



PARISH COUNCIL MEETING MINUTES FOR  
6<sup>th</sup> September 2021  
Held at Dickleburgh and Rushall Village Centre

**PRESENT:** Cllrs. John Adlam, Andrew Goodman (Chair), Les. Bragg, Robert Theobald

In Attendance: Ann Baker (Clerk), Matthew Hill (Responsible Finance Officer)

**MEMBERS OF THE PUBLIC:** Dist. Cllr. M. Wilby, Dist. Cllr. C. Hudson, two residents

**55. ACCEPTANCE OF APOLOGIES** - Cllrs. J. Kerr, S. Johnson and D. Leyserman, Co. Cllr. Duffin - accepted

**56. DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED** – new forms have been issued to all Councillors

*Meeting adjourned at 7.05pm*

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

**Dist. Cllr. Wilby** - reported he was pleased to see the Half Moon open and people enjoying the outdoor facilities; Cllr. Wilby's Members fund is open for community projects – mention of water to the allotments would be a suitable project; there is a local consultation linked use of public monies in Harleston; the Long Stratton bypass is progressing steadily - anticipated start time 2023, 2024 completed; the Parish Partnership letter has been sent out, extra money has been added for road safety schemes; additional money has been allocated over four years for pothole and prevention plans. Interest in these funding streams may be applicable to the project on Quiet Lanes; A resident commented on the urgent need for calming measures in The Street – possibly a chicane, local access by large lorries to Box Factory and similarly tractors, this was also noted by Dist. Cllr. Wilby  
Data from SAMs – figures from records, check the average speed, if road clear move quicker, parked cars on The Street slow traffic

**Dist. Cllr. C. Hudson** - also expressed that it was good to see the Half Moon open; 'Solar Together' – this is a new fund for panels on roof and battery storage, these could be purchased by residents through SNC/Broadland ensuring a better deal by group purchase; the Help Hub has extended its' hours from 8.00am to 10.00pm, Monday to Fridays; Dist. Cllr. noted that the white line on Harvey Lane had been installed, however there are still on-going issues – narrow, no indication of what it is – pedestrian walking, wording.

The public had no further questions or issues

**The Chair thanked Dist. Cllrs. Hudson & Wilby for their reports** and welcomed the two interested parishioners

*The meeting resumed at 7. 21p.m.*

**58. 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; the August payments were minimal, September's payments will include two lots of grass cutting, PAYE and British Gas – the next bill is due 30/09, allotments payments are steadily being paid. It was resolved to approve, proposed Cllr. R. Theobald, seconded Cllr. J. Adlam, all members approved;
- b. **FINANCIAL REGULATIONS AND FINANCIAL RISK ASSESSMENT** - these had been circulated with the necessary amendments. It was resolved to approve, proposed Cllr. L. Bragg , seconded Cllr. R. Theobald , all members approved;

**59. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 12<sup>H</sup> JULY 2021** - the minutes were adopted as a true and accurate record, it was resolved to approve, proposed by Cllr. R. Theobald, seconded by Cllr. L. Bragg, all approved.

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

- a. **HALF MOON** (minute 43a) – finalise the fliers for Rushall residents and distribute, complete SNC Community Asset form and submit;
- b. **HEDGE IN FRONT OF STONEY BROOK** (minute 43b) – the hedge has been cut on the Village Green side, the other side of the hedge is private property; the Chair will visit the individuals properties;
- c. **SPEEDWATCH** (minute 43c) - Speedwatch was conducted the previous weekend, a number of vehicles were recorded as speeding in the 30mph; with only three members there is a limit to the number of sessions. Councillor A. Goodman will arrange for an updated advert for the website;
- d. **WATER TO THE ALLOTMENTS** (minute 43d) - Julie Munnings and Cllr. S. Johnson have a meeting arranged for Wed. 15<sup>th</sup> Sept. with all holders, the ambition is to create an association;
- e. **CO-OPTION UPDATE (MIN. 46)** - three people have expressed an interest in the two vacancies, applications have been sent to those interested; those who submit the completed form will be invited to the October meeting - Agenda item for October;
- f. **HARVEY LANE PEDESTRIAN ZONE (MINUTE 50)** - essentially the white line has been painted, in places it is not wide enough, it is undistinctive without obvious change in colour, the Chair will contact A. Mayo, SN Highways Engineer; the question was raised as to whether the houses in Catchpole and Limmer Avenue might they be prepared to lose part of their gardens to create a safer path through to the playing field, school and amenities; ACTION - Cllr. A. Goodman to talk with A. Mayo;
- g. **CARETAKER REVIEW (MINUTE 51A)** - this will be arranged – Agenda item for October
- h. **SNC LOCAL PLAN VILLAGE CLUSTERS HOUSING ALLOCATIONS CONSULTATION (MINUTE 53A)** - with further examination this is a technical consultation, response not appropriate;
- i. **HARVEY LANE PLANNING BOUNDARY (MINUTE 54)** - GNLP – each cluster has to deliver 25 homes, schedule 14 public consultation defined each cluster as being centre on a primary school. Beyond Poppy Grove – it is the understanding of the Parish Council that the field beyond Poppy Grove is outside of the development boundary, it is further understood that, when the Neighbourhood Plan comes into effect there will be no more development until 2042

**61. STANDING ORDERS** – there were no required amendments, the document was circulated to all Councillors prior to the meeting; it was resolved to approve, proposed by Cllr. J. Adlam, seconded by Cllr. L. Bragg, all approved.

