

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 1st July 2019

Councillors present:-

Peter Leigh Derek Aldous Adam Banham Gerald Peachy Steve Sewell Richard Tucker

1.1 District and County Councillors' Report

District Cllr Colin Foulger reported that NCC had cut the number of Committee meetings as they were now replaced by cabinet meetings. He reported that following the last meeting of MPC he had contact Highways about ditch clearing in Long Lane, that had been discussed at the meeting; Highways had advised him that they (Highways) own the road and the adjacent footpath plus a strip of verge approximately 300-400mm wide from the edge of the footpath up as far as the adjacent post and wire fence at the top of the ditch. Both slopes of the ditch are the responsibility of each adjacent house owner.

Cllr Leigh raised with Cllr Foulger that there were a number of potholes on the road between the village and Norwich but Highways had been resurfacing stretches of pavement at the edge of the village rather than repairing the road surface. Cllr Foulger stated that this was due to road and pavement repairs coming out of separate budget and the order of work for both would depend on how the work was allocated and planned.

Cllr Foulger reported that he had also discussed with Highways two depressions in the footpath along Cuckoofield Lane, that had been causing concerns for a wheelchair user, and which appear to be around surface manholes. Highways have reported that this work has already been planned in their footpath schedule. Councillor Leigh suggested that it might be more advantageous in the future for Highways to discuss with the PC priorities within the village and ensure that the right resources are applied in the right area and the right time.

Cllr Vivienne Clifford-Jackson apologised to the meeting if her report overlapped with those of the other two District Councillors in attendance as they had not discussed their report contents with each other. She reported that she was getting up to speed with Hornsea project and proposals for the Thickthorn interchange (the consultation for the later closes on 11th July). Cllr Clifford-Jackson reported that she had followed up with SNC, following MPC's last meeting, concerns regarding the Old Tractor Shed planning application and questions raised about the structural integrity of the building; she reported that the responsibility for this matter would be Building Control.

In response to Cllr Clifford-Jackson reporting she had spoken to SNC's planning officer regarding transfer of the (Long Lane) allotment land and that she had been informed that Hopkin Home's solicitor was now involved, Cllr Leigh reported that the site still has no water and although connection had been to the mains and plans to fit a meter in a neighbouring properties front garden there was still no isolation valve or meter or arrangements made for Anglian Water to sign off the project and connect the meter. Cllr Leigh reported that MPC had received the transfer paperwork but would not be signing them until all work was completed and SNC's planning officer had signed

off on the S106 agreement. Cllr Leigh added that MPC have lost revenue (rent for plots) and incurred increasing legal cost due to the continued delays.

Cllr Clifford-Jackson reported that she had spoken to SNC regarding the tree feeling work at the surgery/school carpark and they had agreed that it was not up to standard and would arrange for this to be sorted. Cllr Leigh reported that this matter would be discussed later in the meeting as it was on the agenda; he also noted that the Common byelaw signs that SNC said they would install in April last year were still not in place and also raised that a quad bike had been used on the Common on Sunday, the matter has been reported to the Police.

Cllr Clifford-Jackson reported that funding was still available from SNC, including Go for it grants, member grants and CAF grants, the closing date for application for CAF grants is 20th August (these are not available to parish councils). She also raised that there is a Community Land Trust workshop being held later in the month (Cllr Aldous is already booked on this) and that SNC can help arrange for householders to take part in the rent a room scheme, for which tax allowances are available.

Cllr Leigh asked the District Cllrs if the Greater Norwich Local Plan (GNLP) was still on schedule and would the next consultation be in September/October this year and in light of section three of SNC's Local development Scheme for South Norfolk, published 2018 (extract was read out, see below) will Mulbarton's Neighbourhood Plan be redundant?

Section three of SNC's Local development Scheme for South Norfolk: With an adopted Local Plan for the whole of South Norfolk's planning authority area, the focus is now on maintaining an up to date Plan in accordance with Government requirements. The focus of this work is on the replacement of the oldest part of the Local Plan, the JCS, with a new Greater Norwich Local Plan (GNLP). As well as replacing the JCS the GNLP will also allocate the sites to deliver future growth, effectively replacing the South Norfolk Site Specific Policies and Allocations Document, significant elements of the Wymondham and Long Stratton Area Action Plans and, potentially, elements of some Neighbourhood Plans.

