



## MINUTES OF THE PARISH COUNCIL MEETING HELD ON

8<sup>th</sup> July 2019

7.00pm, Dickleburgh & Rushall Village Centre

PRESENT: Cllrs. Andrew Goodman, John Adlam, Les Bragg, Sam Johnson, Robert Theobald

IN ATTENDANCE: Ann Baker (Clerk),

Members of the Public: Co. Cllr. Spratt, Dist. Cllr. Hudson, Dist. Cllr. Wilby and 1 resident

### Public Session:

**Dist. Cllrs. Wilby and Hudson – Dist. Cllr. Wilby** reported on the very successful tractor run, at least 150 tractors participated; Pub of the Year - there are four categories that can be entered; South Norfolk on Show – was a successful event - people of all ages attending, with a variety of local attractions; Dickleburgh School's achievement of the Platinum Sports Award; **Dist. Cllr. Hudson** – made mention of the Community Land Trust Conference, Norwich; the Lord Lieutenants Posters for 'Love Norfolk, hate litter;' ; SNC have received new money from new builds;

**Co. Cllr. Spratt** - reported on the Norwich Western link Road, plus river crossing which will be 3.9miles in total; NCC are looking to deal with carbon emissions conjunction with UEA, monies have been received to investigate this issue; the planting of 10,000 trees over the next year will help in the short term; NCC are waiting to hear about the anticipated reduction in Children in Care figures, particularly in relation to the effects on the budget.

The Chair thanked Co. Cllr. Spratt and the Dist. Cllrs. for attending the meeting

*Meeting reconvened at 7.13pm*

45. **Acceptance of Apologies** - Cllrs. Hulett, Kerr, Leyserman, Pete Strange (RFO) - approved
46. **Co-option of Mr. Les Bragg** - signed the Acceptance of Office and took receipt of the Standing Orders, Financial Regulations, three previous months of minutes and the Register of Pecuniary Interests form. Proposed Cllr. Goodman, seconded Cllr. Adlam, all agreed
47. **Declarations of pecuniary and other interests from members on any item to be discussed** – none
48. **The Monthly Financial Report from the RFO**, including notification of payments made over the last month:
  - a. **Payments & receipts** – there were no issues to discuss. It was resolved to approve the payments and receipts, proposed Cllr. Theobald, seconded Cllr. Bragg, all in agreement.
  - b. **Approval of the quarterly reconciliation of the bank accounts** - to be signed at the Sept. meeting.
  - c. **Approval of authorisation for the Barclays accounts** - papers have been passed to Cllr. Theobald and returned to Pete Strange, waiting for Barclays to process them
49. **Progress on the Village Guide** - once this process is complete it will be useful to see a finished proof copy prior to printing; **ACTION** - Clerk to request a copy/PDF, Cllr. Adlam will prepare and send a copy to the Clerk, to distribute to Cllrs, with a similar procedure for the map from Anne Steel;  
A poster can be prepared for display at the Church Offices, the noticeboards, Parish magazine, the website – ensuring that new residents have a copy, neighbours should make sure new people have a copy; **ACTION** - aim that by 25<sup>th</sup> July – any comments on either the map or guide need to be returned to the Clerk who will confirm to Terence Blacker to go ahead the next step – Clerk suggests quotes from two/three printers for the guide
50. **Approval of the Parish Council Meeting Minutes, held on 10<sup>th</sup> June 2019** - the minutes were adopted as a true and accurate record, it was resolved to approve, proposed by Cllr. Theobald, seconded by Cllr. Johnson, all agreed.
51. **Matters arising from the minutes of the last meeting – for information purposes only incl.:**

