asked for the road markings in Metton to be repainted, and the Clerk has reported this to Highways. A Parishioner has asked for the Sustead sign to be moved slightly along the road, so her property is within the boundary. The Clerk will ask the Highways Engineer if this is possible.

21/45. To note vacancies and to consider co-option to the Parish Council: Someone has expressed interest in the vacancy, but was not present at the meeting. AW has found someone else who is also keen to join. It was agreed to add this as the first agenda item for the February meeting.

21/45. Correspondence: (i) Police newsletter - noted.

21/46. Any other business, for information: None.

21/47. Date of next meeting: Monday 7th February 2022, Peartree Cottage, Sustead.

Meeting closed at 8:30pm.

Signed

Date