



Parish Council Meeting minutes

For 12th February 2024,
7.00pm, Dickleburgh & Rushall Village Centre

PRESENT: Cllrs. David Leyersman (Chair), Stephen Adlam, Les Bragg, Sam Johnson, Jim Kerr, Pam Reekie and Robert Theobald.

IN ATTENDANCE: Ann Baker (Clerk)
Matthew Hill (Responsible Finance Officer)

MEMBERS OF THE PUBLIC: Dist. Cllr. C. Hudson,

128. ACCEPTANCE OF APOLOGIES - Cllr. A. Goodman, Co. Cllr. Dr. C. Rowett, Dist. Cllr. D. Thompson

129. DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED
- M. Hill item 135a, planning; Cllrs. J. Kerr and R. Theobald – 133c Parish News

130. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION , COUNTY AND DISTRICT COUNCILLORS -
Dist. Cllr. C. Hudson - referred to the recent wet weather & the need to report to the local flood line - call Norfolk Co. Council on [0344 800 8020](tel:03448008020) or [Norfolk Lead Local Flood Authority lfa@norfolk.gov.uk](mailto:lfa@norfolk.gov.uk); the setting of South Norfolk and Broadland Council precept figures for the next year, which was the maximum permitted of 4.99%; the new Men's Shed based at South Green, Pulham Market – practical hobbies, learning & sharing new skills or pop in for a cuppa & banter. The first meeting was on Sat. 27th Jan. at the Pennoyers Centre, with future events at South Green arranged.
Co. Cllr. Dr. C. Rowett - the report is attached in full in the paper minutes file topics included: a short report on the County Council budget, road safety schemes, transport in the rural areas, the cost of travel for post-16's to students & parent, pharmacies & dentistry
Dist. Cllr. D. Thompson - the report is attached in full in the paper minutes file topics included: reference to Poppy Grove & the work with the Highways team by the Parish Council, the residents & developer; Kids Camp at Long Stratton Leisure Centre; grants available to organisations , sport initiatives: www.southnorfolkandbroadland.gov.uk; & to report issues of flooding on the : www.norfolk.gov.uk website

The Chair thanked Dist. Cllr. Hudson for his report

The meeting resumed at 7.12pm

131. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 8TH JANUARY 2024

The minutes of the meeting were accepted as a true and accurate record. It was resolved to approve them, proposed Cllr. S. Adlam, seconded Cllr. R. Theobald, approved unanimously.

132. MATTERS ARISING FROM THE MINUTES OF 8TH JANUARY 2024, FOR INFORMATION PURPOSES ONLY:

- a. **Bench at Langmere** – the Waveney Volunteers have suggested that the bench is secured with concrete blocks and bolts/chain to the ground. **ACTION** - Clerk to contact supplier to see the costs of the fixings. Wording for the 'Woodland Walk' had been submitted by T. Perkins, it was agreed to send for the plaques, and it was resolved to approve the costs of £100.20 from The Workshop, Aberfeldy, Perthshire, proposed Cllr. J. Kerr, seconded Cllr. P. Reekie, all in agreement

- b. **Quotations for the three trees on the Green, Dickleburgh** – Waveney Trees have submitted the necessary paper work to SNBC for the works. The length of consultation is six weeks, therefore the work has been booked in for the 18th/19th September. **ACTION** - Clerk will contact homeowners affected and inform them of the dates.
- c. **'Winter Pressure' grant from SNC** - this is now closed.
- d. **Outside maintenance** - Clerk waiting to hear from Neil Shannon to arrange a meeting, following which a decision can be taken on whether to use his services.
- e. **Bus service to Pulham Market surgery** - a date to meet with Daniel Yellop from NCC, CO. Cllr. Dr. C. Rowett to be arranged.
- f. **Town Lands Charity** - Clerk took a call from Martin Wilby, who will contact the trustees to arrange a meeting in March/April - 24th March is being circulated, following the Church service.

133. 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, along with comments had been circulated to all Councillors.

It was resolved to accept the 'Payments and Receipts' and 'the year to date' spreadsheet - proposed by Cllr. J. Kerr, seconded Cllr. R. Theobald, all approved

b. **British Gas & charges for street lights in the Parish** - there have been further conversations between Matt. Hill and British Gas, who seem to have no understanding of unmetered supplies - invoices are being received monthly and claimed by direct debit, but it is not clear how the rate being charged has been arrived at. Since the fixed rate agreed with the previous supplier (which British Gas had to honour) expired no rate has been agreed. There are 2 contracts, which cannot be amalgamated and RFO is keen to ensure charges for these are not duplicated. Matt Hill is attempting to establish whether a contract can be negotiated. The accounts have been suspended whilst this is resolved. A regular update has been sought to avoid a complaint being raised.

