

WHISSONSETT PARISH COUNCIL

Minutes of a meeting held at 7.30pm in the Village Hall on Monday 8th July 2019.

Present: Cllr Sally Dye (Chair)
Cllr Bruce Andrews (Vice-Chair)
Cllr James Daniels
Cllr Caroline Edge
Cllr Catherine McGee

County Cllr Mark Kiddle-Morris (present for part of the meeting)
Three members of the public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were received from District Cllr Trevor Carter and County Cllr Mark Kiddle-Morris, who would be present for just part of the meeting.

2. To receive any declarations of interest.

There were no declarations received.

3. To approve the minutes of the meeting held on 13th May 2019.

Cllr Dye proposed that the minutes be accepted as a true record, this was seconded by Cllr Andrews and agreed by Council. The Chairman duly signed the minutes.

4. Open Forum for Public Participation.

A suggestion was made that by raising part of the highway on London Street this would resolve much of the drainage issues. Council informed the member of the public that a request to Highways to resurface the road had been made last year but Highways did not consider it necessary.

A query was raised in respect of responsibility for the drainage pipes at the Lower End of London Street. It was agreed that both Council and the member of the public would raise this issue with Anglian Water.

It was reported that one side of the Church Lanes had yet to be cut by the grass contractor, despite the other side having been cut. The Chairman confirmed that both sides were included in the contract and works would be carried out shortly.

5. County & District Councillors Reports.

No councillors were present at this time.

6. Planning Issues

a) Decisions to note.

Council noted that no decisions had been made in respect of the following applications.

Application	Parish Council Comments	Current Breckland Status
3PL/2019/0444/D Telephone Exchange, Mill Lane Erection of one dwelling - approval of reserved matters following outline permission 3PL/2017/0433/O.	Whissonsett Parish Council are concerned by the potential height of the proposed development and would expect height restrictions similar to those applied to nearby permissions 3PL/2018/0283/D and 3PL/2015/0401/F. The Council do not believe that the overall design is in keeping with the character of the village. The Council has an ongoing issue with Openreach parking vans on the highway north of this site on a daily basis to attend their equipment located on the site of this application. Having spoken with the applicant we would expect some parking provision adjacent to the road to reduce the frequent nuisance.	Undecided
3PL/2019/0408/F Development plot next to The Paddocks, London Street Two bungalows. One Self-Build and one market housing	Whissonsett Parish Council observes that development on Plot 2 would protrude to the west of the line of development and gardens to the west of London Street. It would prefer not to see a spread of development beyond the existing, quite distinct line, away from the highway. Councillors have witnessed and been made aware of drainage issues in the northern end of London Street and would seek assurances that new development relying on existing drains would be adequately served by current capacity or that the relevant agency will make the required improvements before problems arise.	Undecided

In response to a query raised regarding planning application 3PL/2019/0444/D above, C/Cllr Kiddle-Morris had confirmed with the Boundaries Team that the land to the front of the site was Highways land. In addition, no wayleaves payments had been made in respect of the BT equipment on the site. A land registry search confirmed the site plan of the Telephone Exchange.

b) Applications to consider.

The following planning responses were agreed by Council:

Application Location	Parish Council Comments
i. 3PL/2019/0565/F 1 & 2 Sunnyside, London Street Two new 3 bedroom dwellings	Cllr Edge proposed that Council objects to this planning application on the following grounds, this was seconded by Cllr Daniels and agreed by Council. Policy HOU 05 of the emerging Breckland Local Plan states that: 2. Development must be of an appropriate scale and design to the settlement. The Parish Council considers this proposed development of two large dwellings to be too large in their scale in comparison to the current settlement. However, support would be given to an application for one, appropriately scaled dwelling. In addition, the Parish Council does not consider the access road to be adequate for a two-dwelling development in that the access road is too narrow as vehicles moving to and from two properties could not pass one another in the narrow section once off the highway.

