



## MINUTES OF THE PARISH COUNCIL MEETING HELD ON

10<sup>th</sup> February 2020

7.00pm, Dickleburgh & Rushall Village Centre

**PRESENT:** Cllrs. Les Bragg, Andrew Goodman (Chair), Janice Hulett (Vice Chair), Sam Johnson, Jim Kerr, David Leyserman, Robert Theobald

**IN ATTENDANCE:** Ann Baker (Clerk), Pete Strange (Recognised Finance Officer)

**Members of the Public:** Co. Cllr. B. Spratt, Dist. Cllr. Hudson, 6 residents

**Public Session: Residents** - attending to express concerns about the state of Dickleburgh Moor - an update on the flooding - the land is still flooding, the Internal Drainage Board (IDB) have had their meeting, the pumps are in daily use; residents are anxious that the water may flood their properties/grounds - Chair replied that the Parish Council were under the impression that the owners of the site, the Otter Trust are pumping water off the site daily, it was further understood that there will remain water around the Bridge dependant on the season; the Otter Trust's purpose in buying the land was not to introduce otters, but to encourage habitats for lapwings and other waders; Cllr. Hudson attended the IDB meeting - where allegations were made that changes have been made to IDB's capability; Dickleburgh Moor is a low point/flood plain which needs to be managed properly - in previous years there had been liaison with neighbours who supported the costs, where possible; The Chair, Cllr. Goodman suggested that a meeting be convened with invites extended to all interested parties, to be held at the Village Centre.

It was stated that the Parish Council was and would remain independent of all parties, the invite to attend a meeting would be sent to all Cllrs. prior to those interested parties.

**Dist. Wilby** - reminded Cllrs. of the GNLP consultation days in Harleston Library, 28<sup>th</sup> Feb. and Diss Corn Hall, 3<sup>rd</sup> March; the Annual Litter Pick dates are from the 1<sup>st</sup> March to 31<sup>st</sup> May, local communities are invited to be involved; the increase of Council Tax is to be debated at the next full council meeting; the Boundary Review - submissions and the closure of the consultations have been extended due to incorrect electoral figures on the website, this has been extended to the 24<sup>th</sup> March.

**Co. Cllr. Spratt** - reported that the Council Tax was being discussed at the next County Hall meeting; Children Services still require additional funding; the Norwich Western link is progressing well and should be completed within two years;

**Dist. Cllr. Hudson** - reminded all that South Norfolk on Show will take place on Sunday 5<sup>th</sup> July - details to follow.

The Chair thanked Co. Cllr. Spratt, Dist. Cllr. Hudson and residents for attending the meeting.

**Ben Grief** - spoke to the Parish Council about a project to enhance the Town Land Trust allotment area - a multi functional community green space for the benefit of residents and wildlife - this proposal will be put to the Town Land Trust committee later in the month, Cllr. Adlam & Dist. Cllr. Wilby being the Parish Council representatives. Ben Grief is looking to a long term project that will clear and repair aspects of the site, plant native hedging, seed with wild flowers/grass mixes, plant heritage fruit trees local to the area/community orchard, install a sculpture trail and provide an outdoor space for outdoor wildlife activities, enjoyment and quiet restful place for the community.

The Chair thanked Co. Cllr. Spratt, Dist. Cllr. Hudson and residents for attending the meeting.

*Meeting reconvened at 8.04pm*

**153. Acceptance of Apologies** - Cllr. J. Adlam - accepted

**154. Declarations of pecuniary and other interests from members on any item to be discussed** - none

**155. 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 - To date there has not been a monthly payment from The Little Chippy, Pete Strange will double check, it was agreed to leave this matter until the end of the week, the Clerk or Chair will then look into the matter; An invoice for the annual support cost of the Rushall defibrillator has been received, currently the Dickleburgh machine does not have such a cost - **Agenda item of March;** Hedge trimming fee payment - this will form part of March's payments, along with a grant towards the Forest School training of a teacher at Dickleburgh School;

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Npower (company for St. Clements electricity) is becoming complex - letter has been received indicating that the account is in credit, but as this a Direct Debit it will take approximately nine months to settle out; an appointment has been received for a smart meter - 18<sup>th</sup> Feb. as this needs to be confirmed no-one will attend otherwise - as the estimates are not widely out from the actual readings there is not much to be gained for the small amount of electricity that is used; Npower is to be taken over by Eon;

Eastern Play Services invoice - incorrect parish on the invoice - **ACTION** - Clerk to contact EPS

It was resolved to approve the payments and receipts, proposed Cllr. Theobald, seconded Cllr. Bragg, all in agreement.