It was resolved that Matt. Hill should continue to pursue a new contract, proposed Cllr. S. Adlam, seconded Cllr. P. Reekie, all approved.

c. **Grant applications: (i) Parish News** - there has not been an application for the past two years. Cllr. S. Johnson stated that advertising costs will be increased later this year, although there have been increases in ink and paper costs. Further discussion included the option to reduce the size of the magazine to A5 (paper costs would remain the same, ink costs increase). It was asked whether the printer might be set up to be more economically, crowd funding, QR codes, were discussed **ACTION** – Cllr. S. Adlam to liaise with Cllrs. J. Kerr and, S. Johnson to search potential sites.

It was resolved to approve a grant of £500.00, proposed Cllr. P. Reekie, seconded Cllr. S. Adlam, all in agreement

Dickleburgh & Rushall Parish Council have the power to maintain churchyards under the Local Government Act of 1972, s215

(ii) 'Pride in Place' grant application to SNBC for refurbishments to the Village Centre had been submitted. It was mentioned that a Teams Meeting had been held to discuss grant funding and advice given in this regard. Item to be added to agenda for March Parish Council meeting for further discussion. **Item agenda for March**

d. **Cost of projector** - the Clerk will research further information including a decent sound system or additional speakers, clear picture resolution would be beneficial too - **ACTION** – Clerk to circulate information upon receipt.

e. **Tree purchase for former Councillor** - discussed a new company, from where to purchase. Clerk to carry out further research - it was agreed the Clerk purchase suitable plant/trees

f. **NALC/NPTS subscriptions** - the attributes of both groups were considered. It was resolved to approve renewing the subscription with NPTS and re-joining NALC for the new financial year.

134. Neighbourhood Planning - a meeting had been held with members of the NP team and Rachel Leggett, the Consultant. The responses to the Reg. 14 from SNBC had been addressed, these were

presented. These will be forwarded to SNBC in due course and Rachel Leggett's company will take on the final documentation of the NP

135. Planning Applications as received from South Norfolk Council:

- a. **Planning Application 2024/0030 Willowdene, Semere Green Lane, Dickleburgh** - proposed ground floor and first floor extension and associated alterations - it was resolved to recommend approval of this application
- b. **Planning Application 2024/0236 Walnut Cottage, Harleston Road, Rushall** - works to include the erection of a cart lodge and log store, the widening of the existing access with associated landscaping and retrospective change of use of agricultural land to residential land - it was resolved to recommend approval of the proposal
- c. **Planning Application 2024/0125 Works to TPO Trees at 80 Rectory Road, Dickleburgh** - T1 Oak - 10% crown thin and crown reduction from 6.5m to 5.5m and current height 7.5m to 6.5m. Reduce branches over the garage to avoid potential damage to the building, then balance the crown - noted
- d. **Planning Application 2024/0307 Works to TPO trees in Conservation Area land at junction of Rectory Road and The Street, Dickleburgh** - T1 London Plane - to top tree by a third, reshape back to previous reduction point, lift lower canopy by 4m from ground, approximate finish: H 14m, W 12m; T2 Lime - to top tree by third, reshape to previous reduction, lower canopy by 4m from ground, approximate finish H 12m, W 4m; T3 Lime - to top by third, reshape to previous reduction, lift lower canopy by 4m from ground, approximate finish H 12m, W 6m - noted
- e. **Planning Application 2023/3449 (2022/0007) 4 Thatched Cottages, Norwich Rd., Dickleburgh** - a retrospective garage application - oversight by SNC, no comments received from the PC following extensive discussion at the PC meeting in January. **ACTION** - Clerk will liaise with Cllrs. A. Goodman and D. Leyserman in preparing a response in time for the Development Management meeting on Monday 19th February, at the Horizon Centre, Norwich (SNBC Council Offices)
- f. **Receipt of Consultee reports of Planning Decision made by SNC:**
 - (i) **Planning Application 2023/3541 & 2023/3542 Avalon, The Street, Dickleburgh** - single storey extension - Approved with conditions 16th January 2024
 - (ii) **Planning Application 2023/2133 7 Smiths Close, Dickleburgh** - single storey front and side extension to existing garage - Approved with conditions 5th February
 - (iii) **Planning Application 2023/3338 Agricultural building east of Orchard Farm, Harleston Road, Rushall** - Prior Approval of change of use and associated building works to a dwelling house - Refused 7th February, several issues required attention