	<p>3PL/2019/0444/D Telephone Exchange Mill Lane Whissonsett</p> <p>ii. Erection of one dwelling - approval of reserved matters following outline permission 3PL/2017/0433/O</p>	<p>Cllr Dye proposed that Council comments in respect of this application on the following grounds, this was seconded by Cllr McGee and agreed by Council.</p> <p>Policy HOU 05 of the emerging Breckland Local Plan states that: 2. Development must be of an appropriate scale and design to the settlement.</p> <p>Whissonsett Parish Council are concerned by the potential height of the proposed development and would expect height restrictions similar to those applied to nearby permissions 3PL/2018/0283/D and 3PL/2015/0401/F.</p> <p>Policy HOU 05 of the Plan also states that: 4. the design contributes to preserving, and where possible, enhancing the historic nature and connectivity of communities.</p> <p>The Council do not believe that the overall design is in keeping with the historic character of the village.</p>
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7. To consider any Highways matters.

a) To receive an update re matters previously reported.

The following updates were noted:

- It was confirmed that the roads were swept on a 4 – 12 week cycle. The date of the next sweep was being confirmed.
- It was confirmed that footpath 4 is due to be cut and the landowner of footpath 5 has been contacted and instructed to clear the route.
- Church Lane fly-tipping has been resolved.
- Church Lane overgrown hedge will be resolved in September.
- Council continue to attempt to ascertain who is responsible for areas at East and North View.

b) To receive an update re Community Speedwatch.

Cllr McGee confirmed that a team had been formed and was awaiting training. The Parish Council confirmed support of the new speedwatch team and the application will now be submitted to Norfolk Constabulary. Cllr McGee will continue to liaise on behalf of the Parish Council.

c) To consider an application to divert Footpath No.5.

No objections were raised to this application to divert footpath 5.

d) To consider an application to the Parish Partnership Scheme for Highway Improvements.

Council instructed C/Cllr Kiddle-Morris to obtain a quote for a pull-in at Mill Lane near the BT boxes. It was hoped that an application could be submitted for match funding. It was also agreed that Open Reach should also be approached for funding for the project.

e) To consider any new issues.

The following new issues were raised:

- The fingerpost at footpath 4 requires moving to the side of the path to enable cutting of the footpath.
- A motorcycle had been reported riding around the play area and attempts will be made to identify the culprit.
- The overgrown grass area to the front of the Broadland Housing on the High Street will be reported.

- Council members will remove the punch bag in the Church Lanes.

8. To receive a report re the grass cutting.

The Chairman confirmed that a copy of the contract had now been obtained. The current contract expires in October 2020. It was agreed to review works prior to renewal.

A query was raised regarding the conservation area in the churchyard and it was confirmed that the contractor was only contracted to cut the area but not to clear the cuttings.

Hedges will be cut later in the year, from September onwards.

9. To consider any maintenance required for Spring Well.

It was agreed to consider this item in conjunction with item 10.

10. To consider the refurbishment of the Campingland railings & turnstiles.

It was agreed to obtain quotes for consideration at the next meeting in respect of painting the Campingland railings, the four turnstiles, which are grade 2 listed, and the Spring Well.

11. To consider issues relating to the Play Area.

a) To receive an update regarding the Play Area regeneration project.

Cllr Dye proposed that Council fund the remaining £781.65 shortfall in respect of the project, due to the current lack of the Tesco grant, this was seconded by Cllr McGee and agreed by Council.

Cllr Edge confirmed that works had commenced at the play area. Council approved a revised design which separated equipment for the older children from the equipment for the younger children. During the works, repairs will be made to the fencing and the witches hat.

At this point in the meeting C/Cllr Kiddle-Morris joined the meeting and gave the following report.

The Council has returned to the Cabinet system but all is currently quiet. Meetings are available to view on You Tube.

The Western Link recommended route has been published. The selected route is the most environmentally friendly due to the Wensum being the most protected river in Europe. The road will be funded from grants and the Council.

£300M of Government funding is available for road improvements, including the dualling of the A47 between Tuddenham and Easton.

