



PARISH COUNCIL MEETING MINUTES FOR 12th July 2021

PRESENT: Cllrs. John Adlam, Andrew Goodman (Chair), Les. Bragg, Sam Johnson, Jim Kerr, David Leyserman, Robert Theobald
In Attendance: Ann Baker (Clerk), Matthew Hill (Responsible Finance Officer)

MEMBERS OF THE PUBLIC: Co. Cllr. B. Duffin, Dist. Cllr. C. Hudson

38. ACCEPTANCE OF APOLOGIES - Dist. Cllr. C. Hudson, C. Cllr. Duffin - accepted

39. DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED – none

Meeting adjourned at 7.10pm

40. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION, COUNTY & DISTRICT - COUNCILLORS REPORTS:

Dist. Cllr. Wilby - see MW report included in the minutes file – Pink Ladies Tractor Run had been a great success this year; a new single point of contact for flooding in Norfolk has been launched Flooding report – which will be added to the Parish Council's website and included in the Parish Magazine; there will be number of funds launched to support voluntary, community and social enterprise organisations over the year - some smaller grants for projects in villages – this may assist the allotment water project (the Social Infrastructure Fund); along with increased funding for Voluntary groups, across five key areas; South Norfolk Community Awards 2021 – nominations are open until 5th September for volunteers and organisations; Dist. Cllr. Wilby reminded the Council of his 'Ward grant' of £1000, to be shared amongst the parishes to assist in a local project.

The Chair thanked Dist. Cllr. Wilby for his report

The meeting resumed at 7. 07p.m.

41. THE MONTHLY FINANCIAL REPORT FROM THE RFO, including notification of payments made over the last month:

- a. **PAYMENTS & RECEIPTS** – a list of payments and receipts had been circulated to all Councillors. Matt. Hill outlined these for the last month; salaries, payment for fencing around the play equipment, HMRC, hedge cutter etc. It was resolved to approve, proposed Cllr. J. Kerr, seconded Cllr. D. Leyserman, all members approved;
- b. **QUARTERLY RECONCILIATION REPORT** - showed the current account balances and the reserve account is correct. It was resolved to recommend approval, proposed Cllr. J. Adlam, seconded Cllr. J. Kerr, all agreed
- c. **FINANCIAL REGULATIONS AND FINANCIAL RISK ASSESSMENT** in order to co-ordinate this with the amendments to the Standing Orders this will be circulated in readiness for the September agenda. **ACTION** - RFO, Chair and Clerk to meet and amend all policies.

42. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 14TH JUNE 2021 - the minutes were adopted as a true and accurate record, it was resolved to approve, proposed by Cllr. J. Kerr, seconded by Cllr. R. Theobald, all approved.

43. MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING – FOR INFORMATION PURPOSES ONLY INCL.:

- a. **HALF MOON** (minute 26a) – Cllr. D. Leyserman and Cllr. L. Bragg confirmed that there are new owners - vehicles and people have been observed on site, the hope is to open towards the end of July. The article in the next Parish Magazine explaining the registering of the site as a Community Asset will be published. **ACTION** - Clerk will speak with the new owners explaining the implications of this registration as a protection measure.

- b. **HEDGE IN FRONT OF STONEY BROOK** (minute 26b) – two more residents have complained about the hedge - the hedge that edges the path in front of the four houses is a private footpath – it is therefore the owners responsibility, the Caretaker will be asked to cut the hedge on ‘The Village Green’ side; the situation of the hedge between Smiths Close is being monitored - it may be suggested the hedge be removed along the alleyway as it impedes pedestrians safety
- c. **SPEEDWATCH** (minute 26c) - at present the team is down to three people, recently the watch was rained off, a number were noted on the previous occasion, travelling at over 40mph on Ipswich Rd., one aggressive person skidded to a halt and shouted abuse at the Team, a speed watch carried out on Rectory Rd., recorded a number of people speeding too; the names on the Speedwatch Team needs to be updated on the website - **ACTION** – Pauline Goodman to inform Cllr. Theobald of the changes.
- d. **WATER TO THE ALLOTMENTS** (minute 36) - to date 14 allotment holders had responded to the suggestion of an allotment association - it will be necessary to call a meeting of holders to discuss what is required, what the next stage will be – **ACTION** - Cllr. S. Johnson and Julie Munnings will arrange, along with the formulation of the short and long term aims.