- b. **RFO position** - an expression of interest has come from Matthew Hill, former bank employee, member of the Village Society, he has lived in the locality for last few years – Pete Strange has the notes to pass on from Chris Davy, he is still happy to liaise with Matthew, **ACTION** - Clerk to liaise with Pete Strange re the handover. The Chair thanked Pete on behalf of the Parish Council for his detailed work during the past year.
- c. **Annual membership of NPFA** - Agenda item for March

**156. Approval of the Parish Council Meeting Minutes, held on 13<sup>th</sup> January 2020** - the minutes were adopted as a true and accurate record, it was resolved to approve, proposed by Cllr. Hulett, seconded by Cllr. Kerr, all agreed.

**157. Matters arising from the minutes of the last meeting – for information purposes only incl.:**

- a. Mikeys Bar incident - Cllr. Goodman met with the Chair of the Village Centre – Terry Clarkson, a strategy was agreed and a meeting with Mikeys Bar and the resident to discuss the incident that had occurred on New Year's Eve was arranged, it was agreed that all should feel welcome at the Bar, any occurrences were to be reported to the Village Centre committee, however the resident did not turn up.
- b. VE celebrations - Cllr. Kerr reported that there was a further meeting later in the week - lots of ideas have come forward – organisation of the publicity for the fete – most village publications will be sent details, Scole magazine request a fee for advertising, which will generate an invoice; two bouncy castles are booked, craft stalls are invited, Mick Nick's Hog Roast; it appears that the 100<sup>th</sup> Bomb Group are holding an event of their own and are unable to offer assistance;
- c. Tree felling at the Norwich Rd. allotments – this will go ahead at the beginning of March, the owner of the house receiving two thirds of the logs with a third being offered to residents who will benefit from the logs - **ACTION** Clerk will speak with Cllr. Adlam to create a list of residents who would benefit from the fuel, any resident to contact the Clerk or Cllr. Adlam

**158. Annual Parish Meeting date** - this was agreed as Mon. 27<sup>th</sup> April, 7.00pm, the theme will be an agenda item for the March meeting - the Town Land Trust project may be a subject on the agenda.

**159. Replacement of owned Parish Council street lights** - following discussion around replacing due to failure or by identify blocks to renew may be the way forward. Pete Strange pointed out that there could be savings made if LED bulbs were installed or the lights were upgraded using better technology that was dark sky friendly. Cllr. Theobald will investigate how much T.T. Jones charge for the installation of new lights, the replacement and savings aspect, whether there is a discount for having several replaced rather than a couple at a time; in the meantime it was agreed to replace broken lamps as they occurred; **ACTION** - Cllr. Theobald will further investigate and prepare a short report for April.

**160. Proposal for the allotment area behind Brandreth Close** - following the presentation from Ben Grief members of the Council discussed the project - the long-term viability of the project, the land is of poor quality and difficult to cultivate; there are a number of dogs walkers, significant amounts of litter and youngsters seen in the vicinity; there was agreement that it's development would enhance well-being and mental health; maintenance of the community orchard by individuals or families who adopt or manage a specific tree may be an option; a suggestion to form a working group to speak with similarly run orchards in due course would be helpful – how they keep people involved, organisation etc.;

It was agreed the proposal was sound, however it will be dependent on the decision reached by the Town Land Trust - a long lease would seem appropriate, with research into corporate funding, on-going management, based on the principal of a green community space. It was agreed that the Parish Council supported the idea at this stage, **ACTION** - the Chair to circulate a response.

**161. Annual Litter Pick** - following discussion the date was agreed - 28<sup>th</sup> March, from 9.30am, **ACTION** - it was agreed to add to the Parish News report - Clerk, Cllr. Johnson - to ask School to add to their Facebook page, mention to Alicia to encourage the involvement of the Beavers. **Agenda item for March**



**162. Parish Council Website** - the options had been circulated – to continue with NALC, to approach Paston Chase, or NPTS - Steve Jackman, or a combination – hosting with Paston Chase and training with Steve Jackman;

Cllr. Theobald is still interested in the building and training of the website, check whether it is an annual renewal or a longer period for the domain name. **ACTION** - Clerk to co-ordinate, confirm information with the two groups, request costs and circulate the information, proposed by Cllr. Kerr, seconded by Cllr. Leyserman, all in agreement.

**163. Boundary Commission's Consultation** - Cllrs. Goodman and Hulett had circulated a proposed response to the boundary of the West Deptwade area. A letter had been composed and also circulated, proposed Cllr. Goodman, seconded Cllr. Kerr - **ACTION** – Chair or Clerk to send response

**164. GNL P Consultation** - the Chair reported that SNC have withdrawn from the GNL P site allocation proposals, it is proposed that there will be a reduction in the number of homes for the SN area – Diss and Harleston will be allocated the same number, but all villages will take a smaller number. The Chair suggested that within the response from the Parish Council a comment be added that this presents an opportunity for environmental analysis be incorporated into SNC's strategic approach - to assess the carbon footprint of the additional homes and the correlation between Highways/road infrastructure and Planning to be addressed, proposed Cllr. Goodman, seconded Cllr. Hulett, all in favour. **ACTION** - Cllr. Goodman to compose and circulate the response

**165. Neighbour Plan, a short report on the Open Day** - approximately 60 people attended, apart from a couple of negative comments, which are being addressed, the next step for each group is to meet separately, look at comments and adjust the policies, there will then follow a full meeting of the Neighbourhood Planning Team, who will report back to the Parish Council via the Chair. It is hoped that the Policy documents will be ready for all to see around May time.