Cllr Nigel Legg reported that he had been to a GNLP presentation which covered basic information including the need for an additional 7,000 plus homes on top of the already proposed 30,000 plus, up to 2036 in the GNLP areas of Norwich City, Broadland and SNC; he reported that no decision had been reached as to how these will be distributed and that Norwich City were still considering their involvement and options with regards to Anglia Square and the Colman's sites. He reported the major areas of development are likely to be in the north east of Norwich (around the NDR) and the A11 corridor, although a gap would be maintained between Wymondham and Hethersett; decisions of where new builds will be may depend on what grants are available to the district councils. Major developments such as Hethel new town have been removed from discussions and all (District) Council's will be following Government guidelines to discourage car use and although no specific areas have been identified future development is likely to be in service villages. Cllr Legg reported that Area Action Plans and Neighbourhood Plan would be respected as far as they could, although he noted that Cringleford's was ignored. During discussion it was noted that Government policy is that if there is conflict between two plans then the newest would take precedent.

Cllr Legg reported that he had raised with Highway's concern about the footpath on Birchfield Lane and that the area engineer has said he would inspect the area but had stated he was likely to find that it would be considered in a serviceable condition and although they'd like to maintain footways to a higher standard he can only act with regards to available budgets. Cllr Leigh raised that it would be a good idea for Highways to talk to MPC to identify priorities for the area.

Also in attendance was District Councillor Gerry Francis.

1.2 Public Session

No members of the public wish to speak at this time.

2.0 To close the meeting to public participation

Cllr Leigh closed the meeting to public participation and formally started the Parish Council meeting.

3.0 To receive and consider apologies for absence

Apologies were received from Cllr Beverley Leek.

4.0 To receive declaration of interest on items on the agenda

Cllr Banham declared an interest in any matters relating to planning and agenda item 11.2, for which he would leave the room.

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 3rd June 2019

The minutes of the ordinary meeting held on 3rd June 2019 were unanimously agreed as a true record of the meeting and duly signed after being proposed by Cllr Sewell and seconded by Cllr Peachey.

6.0 Finance -To receive financial report and approve invoices for payment as per schedule

A proposed schedule of payments was handed out for approval. Copies of the latest financial summary were also handed out. Following proposal by Cllr Banham and seconding by Cllr Tucker all payments were duly passed. A copy of payments is attached to these minutes.

6.1 Review of quotes for skate park resurfacing

Cllr Leigh reported that one quote had been received to date and in light of Cllrs Leek's absence requested that this matter to be deferred to the next meeting.

6.2 Review of quotes for preparatory work and tree planting at the school/surgery carpark

Cllr Leigh reported that quotes for cleaning out the area i.e. scrubbing out and clearing roots would be £180-£240.00; this cost would not include any preparation for tree planting.

During discussion it was noted that if SNC had completed a proper job of removing the trees in the first instance, it wouldn't be necessary for MPC to complete the work and that SNC should be sent the invoice for the work (before and after photographs to be included) and this copied to the District Cllrs.

7.0 Annual play area inspection report

A summary of the annual play area inspection report was handed out. During discussion it was suggested that the grass area that is worn around the Meadows play tunnel could be replaced with astroturf.

Cllr Leigh thanked all councillors that completed weekly play area checks.

8.0 New Common Management Plan

Cllr Leigh reported that he had written to the Common owners to instigate a Common Steering Committee meeting. He reported that the current management plan runs until June 2020 and historically plans take about nine months to produce. Whilst waiting for a response from the owners he will begin working on a draft document that will include maintenance of the ponds and removal of saplings. Cllr Leigh reported that the periodic clearing of the brambles that was started last year appears to be working and would also be included in the draft plan. During discussions it was noted that it was important to get the balance right between wildlife and the area being a local amenity.

9.0 Review of meeting with Beat Manager and options moving forward

Cllr Leigh reported that two meetings had been planned with the Beat Manger with himself and Cllr Banham but none had taken place as the Beat manager did not attend and no explanations were offered.

Cllr Leigh reported that he had reported to the Beat Manager the incident on the Common that occurred on Sunday. Following discussion it was agreed that Cllr Leigh would try to arrange another meeting and if this was another no show then it would be raised with someone higher in command.

10.0 War Memorial – way forward to gauge support of the village for the proposal

Cllr Tucker reported that he had been unable to meet up with Cllr Aldous to discuss further but reported that there was an article in the EDP today about Caister's new War Memorial, which has the inscription "Caister will never forget" and was in an open public space in the town. Cllr Tucker reported that he would make contact with Caister Parish Council who were mentioned in the article about their fund raising/contribution to the cost and then meet up with Cllr Aldous to move things forward for the next meeting.

11.0 Planning Application: 2018/0872 – Land east of Norwich Road

Cllr Leigh reported that there were no updates at present relating to this application.

11.1 To consider any other planning applications

There were no applications for consideration. Cllr Leigh reported that he had checked with SNC's planning department about regulations regarding solar panels on a dwelling in a conservation area and had been told that there were permitted under planning rules.

11.2 GNLP – pre-consultation planning

Cllr Banham left the meeting.