- a. **Fly-tipping at the bottle bank** - Cllr. Kerr noted that there had been a change, Cllr. Johnson will checking and chase up if necessary – a temporary sign may be used prior to a permanent sign
  - b. **Bat pole** – nothing to report as yet
  - c. **Flooding on Harleston Road, Rushall** - nothing to date, Clerk to send reminder to Bob West
  - d. **Millers Drive play equipment** - Cllr. Goodman reported that it still is not complete, the wet-pour is fenced off, grass requires cutting – Clerk to contact Gary Howard
  - e. **PING grant** - Laura Woollacott, has indicated that there is a new grant application going in soon, when SNC hear about the funding they will contact the Cllr. Johnson
  - f. **Website update** - the subscription had been sent to NALC, allowing time to sort a permanent solution
  - g. **Land Purchase** - Cllr. Goodman will progress the Rectory Road site; the site of Common Road, is a narrow site, Musker McIntyre have been contacted by the Clerk; it was suggested that the Green Meadows on Common Road might be a better option as an investment – further investigation to be on-going
  - h. **Village signs** - the Dickleburgh sign now looks brilliant following it's refurbishment - ACTION - Clerk to send thanks to Will Adams
- 52. Amended Co-option policy** - this was circulated to all Councillors, the Personal Committee will take a look at it over the summer months - volunteering role, indicating what is expected, particular interests, expertise; section/areas with roles and responsibilities; making additions necessary, what you have to declare to qualify; along with an induction programme - **AGENDA** item for September
- 53. Planning Applications as received from South Norfolk Council:**
- a. **Planning Application 2019/1226 & 2019/1227** - **St. Clements, Langmere Road, Rushall** – front bay extensions including fenestration alterations – it was resolved to recommend approval
  - b. **Planning Application 2019/2158** - **Blacksmith Cottage, Langmere Road, Rushall** - variation of condition 3 – to use barn as an annexe accommodation & removal of condition 4 of planning permission 2017/0080 - it was resolved to recommend approval
  - c. **Planning Application 2019/1363** - **Dickleburgh Hall, Semere Green Lane, Dickleburgh** - removal of existing cement render, remedial repairs, re-point with lime mortar, apply breathable lime rendering to all the west gable - it was resolved to recommend approval of this application
- 54. Planning Application 2019/Receipt of consultees reports of planning decisions made by SNC:**
- a. **Planning Application 2019/0787 – Rectory Farm Barn, Rectory Lane, Dickleburgh** – retrospective application for conversion of garage - **Approved with conditions** 14<sup>th</sup> June 2019
- 55. Neighbourhood Plan report** - Cllr. Goodman reported that:
- i. **Sites identified** – GNLP have increased the number of sites from 60 to 80;the Parish Council assessment will supersede their recommendations; and the La Ronde site will count towards that number;
  - ii. **Off-setting carbon footprints** - part of the development criteria, builders will need to put in trees to mitigate, however this will require further discussion
  - iii. **Heritage verges** – nature reserve verges in and around the villages - these are cut in slightly differently at different times of year – mainly Highways verges; a meeting with Smurfitt Kappa has been arranged to suggest a one-way voluntary system – there is a preferential route from a previous application; Highways agreed in principal if The Street had road pillows/chicane, they would pay 75% and the Parish Council the remainder
  - iv. **Data collection** – bio-diversity data is currently being collected
- 56. Grant application from a Young Person:** a student has submitted a form to support post university studies in Sweden, it was recommended that £250.00 should be granted, Cllr. Johnson proposed, Cllr. Theobald seconded, all agreed. **ACTION** - Personal Committee will contact the young person  
This grant is awarded as part of the 'Under 19's Youth Work'  
**DRPC have the power to award this grant under the General Power of Competence, Localism Act 2011, s.8**
- 57. PROW and Highways:**
- a. **FP 3** - nothing has changed in six months, the access onto A140 is concerning – the Parish Council would like to know where the bridge should be, if there is to be an access gate onto the A140, until this is established progress will be limited - **ACTION** Cllr. Johnson and Clerk will investigate further and speak with Robert West, at Highways
  - b. **Short report from Cllr. Goodman from his meeting with Mr. R. West, Highways engineer** - outlined in item 55 regarding verges etc.
  - c. **Purchase of litter equipment** - agreed this was a good idea, suggested 50 pickers, 50 hi-viz jackets – **ACTION** Cllr Johnson to price vests - up £3.00 per vest, recycling sacks x2, commit max. sum of £500.00, proposed Cllr. Adlam, seconded Cllr. Bragg, all in favour
- 58. Playing Field reports:**

- a. **Receipt of the Weekly Inspections of the play area** - the Caretaker is completing and returning to Cllr. Kerr – **ACTION** - the zip-wire seat has dropped again, Eastern Play Services have visited, advice awaited;
- b. **Bike racks** - four have been ordered which hold three bikes each, there are no specific fixing kits required
- c. **Path across the playing field** - discussed in more depth, various options were further discussed - it was agreed that Mr. Spurling, with a topping of rolled road planings, and confirmation that the job will be complete done before end of August; the option of lighting will be revisited once the path is laid, proposed Cllr. Adlam, seconded Cllr. Bragg, all agreed. **ACTION** - Clerk to write to both contractors
- d. **Rope swing** - there have been a number of complaints, particularly at the week-end of abusive language and noise – three cherry trees planted were planted to muffle the noise – responding to the requests of residents; further to this it was proposed to add wording requesting consideration for neighbours on the new signs, and to monitor the situation over the coming months. Proposed Cllr. Johnson, seconded Cllr. Theobald, all in agreement. **ACTION** - Cllr. Goodman to circulate the suggested wording, Clerk to arrange for sign quotes
- e. **Signage** - waiting to receive quote from Dissigns, first draft sent.
- f. **Planting of a Lilac tree near to the BMX track in memory of her son** - it was agreed that permission be granted to plant a lilac tree, behind BMX track, agreement that it will need to be cared for initially, that it must not become a shrine and that it has been gifted to the Parish Council, an agreement be email outlining these points has been stored on laptop under Play Area, Inspections, 2019

