



MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

Held in the Preston Rooms on Tuesday 7th November 2023 at 7.00pm

Parish councillors present:

Cllr. H. Buxton (Chair), Cllr. C. Phillip, Cllr. N Coleman, Cllr. C. Ramsbottom, Cllr. H. Casey and Cllr. D. Bradley.

Clerk: Mrs S Martin

Members of the public present - 3

1. **ATTENDANCE:** Attendance noted. Apologies received and accepted from Cllr. A. Naylor-Clements (personal).
2. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING:** None.
3. **MINUTES OF PREVIOUS MEETING**
The minutes of the meeting held on 5th September 2023 were proposed as a correct record without amendment by Cllr. Phillip; seconded by Cllr. Ramsbottom and AGREED by all. They were duly signed by the Chair.
4. **PUBLIC SPEAKING**
 - 4.1. **To receive a report from County and District Councillor**
District/County Cllr. Nigel Dixon sent apologies to the meeting. A brief report was received regarding local flooding issues (caused mainly by rising river levels and the development on natural flood plains).
 - 4.2. **To receive questions from the public relating to local issues.**
A member of the public commented on the local defibrillator training, which was held and well attended by parishioners, however noted the lack of attendance from Councillors.
Burnt hedges in village to be removed and replanted.
5. **MATTERS ARISING**
 - 5.1. **To discuss correspondence received since the agenda was issued**
North Norfolk Local Plan Examination.
 - 5.2. **To receive a report on any matter not covered on the agenda**
The Chair reported on the community defibrillator session which was well attended by 19 parishioners. Full Council training taken place. NCC to move gateway slightly inwards on Stone Lane to assist with visibility exiting land entrance.
6. **CORRESPONDENCE** – all noted.
 - 6.1. General correspondence
 - 6.2. Norfolk ALC Bulletins and updates
 - 6.3. MP Duncan Baker invite public meeting re speeding (Friday 29th September 2023 7-9pm, North Walsham High School).
 - 6.4. Take action against local flooding with CPRE Norfolk
 - 6.5. Broads Authority adopted the Coastal Adaptation Supplementary Planning Document.
 - 6.6. Norwich Western Link Update
 - 6.7. Invitation to Norfolk County Council Budget Consultation (16 November 2023)
7. **HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**
 - 7.1. **To consider any planning applications received:** None
 - 7.2. **To note the following NNDC planning decisions:** None
 - 7.3. **SAM2 - to receive data**
Data circulated from Rectory Road South Exiting Village (1st to 31st October 2023) – no further comments.

7.4. To agree bids for Parish Partnership 2024/25

It was AGREED to bid for one gateway on Rectory Road. Funding has been pledged of £500 from County Cllr. Dixon towards this project.

8. BIODIVERSITY

8.1. To update Council on Biodiversity

Clerk gave brief report on recent legislation where public authorities who operate in England must consider what they can do to conserve and enhance biodiversity in England. This is the strengthened 'biodiversity duty' that the Environment Act 2021 introduces. The PC AGREED to consider biodiversity in any actions projects it undertakes going forward. A policy is to be implemented.

9. FINANCIAL & ADMINISTRATIVE MATTERS

9.1. To review this period's financial position and sign the bank reconciliation

AGREED by all.

9.2. To authorise payments for:

| | |
|---|----------|
| Sarah Martin - salary Oct/Nov 23 (inc. expenses) | £ 416.55 |
| HMRC PAYE payment Oct/Nov 23 | £ 79.20 |
| North Norfolk District Council – bin emptying (inc. VAT £22.23) | £ 133.38 |
| North Norfolk District Council – election May 23 costs | £ 20.47 |
| Norfolk Association of Local Councils (full council training) (inc. VAT £18.00) | £ 108.00 |

All payments AGREED.

9.3. To consider a donation to The Royal British Legion Poppy Appeal (s137)

AGREED to donate £50.00 (s137).

9.4. To review the draft budget for 2024/25

Draft budget circulated - no comments. To be agreed at January meeting along with Precept.

9.5. To agree meeting dates for 2024

Meeting dates AGREED. Clerk to book Preston Rooms.

9.6. To note Internal Audit Letter of Engagement signed at returned

Noted.

9.7. Policies for review:

- Data Protection Regulation policy
- Privacy Notice
- Accessibility Statement

No amendments to these policies – AGREED by all.

- Risk Management Policy
- Lone Worker Policy

New policies – AGREED to be adopted by all.

10. ITEMS FOR NEXT AGENDA – Tuesday 9th January 2024 - Parish Council Meeting
Budget and Precept.

Meeting closed: 19.35