136. HIGHWAYS AND PROW REPORTS:

- a. **Re-surfacing of Limmer Avenue, Dickleburgh** - NCC has contacted the Council to inform them of footway reconstruction works involving the re-surfacing of the footway and replacement kerbs, commencing on 7th March for five weeks. Permission has been sought to site the works compound on the corner of the Village Centre car park (an area of 5m x 10m). Residents will be notified by letter prior to the event. **ACTION** - Clerk will prepare a letter for residents too.
- b. **Poppy Grove, Dickleburgh** - 20mph speed limits signage - residents have complained about the size and siting of these signs - this is a lower speed zone that has been adopted by NCC for new residential estate roads to assist vulnerable road users. Hopkins Homes still have responsibility for the site and have been approached to reduce in size the roundels and reposition one only, closer to the entrance away from the properties.
- c. **Safe Crossing on Ipswich Road** - Co. Cllr. Dr. C. Rowett reported that only two proposals had gone forward, this was not one of them. However she is working with Highways to see if alternative resources can be found for the remainder of the projects.
- d. **Furze Green, Rushall** - as above - **ACTION** - Clerk to inform residents of the outcome

PRoW

- e. **Lonely Road bridleway** - As yet there has been no change – **ACTION** - the Clerk to write to the two landowners copying in Frances Salway there is a need for on-going maintenance as currently the bridleway unsuitable for horse riders wishing to use it. Clerk to address

137. PLAYING FIELD REPORT:

- a. **Receipt of play inspection weekly reports** – this continue to be carried out by Matt Hill - it was suggested that with some training this task could be given to Hadleigh Drake or Neil Shannon as part of their duties.
- b. **BMX track** - (i) Excite Solutions Ltd. have already quoted to cut the grass and weeds and apply weed killer to the track and remove any rubbish from the site, this work will be carried out before the end of March. Cllr. S. Adlam offered to trim up the hedge on the School side, as far as the end of their site as brambles are encroaching the path.
 - (ii) **Fallen tree branches** – standing dead bits that need to come down, it was noted that there is dead wood in the trees which needs to be removed. . The Clerk had approached a local resident who wanted to make use of the wood, he will attend to the other branches that are also dead.
ACTION - Clerk to contact resident to see to remainder of dead branches
- c. **Hedge cutting** - see item (b) above
- d. **Grounds maintenance** - this is on-going

138. FRIENDS OF DICKLEBURGH SCHOOL REQUEST FOR A CLOTHES BIN ON THE VILLAGE CENTRE SITE - queries relating to ire, vandalism, responsibility, insurance, where it is going to be placed were raised. The Clerk had limited information from FODs and the Charity 'Recycled Clothing Banks website, further information to be sought, along with arranging a meeting to consider the site for the clothes bank.

139. RECENT CONCERNS REGARDING WET WEATHER - Co. Cllr. Dr. C. Rowett has requested information and photographs about the following areas by the Flood Risk Officer at SNBC: (i) Lakes Road , (ii) Pulham Market Road – collapsed culvert - (iii) unmaintained ditch near Rushall Church - (iv) Harleston Rd. near the junction with Vaunces Road, a resident on Rectory Lane has indicated that there are saplings in the ditches which prevent free flow of water.

ACTION – Flood Officer will be contacted once information has been gathered in the form of emails, letters and photographs

140. TO NOTE RECEIPT OF: (I) NCC NORFOLK MINERAL AND WASTE LOCAL PLAN – notification of the Submission Document

141. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- **Cllr. P. Reekie** – has received some requests/enquiries about hearing loop, which will assist with grant applications - to be considered in the internal refurbishment programme; the lack of a clock; allotments – there are empty plots – possible to reduce in size and advertise in the Parish News, in a way similar to the Norwich Road plots
- **Cllr. S. Johnson** - on Wed. 2.00 – 5.00pm Harleston Library will be celebrating its 60th birthday in conjunction with 'Love your Libraries' month, all are invited to pop-in for memories, teas, cake etc.; the surrounding grass makes the Library looks like it is closed due to uncut grass - the issue is being addressed
- **Cllr. R. Theobald** – as the landlords of The Little Chippy, the matter of a large pothole on the car park has been brought to the Parish Council's attention – Cllr. R. Theobald will ask Kevin Ward (Choc) to take look and submit a quote; password for the laptops - this was unclear. The password sent by SNBC recently to access a meeting was incorrect, unfortunately inconsiderable time had been wasted trying to resolve the issue. - the Clerk received an update at the last minute.

- **Cllr. D. Leyserman** - requested that any information regarding the Waveney Caravan Holiday Park be reported to the PC - there are new owners that may attempt to increase the number of pitches on site, he has been told.

142. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON - MONDAY 11TH MARCH 2024, AT 7.00PM, DICKLEBURGH & RUSHALL VILLAGE CENTRE

AGENDA ITEMS - end of year audits

The Chair thanked all Councillors for their attendance and contributions,

The meeting closed at 10. 25pm

SIGNED

DATE