Dates for hazardous waste disposal and reusable paint have been published, 6th, 7th and 8th September at Hempton and 28th and 29th September at Dereham.

Cllr Kiddle-Morris reaffirmed that the Boundaries Team had confirmed that the frontage at the Telephone Exchange was highways land and will investigate the report of the ditch which requires

reinstating, to assist with drainage issues. He will obtain a quote from Highways in respect of a pull-in.

b) To appoint a Councillor to carry out regular play area inspections.

Cllr Edge volunteered to carry out the inspections on a monthly basis.

c) To receive an update regarding the resurfacing of the playing field drive.

One payment was still outstanding and Cllr Edge will speak to the resident in question.

d) To consider repairs to play area fencing.

This item was deferred to the next meeting as it was hoped the play equipment contractors would make the repairs.

e) To consider any other issues.

There were no other issues raised.

12. To consider issues relating to the Allotments.

a) To consider an application for an allotment.

Council agreed an allotment would be available at the expiration of the current contract in January.

b) To consider any other issues.

There were no other issues raised but it was agreed to arrange a village walkabout to inspect parish assets, including the allotments.

13. To consider the publication of a Parish Newsletter.

Council considered that a paper edition could be expensive and difficult to circulate, unless volunteers could be found to distribute copies. Cllr McGee agreed to contact village clubs and organisations for copy. It was agreed to circulate editions by email, if possible.

At this point, C/Cllr Kiddle-Morris left the meeting.

14. To consider the purchase of a sign for the Village Hall to publicise meetings.

Cllr McGee agreed to collect the data required for the sign.

15. To consider options to fill the one vacant Council seat.

It was agreed to co-opt a volunteer at the September meeting.

16. Correspondence

Council noted the following correspondence:

- Police Parish Newsletter – June edition.
- Cosmic Roots Festival 2019.
- Breckland Council – New Leader.
- Breckland Local Plan – Consultation.

- NARS – thank you.
- Western Link Road Update.

In respect of the Cosmic Roots Festival and in response to a query from a parishioner, it was agreed to confirm the arrangements and respond to the query accordingly. However, it was noted the Council had not raised any objections to the licence application.

17. Finance & Governance Matters

a) To receive financial statement for the year ending 31st March 2020.

Council noted the financial statement.

b) To consider approval of an amendment to Standing Order item 15.b (x).

Cllr Edge proposed that the Clerk's delegated authority to spend £100 in an emergency should be increased to £500, this was seconded by Cllr Dye and agreed by Council.

c) To consider a donation to the Village Hall.

It was agreed to wait for information from the Village Hall in respect of the proposed kitchen refurbishment prior to making any donation.

d) To consider a donation request from Scotty's Little Soldiers.

It was agreed not to make a donation in respect of this request.

e) To consider a donation request from Norfolk Age UK.

Cllr Edge proposed a donation of £50 to Norfolk Age UK, this was seconded by Cllr McGee and agreed by Council.

f) To consider Council attendance at a Planning Matters Training Session.

Cllrs' Dye, McGee, Edge and Andrews will attend the training session in September.

g) To consider approval of an Equality Policy.

Cllr Dye proposed approval of the equality policy, this was seconded by Cllr Andrews and agreed by Council.

h) To approve the following payments:

Cllr Edge proposed approval of the following payments, this was seconded by Cllr Dye and agreed by Council.

• Clerk (Salary/Allowance – June/July)	£257.84
• Norfolk PTS (Training)	£44.00
• Grass Contractor	£1,894.00
• S Dye (Purchase of legal document)	£3.00
• Play Area Contractor	£9,234.49

18. To receive any new items for the next agenda.

It was agreed to add Actions from the Village Walkabout to the next agenda.

19. To note the next meeting will be held at 7.30pm on Monday 9th September 2019 in the Village Hall.

The date of the next meeting was noted.

The meeting closed at 9.45pm.

Signed:

Date:

DRAFT