**166. Highways & PROW:**

- a. Hedge quotes - following a short discussion it was agreed to ask Excite Solutions to carry out the work, proposed Cllr. Johnson, seconded Cllr. Kerr, all in favour. **ACTION** – Clerk to contact the contractor and arrange a date as soon as possible.
- b. Footpath seminar, Thompson Community Hall, Thompson, near Thetford, 28<sup>th</sup> February - Abigail Watson, a member of the Footpaths team will attend.

**167. Playing Field report:**

- a. Receipt of monthly inspections & any faults - noted
- b. MUGA grant - there has been no response as yet from the Ministry of Housing as yet. For the project to go ahead the funds would provide the impetus for applying for further grants.
- c. Wild flower verge - negotiate with Cllr. Adlam regarding a date to carry out the work - **Agenda item in March**

**168. Commons report** - the next meeting is on Sun. 23<sup>rd</sup> Feb. 10.30 at Shorelands; there is a vacancy on the Committee, it was recommended that Tony Perkins a Rushall resident of the village be invited onto the committee – this was agreed; a recommendation was made that the Parish Council offer the contract to Martin Everett to cut Langmere and St. Clements – following meeting with Andrew Goodman - the Parish Council would offer him what The Otter Trust would have paid for the hay, the Council, the Parish Council would sell it on to The Otter Trust at the same cost, the hay would be delivered direct to The Otter Trust - proposed Cllr. Kerr, seconded Cllr. Bragg, all in agreement

The brambles and scrub, on Langmere Common are making it difficult for Martin Everett to cut the hay in July. The Conservation Volunteers group suggested a working party on Friday 21<sup>st</sup> Feb. 1-4pm, **ACTION** - the Chair to circulate information to the Neighbourhood Team, local residents and the School

Martin Everett has pointed out that some trees that are not in a good condition on Langmere Common, The Otter Trust have offered to cut and pollard at no cost.

The Conservation Trust expressed concern about the narrow gateway at St. Clements between Field 1 and Field 2 - it was suggested that the culvert be extended to enable the tractor to pass through – this will be managed by TCV; a compostable toilet on the site was also discussed.

**169. GDPR report:**

- a. 'Terms of Reference' for the website - Cllr. Hulett has looked at this carefully, detail needs to be added, **ACTION** - the Clerk to circulate information
- b. 'Declaration of Confidentiality' - the Parish Council is in breach of GDPR with members who do not have a password protected/dedicated email address, those who had complied signed a copy of the form and returned it to Cllr. Hulett

**170. Planning Applications as received from South Norfolk Council:**

- a. **Planning Application 2020/0077 – 23 Merlewood, Dickleburgh** – single storey extension & front porch - it was resolved to recommend that the plans be approved by SNC Management

**171. Receipt of consultees reports of planning decisions made by SNC:**

- a. **Planning Application 2019/1897 – Polar Farm Barn, Langmere Rd., Dickleburgh** – conversion & extension of detached domestic garage to form a single storey residential annexe - **Approved 11<sup>th</sup> December 2019**
- b. **Planning Application 2019/2195 - Carefree, Norwich Rd., Dickleburgh** – conversion of integral garage into a study with entrance area - **Approved 10<sup>th</sup> December 2019**
- c. **Planning Application 2019/2367 - TPO - 35 Merlewood, Dickleburgh** - fell an oak tree – **Refused 10<sup>th</sup> Feb., 2020**

**172. Receipt of Clerk's report - noted**

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

- Cllr. Hulett – suggested that they revisit who is on which committee - Agenda item for March
- Cllr. Johnson – move bin from near shelter bolted to ground - Agenda item for March, put another one somewhere else
- Andrew Goodman – asked Councillors if they were happy regarding the length of meetings – he felt that it was necessary for conversations to happen, that all Councillors the opportunity to speak and share their thoughts. All Councillors reported that they were pleased with the way the meetings were being managed – it was felt that this meeting was longer than usual due to unforeseen circumstances.

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

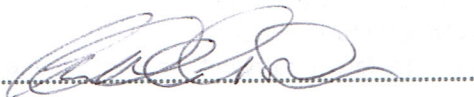
**Next Meeting - Monday 9<sup>th</sup> March 2020, 7.00pm, at Dickleburgh and Rushall Village Centre**

Apologies were received from:

Agenda items: Village map, new website, VE celebrations, RFO position,

There being no further business the meeting ended at 10. 30pm

Signed .....



Date .....

9<sup>th</sup> March 2020