#### 59. St. Clements report –

- a. **Bid from The Conservation Volunteers Charity (TCV), ‘The Claylands Project’** - the Clerk has heard from the new project manager Ben Hammond, that he expects to hear from Heritage Lottery Fund (HLF) towards the end of July
- b. **Hay-raking working party** – Sat.13<sup>th</sup> July, 10.00am – 1.00pm - organised by Norfolk Wildlife Trust (NWT) - suggested that a School assembly may be arranged and NWT promote the morning – unable to arrange at short notice, Mark Webster or a NWT rep. will attend
- c. **Formulating of a St. Clement’s** Committee or working party to oversee the implementation of the Management Plan - this will only be practical if a voluntary group is set-up, it’s function to be the management of Commons - St. Clements and Langmere, along with the fulfilment of the ‘Claylands Project’ (the HLF bid) – the group will include Parish Councillors, other organisations the NWT, TCV, the Otter Trust, other specialists and residents. As with other committees reporting back to the Parish Council. It was resolved to approve such a group, proposed Cllr. Goodman, seconded Cllr. Johnson, all agreed. **ACTION** - Cllr. Goodman to contact the groups and individuals
- d. **Permission for parking of vehicles on the back field for:** the Hay-raking event on Sat. 13<sup>th</sup> July, this was approved, proposed Cllr. Goodman, seconded Cllr. Johnson, all in agreement

#### 60. V.E. Commemorations in 2020 - AGENDA item for September

*Closed meeting 10.16pm – resident raised the issue of soil at back of the BMX track, which is causing issues for the neighbours – it seems there is some concrete embedded in it. The Chair to investigate with Jonnie Leeder and will look to resolve by asking Gary Spurling to remove it when he is constructing the path*

- 61. **Links with Kovarska, a Czech Republic village/Museum of Air Battles** - Cllr. Adlam met Jan Zdiarsky, via links with the 100th Bomb Group Foundation at Thorpe Abbots. In Sept. 1944 thirty eight B-17’s left Thorpe Abbots base, sixteen of the planes were shot down and four crashed in the immediate vicinity of the village of Kovarska and several of the crewmen were buried in the cemetery. A museum has been opened, reunions of all countries organised arranged over the years. The village is now interested in making an official town partnership with Dickleburgh – in a mountainous area, similar in size to Dickleburgh, with many traditional and artistic aspects. They would like to link with our village school, Parish Council and residents. It was agreed that the Council would like to continue to discuss the issue, investigate how to proceed with this type of link. **ACTIONS:** Cllr. Johnson offered to speak with Mrs. Croskell to gauge the school’s interest; Cllr. Adlam will also establish the knowledge, interest that there is with the 100<sup>th</sup> Bomb Group and the Americans. Clerk to email Jan Zdiarsky

- 62. **Receipt of SNC review of Polling Stations** - regarding this matter – is it possible to have the percentage of persons who voted, have postal votes gone up since the polling station in Rushall closed. It was commented that political party groups generally offer to pick up interested voters at the time of a general election. **ACTION** - Cllr. Johnson agreed to respond to the review

#### 63. Receipt of :

- a. **NCC Parish Partnership letter** – this was noted

- b. **Norwich Western Link Road** - the preferred route recommendation is Link C option – a 3.9mile dual carriageway linking the A1067 Fakenham Road, turning south west via a new junction at Wood Lane B1535 – this was noted

**64. Receipt of matters of information from Councillors:**

- Cllr. Theobald - the tree outside 115 Rectory Road needs trimming - ACTION - Clerk to mail resident; the Rectory Road hedges, the Bottle bank, in front of the council houses - generally the whole length – clarification of hedging ownership is required - if it is a hazard do the Parish Council have the right to trim, it is also encroaching on the path too, making it particularly difficult for buggy users, children, mobility scooters and wheelchair users
- Cllr. Goodman – reported that Trevor Leeder had expressed concerns about the low water levels in the Dickleburgh Brook - Cllr. Goodman is meeting with Anglia Water and will raise the issue; Mr. Tom Hicks reported that the weight restriction sign opposite the Church on Rectory Road had fallen over
- Clerk – a tree on the border of the Norwich Road allotments and Mr. Lilley’s garden wood needs to be removed. It was indicated that using the wood as firewood would not spread the disease, ash will burn green. Mr. Lilley had received a quote and was anxious to have the dead tree removed as soon as possible. In having the tree removed it will be important to ensure that everything is removed, that the logs do not to lay around on allotment in order to avoid contamination of other trees around. **ACTION** - Clerk to seek further quotes

**43. Date of the next meeting and items for the next agenda:**

Parish website, Co-option policy items mentioned above

**Next Meeting - Monday 2<sup>nd</sup> September 2019, 7.00pm, at Dickleburgh and Rushall Village Centre**

Apologies were received from: Cllr.

**There being no further business the meeting ended at 22. 54 pm**

Signed .....

Date .....