



Castle Acre Parish Clerk: Ms Amy Hart  
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**NOTICE IS HEREBY GIVEN OF THE CASTLE ACRE PARISH COUNCIL MEETING TO BE HELD AT CA VILLAGE HALL 19:30 ON THURSDAY 10<sup>th</sup> OCTOBER 2024, REGARDING THE FOLLOWING BUSINESS:**

- 1. APOLOGIES**
- 2. MINUTES** of the PC meeting 12<sup>th</sup> September 2024
- 3. DECLARATIONS OF INTEREST**
- 4. HEALTH & SAFETY** reports on any new H&S issues. Tree report. CAPF, North Street walkway. Clearance of scrub, walkway between CAPF and North Street, help required! Offer; For work to be carried out on Field Maple Tree, Castle Acre Playing Field, reduction in height.
- 5. PLANNING**

**Ref: JGGPPGHB SNN4 -5537 17/09/2024**

Change of Residential Property Address: from Providence Cottage, 9 Chimney Street, Castle Acre to 'Whites View', 9 Chimney Street, Castle Acre.

**Ref: 24/01724/F 25/09/2024**

The proposed works will entail linking the two properties to create a single-family home, ensuring the future usage of the cottages at 15 & 16 St James Green, Castle Acre.

## **6. UPDATES ON ACTIONS REQUIRED FROM PREVIOUS MEETINGS**

- 40c.** (2023) Castle Acre Visitor Car Park – update.
- 42.** (2022) South Acre Rd ford, TRO. Chair email to Natural England – update and to discuss.
- 04.** (2023) Biodiversity. Data on CAPC website (Cllr Liam Manson to update).
- 08.** (2023) Funding opportunities (West Norfolk SPF Programme Team), Village Hall interest & grant end date 31/10/2024 – update.
- 09.** (2023) EV charging units re: Electric Vehicles NCC – update.
- 12.** (2024) Health and Safety schedule/risk assessment for Parish Council.
- 13.** (2024) Bus Shelter, Massingham Road, options for new Bus Shelter.
- 17.** (2024) Local Examination Hearings – update
- 22.** (2024) East Green Regeneration – update
- 23.** (2024) Allotments – update
- 24.** (2024) Stocks Green Christmas Lights / Decorations – update

## 7. REPORTS

- Highways
- Village Hall, School, CAPFA, BCKLWN & NCC.

## 8. MATTERS REQUESTED BY COUNCILLORS

- a) Co-option of new Cllr, Resident application – to discuss
- b) .gov email transition – to update
- c) Clerk working days in office – to update
- d) Cllr training – to discuss
- e) Clerk salary, local government services pay agreement 2024 – to discuss
- f) Meeting dates for next year – to discuss
- g) New support email for NALC and staffing update – to discuss
- h) Parish Council, finances, actual to budget half year to 30<sup>th</sup> September 24
- i) CAPF, Tree Condition Survey, consider quotation.

## 9. CORRESPONDANCE

- a) Email received from BCKLWN on 17/09/2024 regarding Kings Lynn & West Norfolk Strategy Consultation – to update
- b) Email received from BCKLWN planning on 17/09/2024 regarding local examination plan web page & 3-week deadline (2<sup>nd</sup> October 2024) for submissions– to update
- c) Email from Resident received on 18/09/2024 requesting update on allotment plot availability – update
- d) Email from Chair of CAPFA 22/09/2024 regarding Resident request to host food pop-up van on CAPF – to discuss
- e) Email from BCKLWN Democratic Services on 23/09/2024, regarding ‘Prevent’ training for safe venue hire – update
- f) Email received from BCKLWN and Norfolk Operational Police Team regarding the renewal of the current Public Space Protection order (re: nuisance dogs and irresponsible owners) from 1<sup>st</sup> Dec 2024 – update.

## 10. ACCOUNTS

| ITEM:                                       | Cost to PC Budget:                   | Grant funded: |
|---------------------------------------------|--------------------------------------|---------------|
| Clerk Salary (September) payment.           | £447.17<br><b>Total Due: £447.17</b> |               |
| Gary Lake (October) payment<br>30/09/2024   | £900.00<br>VAT: Nil                  |               |
| <b><u>Holkham Land Rents 11/10/2024</u></b> |                                      |               |
| <u>S1658 – Castle Acre Common</u>           | £1.00                                |               |
| <u>S1659 – Castle Acre Allotments</u>       | £100.00                              |               |
| <u>S1660 – Castle Acre Village Green</u>    | £10.00                               |               |
| <u>S1661 – Land Rent x 2</u>                | £2.00<br>VAT: Nil                    |               |

|                                                                                                                              |                                                                                                                                       |  |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|--|
|                                                                                                                              | <b>Grand Total: £113.00</b>                                                                                                           |  |
| SSE (DD)<br><b>*Credit Note ref: 8700337318</b><br>1) Invoice 01/08/2024-<br>31/08/2024<br><br><b>*Credit balance £49.61</b> | Total: £30.14<br>VAT: £1.51<br><b>Total Due: £39.22</b><br><i>No funds taken, due to<br/> credit balance/<br/> ongoing complaint.</i> |  |
| HSBC banking charges (DD)                                                                                                    | £8.00                                                                                                                                 |  |
| Authorised for online payment by-<br>Date:<br>Signatory 1:<br><br>Signatory 2:                                               |                                                                                                                                       |  |

Gross interest of £99.75 on 06/09/2024 acc no: .....644.

#### **\*VILLAGE MAINTENANCE**

Clerk reported the following potholes on 03/10/2024

- Foxes Meadow at the junction nearest Sandles Court. Three potholes in both sides of wheel track.
- Massingham Road opposite the Playing Field, one deep pothole developing in edge of previous fixed pothole.
- Orchard Lane near to Orchard Bungalow, deep pothole filled with mud & flint in wheel track.
- St James Green opposite Lodge House, very deep pothole in wheel track filled with flint.

#### **PUBLIC QUESTIONS**

Next PC meeting: Thursday 14th November 2024 at 19:30pm in the CA Village Hall.

Signed.....