44. **STANDING ORDERS** – this was discussed at item 41 c - item for September agenda. The motion proposed to offer voting rights to the Finance Officer were withdrawn - **ACTION** - Clerk to seek advice from NPTS

45. **LOAN AGREEMENT FOR COUNCILLORS LAPTOPS** - the final document will be circulated to all Councillors during July/August, with a motion to agree the amendments; the agreement to be signed by all Councillors and the new laptops issued. **ACTION** - (i) email to all Councillors with the amended agreement; (ii) each Councillor, the RFO and Clerk will then be asked to sign a copy, return to the Clerk and the laptops will be assigned; (iii) carry bags would be valuable – Clerk to investigate

IT & Communications Policy - this policy had been circulated prior to the meeting. It was resolved to approve the policy, proposed Cllr. R. Theobald, seconded Cllr. D. Leyserman, all Councillors approved.

46. **CO-OPTION OF NEW COUNCILLOR** – SNC had written to the Clerk, the vacancies could be advertised on the notice boards, the website and in the Parish News – with an invite to those interested to attend the September meeting, interested candidates can submit an application and invited to the October meeting.

47. **PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL:**

- a. **Planning Application 2021/0679, listed building consent – Apple Tree Farm, Lakes Road** - reinstatement of mullion window in the kitchen, re-use of timbers, construction of a porch, external door replacement and windows - this will be a sensible to replacement ensuring the retention of character, it was resolved to recommend approval of this application.
- b. **2021/1401, listed building consent – 4 Thatched Cottages, Norwich Road** – replacement of all windows and doors, replace the felt roof and cheeks with lead, install a roof light, render brickwork to the rear – these were seen as retaining the character of the building, it was resolved to approve the application.
- c. **Planning Application 2021/1291 – 29 Limmer Avenue** – loft conversion including two dormers to create roof space and a small front porch extension - it was resolved to recommend SNC approve this plan
- d. **Planning Application 2021/1426 – HOUSEHOLDER PD PRIOR NOTIFICATION - 1 MOORFIELDS, NORWICH ROAD** – a single storey rear extension, 5.48m from rear wall of original dwelling, maximum height of 2.78m, eaves height 2.78m - it was resolved to approve this application.

48. **RECEIPT OF CONSULTEE REPORTS OF PLANNING DECISIONS MADE BY SNC:**

- a. **Planning Application 2021/1113 - 119 Rectory Road** – a single storey extension to include a front porch – **approved 25th June 2021**

49. **NEIGHBOURHOOD PLAN** - Cllr. Goodman reported the implications for the NP, the SN Housing Sites Allocations still identifies the area beyond Poppy Grove as a possible site, as it sits within the development boundary - the NP team would not support such a development, as several of the policies would not be met by this site ; the NP would supersede this plan; the NP have met to agree the basis of housing allocation for the future - an audit of votes for the four sites, found that the preferred sites were as follows – the Chenery garage site, the two sites on Ipswich Road, and the La Ronde area. A HELAA survey was applied to all sites, this was supported by NCC Primary School projections -which has been used as core information for the number of houses to be built in the parishes in SN – the intake area is extensive, Dickleburgh will have 20 vacancies year on year; La Ronde currently have outline planning permission for 22; the extended site could take a further 15 (area18), whereas the Chenery site

developers would prefer to develop the extended site (a brownfield site). The NP team are suggesting 10 on this site, Cllr. A. Goodman will contact Tricker & Last with this suggestion to see if it is feasible. This would support the 25 dwellings suggested by SN Sites Allocations for development in the village. Should Tricker & Last not agree, the discussion would be between 10 on the opposite side of Ipswich Road or an additional 10 on the La Ronde site. The guiding principal/policy - rurality guidance should be reflected in the properties on a development - the value of garden space has been made evident by COVID, bio-diversity, carbon off-setting (including the build itself), green corridors – all these aspects would be applied for the lifetime of the NP to 2042. The Parish Council expressed their pleasure that the plan was coming to fruition. Cllr. A. Goodman indicated that the Council would be consulted prior to any further decisions of specifics once a response has been received from Chenery's - all agreed with this statement.

Proposal: if Chenery's are unable to fulfil the obligation, the NP team will La Ronde to add a further 10 to their site, proposed Cllr. A. Goodman, seconded Cllr. J. Adlam, all agreed.

