

**Minutes of the Meeting of Sustead Parish Council  
Held on Monday 7<sup>th</sup> February 2022 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)  
Mr. J Toye (North Norfolk District Councillor)  
Mrs. Kirsty Cotgrove (Clerk)  
4 members of the public were present

**22/01. Apologies:** There were no apologies.

**22/02. Declarations of interest and dispensations to speak:** None.

**22/03. The Minutes of the last meeting:** Minutes from the meeting held on 22<sup>nd</sup> November 2021 were agreed and signed off as a true record.

**22/04. Matters arising:** Owners of a property in Sustead want the village sign moved to the village boundary. The Highways engineer says this could be possible, so the Clerk will send a map through to him with a request.

**22/05. To suspend the meeting to allow for public comment on agenda items:** Rev. Lynn was in attendance, will be covering Parish soon. The applicant for the Scaffold Yard is in attendance, and will speak in item 22/08(ii)

**22/06. To update on Village Hall issues, to consider a management committee and to agree any actions necessary:** Some winter garden working parties have taken place, and a structural and a damp report has been done, with few issues. Finances will be the responsibility of the Parish Council for the time being. A management committee will be formed, and it was agreed that Tank, Ali Williams, Michael Blyth, Philippa Howell and Maggie Bowland will be on the committee, who will carry out a consultation for possible plans. ACRE can then advise with options for the management going forward. When plans are in place, grants can be applied for.

**22/07. Reports: Eric Vardy, County Councillor** – County Cllr Vardy's report was circulated prior to the meeting. Apprenticeship funding and Norfolk Fire & Rescue were discussed, along with health & wellbeing. All information is on the Norfolk County Council website. Levelling Up funding was discussed.

*County Cllr Vardy left the meeting at 7:45pm.*

**John Toye, District Councillor** – Budget setting will happen this month, although there is no final settlement from the Government yet. There will be an increase of 1.99% in the District

Council's precept demand. Car parking charges will be increasing by 10-20p per hour. The Environment Charter is in place, with the intention of being carbon neutral by 2030. Miyawaki Forests are being planted through the district. A ward environment initiative has been set up, with a number of villages taking part. There is a local walking and cycling infrastructure plan being set up county wide, to connect places. There is new art space in the art deco building in Cromer. There are some website links to help with the £200 fuel loan. North Norfolk District Council are providing a Help Hub to support vulnerable people. This can be found at [www.north-norfolk.gov.uk/tasks/projects/north-norfolk-help-hub](http://www.north-norfolk.gov.uk/tasks/projects/north-norfolk-help-hub), by phone on 01263 516353 or email [social.prescribing@north-norfolk.gov.uk](mailto:social.prescribing@north-norfolk.gov.uk). Concerns were raised about Parishioners who could be adversely affected by the fuel price increases.

**22/08. Planning Matters:** (i) Rectory Cottage, The Street, Bessingham. PC no comment between meetings.

(ii) To discuss possible housing options for the Old Scaffold Yard – Andrew Temperton was in attendance. Two sketches were circulated prior to the meeting. There are two options of two semi-detached three-bedroom cottages, with differing finishes. These are smaller than the previous application. Originally the planners didn't want the cottages to be pushed back on the plot, but these are further back. It was generally agreed that drawing two is more in keeping with the surroundings, and would be preferred with materials in keeping with the surroundings, and the properties as far back as possible, to have a front and back garden. No more than two houses would be supported, due to traffic constraints. It was noted that there will be nothing close to the neighbouring boundary. It was confirmed that this will be the only development on the site.

*Parishioner left the meeting at 8:15pm*

**22/09 Financial matters:**

(i) **To approve payments:**

£250.00                      K Cotgrove – February salary

(ii) **To approve an insurance policy:**

Following discussion, it was agreed to accept a quote with BHIB for one year.

**22/10 Highways matters:**

Potholes are generally an issue, along with mud on roads. Drains need to be cleared throughout the Parish, so these issues along with road marking repainting will be passed to the Highways Rangers. Potholes can be reported online at: [www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem](http://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem)

**22/11. To note vacancies and to consider co-option to the Parish Council:** There are currently two vacancies on the Parish Council. Michael Blyth has offered to join, and was appointed (prop. AW, sec. MB). There are two other people interested in the role, neither could attend the meeting. AW will speak to one of the applicants who is keen to join.

**22/12. Correspondence:** (i) Police newsletter - noted.

(ii) North Norfolk Local Plan Consultation – Noted, but no comment.

(iii) To note receipt of the Lord Lieutenant's plaque, to commemorate support during covid – The deputy Lord Lieutenant has sent the plaque to the Clerk. This will be installed in the Village Hall.

(iv) Hanworth have been in contact to see if Sustead would like to be involved with their jubilee

celebrations. It was agreed that Sustead will hold something themselves at the Village Hall. A bring your own picnic will be advertised, and discussed with the village hall management committee. The Clerk will draft a leaflet for Councillors to distribute to residents. The Clerk will reply to Hanworth.

**22/13. Any other business, for information:** District Cllr Toye has asked if the Council can sharpen up regarding communication. It was agreed that if meetings are fixed, then anyone to contact will know when meetings will be, and when agendas will be published. It was agreed that meetings will be the second Monday of the month (February, May, August & November), and agendas published on the first Monday. He has also asked if communications from the parish Council can reference Bessingham and Metton, in addition to Sustead.

**22/14. Date of next meeting:** Monday 9<sup>th</sup> May 2022, at the Village Hall.

Meeting closed at 8:45pm.

Signed

Date