A screen shot of the Greater Norwich Local Plan website, showing the key stages of the timetable was handed out and a copy of SNC's Local Development Scheme for South Norfolk document dated October 2018. Cllr Leigh reported that the date for next draft plan consultation was September-October this year. Following discussion it was agreed that Cllrs would read and digest the information available and the item would be added to the next agenda for further discussion.

Cllr Banham returned to the meeting.

12.0 Correspondence requiring consideration

- Email from resident raising concerns about safety issues on the walk to school in the morning. Cllr Leigh reported that the contents of the email had been forwarded to Highways and SNC (lorries and construction traffic still not following the designated Traffic Management Plan) and that Highways had responded: *Such parking issues, vehicle and pedestrian movements are present at most schools across Norfolk at peak times. Traffic associated with estate road development should not be accessing via The Common I'm sure, so I shall liaise with SNC and ask that my supervisor raises the HGV movements with the developers. In terms of providing additional measures as suggest below. Long Lane is already traffic calmed and has a 20mph speed limit. The appropriate school warning signage is in place. Some school parking must take place on Long Lane, we would not considering further restrictions on that front. The school contacted me last week regarding the new access / egress. I have agreed to placement of a school 'Keep Clear' markings at this new access area, one on either side of the road.* Following discussion it was noted that there isn't any school warning signage in place, although some had previously been agreed to be installed and that it would be beneficial to have an on-site meeting with Highways engineer at 8.30 one morning. There was a query as to whether the school warning sign existed. PC to find out and inform Highways if there is no sign.
- Email from resident requesting 20mph speed limits be painted on the road surface alone Cuckoofield Lane. During discussion it was noted that the speed limit markers along this road had previously been discussed with Highways and that the signage that had been installed was inconsistent and still needed to be corrected.
- Email from Football Club requesting that the banked up soil on Orchard Park be moved to improve drainage. Following discussion it was agreed that all Cllrs would have a look at the area and the request would be added to the next agenda.
- Email from SNC's Electoral Services Manager: a review of polling districts, polling places and polling stations within the South Norfolk District area is being undertaken. Full details of the review and how to get involved can be found on their website.
- Email from NCC's Adult Social Services Development Worker offering support if Mulbarton wanted to discuss further the setting up of a "Men's Shed". Following discussions Cllr Tucker agreed to make contact to see if the idea could be taken further.

- Email from NCC Highways: invitation to bid letter Parish Partnership 2020/21. During discussion it was noted what is/isn't covered and the information required to support an application.
- Email from SNC: offering litter picking equipment at a subsidised rate. It was agreed to order a number of litter pickers.

13.0 Sub-committee/liaison officer reports

Cllr Leigh reported that he hoped that Sunday's incident on the Common was a one off. It was discussed that the hay cutting on the Common is usually completed when the contractor feels that the weather conditions are right.

Following discussions about the retaining wall at the Swamp allotment site, it was suggested that another company be requested to complete the survey.

Cllr Leigh reported that the newly installed disabled parking signs at the surgery/school car park were still up but that some of the gravel from the area needs moving back onto the carpark from the road.

It was noted that the swings behind the Village Hall had been repainted.

13.1 Review of outstanding works list

A revised list including actions required from the annual play area inspection was handed out.

14.0 To receive any items for inclusion on the next agenda

- Review of quotes for skate park resurfacing
- New Common Management Plan
- War Memorial – way forward to gauge support of the village for the proposal
- GNLP – pre-consultation planning
- Request from Football Club: banked up soil on Orchard Park to be moved

15.0 To adjourn the meeting for the 2nd public session

A representative from MALGA enquired if the planned event on the Rich's Trust allotment site to celebrate the opening of the neighbouring Long Lane site should still take place later in the month if the site hadn't been formally handed over to the issue with water supply. Cllr Leigh replied that the event should still take place.

There being no further business the meeting closed at 8.35pm

The next meeting will take place on Monday 5th August 2019 at 7.30pm.

Payments for June 2019

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102570	GSL Dardan Ltd	Security patrols	424.00	84.80	580.80
102571	9 to 5 Supplies	Printer transfer belt & toner	126.21	25.24	151.45
102572	9 to 5 Supplies	Printer imaging drum unit	99.34	19.87	119.21
102573	David Bracey	Annual Play Area Inspection	170.00	34.00	204.00
102574	Ribbonsdales Nurseries	Grounds Maintenance	1017.49	203.49	1220.98
102575	P Leigh	Expenses	86.58	15.93	102.51
102576	A Phillips	Expenses	10.74	1.50	12.24
102577	A Phillips	Salary	606.57		606.57
102578	HMRC	PAYE	165.15		165.15
		Total for month:	2706.08	384.83	3090.91