50. HIGHWAYS & PROW:

- a. **Hedge at Stoneybroke** – this was considered at item 43b
- b. **Lonely Lane** – footpath has become unpassable - tree stumps need to be removed, requires front mounted ¾ pathway, £500 to hire such a machine – NCC accept responsibility, Cllr. J. Adlam to get quote for a machine; FP3 - King's House land up to gate, the hedge to the left belongs to King's House and he will cut, the path itself is our responsibility – it is gifted land and the caretaker should be maintaining it; **ACTION** - Cllr. Adlam to request a quote for machine re Lonely Lane; Clerk to contact Francis Salway to discuss to raise a number of issues; the pathway past Terence's also require urgent attention – Clerk to contact Angus Paterson;
- c. **Highways Engineer** - Mr. Adam Mayo has been appointed as the engineer for the area. Cllr. Goodman will contact him about the Quiet Lanes project and information about the flooding issues throughout the villages; **ACTION** Cllr. A. Goodman to contact A. Mayo
- d. **Pulham Market Road** - this area will be brought to the attention of the new engineer, along with the concrete slab on Harleston Road – still requiring repair and the drains on Semere Green Lane; **ACTION** – Adam Mayo
- e. **Harvey Lane** - the pedestrian zone was marked in red tarmac – presently there are only a few flecks, a white line and no 'walking people' highlighted on the tarmac – **ACTION** - further item for Adam Mayo.

51. PLAYING FIELD:

- a. **Caretaker** - the Caretaker has been requested to self-isolate again – hedges, paths, notice boards, bottle bank, fly-tipping, benches all need attention; there are several adverts in the Parish News offering garden services, they may be prepared to assist until Jonnie Leeder feels fit again. Cllr. J. Kerr will arrange to talk with Jonnie about support by another to enable him to continue, proposed Cllr. D. Leyserman, seconded Cllr. R. Theobald, all agreed. **ACTION** - Cllr. J. Kerr talk to Jonnie Leeder – to split the hours by using a temporary person; Clerk to seek advice from the NPTS about long COVI;
- b. **Weekly Play Inspection reports** - noted that these are being submitted on a more regular basis - June received
- c. **Playing Field renovations** - Cllr. J. Kerr had circulated a map showing the equipment, 3 quotes have been received – NGF, Sovereign and Online Playgrounds - all are slightly different, with not dissimilar costs; suggested various amendments - changes of pieces, surfacing, removal of train and to mark the areas out to visualise; **ACTION** - Cllr. J. Kerr and Cllr. S. Johnson will return to each quote and ask them to requote with the options, this information will be circulated to Councillors, the ideas/visuals will be surveyed by parents, and via Friends of Dickleburgh Facebook page, close neighbours. It is anticipated that there will be a firm plan by September;
- d. **Scole FC it utilise pitch & changing room** - Dr. Christiaan had been in touch with the Clerk requesting use of the field and changing rooms and the possibility that fees should be waived as very few matches had been played last season. Following discussion including half price payment, 2020 fee paid £350, Clerk to stress that the nets will not be repaired, a vote indicated the consensus was for zero cost for this season only. **ACTION** - Clerk to write to Dr. Christiaan outlining the decision.

52. **COMMONS REPORT** - the performance of The Tempest on St. Commons and new parking regime all went very well, there were a reasonable number at the performance despite the unsettled weather conditions.

53. RECEIPT OF:

- a. **SNC LOCAL PLAN VILLAGE CLUSTERS HOUSING ALLOCATIONS PLAN CONSULTATION** - there are areas of potential development identified within Dickleburgh, with none in Rushall or Langmere. The neighbourhood plan will indicate the preference of sites within the village. **ACTION** - A response to the consultation will be circulated by Cllr. A. Goodman

54. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- **Cllr. A. Goodman** - will circulate an email to SNC indicating that the Harvey Lane site should be outside the development boundary.

. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON **MONDAY 6TH SEPT. AT 7.00PM, AT DICKLEBURGH & RUSHALL VILLAGE CENTRE**

AGENDA ITEMS - amend SO, Financial Regulations, Financial Risk Assessment, laptops and agreements, SNC Housing Allocations consultation response, co-option interest.

The Chair thanked everyone for their attendance.

THE MEETING CLOSED AT 9. 45 PM

SIGNED

DATE