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

- a. **Planning Application 2021/1593 & 2021/1594 – Rectory Road, Dickleburgh** – erection of a single storey side & rear extension, including internal alterations
- b. **Planning Application 2021/1797 – Manor Farm House, Ipswich Road, Dickleburgh** – remove and replace 29 windows and one door and frame
- c. **Planning Application 2021/1723 & 2021/1724 - 4 Thatched Cottages, Norwich Road, Dickleburgh** – single storey rear extension
- d. **Planning Application 2021/1682 – The Dickleburgh Crown, The Street, Dickleburgh** - remove defective render to front, repair timber framing, re-instate brick in-fill, new lath and plaster to all, re-paint front door to match
- e. **Planning Application 2021/1740 - 3 LIMMER AVENUE, DICKLEBURGH** - loft conversion and internal alterations, dormer windows front and back, new pitch roof to porch

All applications were circulated during August, there were no objections raised, the correspondence was sent to South Norfolk Development Management to recommend approval of all the above.

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

- a. **Planning Application 2021/1401 – 4 Thatched Cottages, Norwich Road, Dickleburgh** - Approved 4<sup>th</sup> August 2021
- b. **Planning Application 2021/1483 – 51 Rectory Road, Dickleburgh** - Approved 17<sup>th</sup> August 2021

c. **Planning Application 2021/0679 – Apple Tree Farm. Lakes Road, Dickleburgh** – Approved  
23rd August 2021

**64. NEIGHBOURHOOD PLAN** - Cllr. Goodman reported that the Neighbourhood Team had looked at the issue of the 25 homes - it was suggested that fifteen homes be allocated to the LaRonde site and ten homes to the Chenery site – these are not a formal offers, the developers will meet and inform Cllr. A. Goodman of their decisions. In other discussions LaRonde offered participation in development/design sessions with the NP team, to include the Parish Council; SNC have returned the draft copy of the NP plan for refinement; the information also needs to be up on website, along with meetings, plans etc. **ACTION** - Cllrs. R. Theobald, A. Goodman and the Clerk to arrange a date.

**65. HIGHWAYS & PROW:**

- a. **Quiet Lanes project** - renewed contact has been made with NCC and Adam Mayo regarding this - the proposal was accepted – the five roads were identified linking to PROW, this should improve the public's safety – vehicles drivers will be aware of the public walking, on horseback, or cycling, rom signage, with a recommended speed of 20mph – Cllr. A. Goodman has requested documents and principle guidance from Co. Cllr. B. Duffin, along with a code of practice for farmers – to protect the country side;
- b. **PROW** – there had been an exchange of emails between the Clerk and Francis Salway, regarding the route to Burston Rd. over to White House Farm, which is on LaRonde land to create a safe issue of crossing; Pack Lane has this or is it a re-instated bridleway as identified on Faydens map, is there a need to re register; **ACTION** - Clerk to mail Frances Salway for further clarification and a meeting.

**66. PLAYING FIELD:**

- a. **Weekly Play Inspection reports** - noted that these are being submitted on a more regular basis - July received
- b. **Playing Field Toddler area** - three quotes have been received from NGF Play Ltd., Online Playgrounds and Sovereign - all very similarly priced - £35,000 - £38,000.00, excluding VAT . The preferred bid, as recommended by Cllrs. J. Kerr and S. Johnson was for NGF Play Ltd. There was wide range discussion about the quotes. The proposition to was to accept the guidance of Cllrs. J. Kerr and S. Johnson to accept NGF Play Ltd. as the preferred bid, proposed Cllr. R. Theobald, seconded Cllr. L. Bragg, all agreed. **ACTION** - notice to residents and parents, inviting a response to the proposal; confirmation of the order to NGF Play Ltd; Clerk to contact G. Howard at SNC regarding the S106 monies.

**67. COMMONS REPORT** - there will be a meeting later this month or early October - the over wintering of commons, purchase of gates for Langmere Green, the picnic bench to be replaced at Langmere; the Daphne Buxton Memorial Fund had been thanked for arranging the performance on St. Clements Common in July; the activities on the two sites should be published more widely to attract more residents; the minutes of the Commons Committee and the management plan should be displayed on the notice boards, also update the website; the TCV are creating a good network of people; **ACTION** - more publicity about activities happening, the whereabouts of the Common and Green, improved links with the School.

**68. PURCHASE OF LAND OFF RECTORY ROAD, DICKLEBURGH FROM SNC** - basically Covid 19 affected the progress of this matter. Renewed contact with SNC to purchase the land between two properties on Rectory Road is required. **ACTION** - Clerk to contact the person at SNC now overseeing this aspect

**69. RECEIPT OF THE FOLLOWING:**

- a. **NCC Parish Partnership Highways Improvement invitation** – applications to be completed for projects/schemes by 10<sup>th</sup> December 2021 – re-routing of FP3, towards Burston Road – could be a possible project or the eradication of Japanese Knotweed in the Semere Green Lane area – Adam Mayo has been alerted to this urgent matter; **ACTION** - Cllr. A. Goodman to arrange a meeting with NCC Highways Engineer Adam Mayo;
- b. **SNC/Broadland Accommodation review, closed 26<sup>th</sup> August '21** - consultation/review of existing accommodation used by the two Councils and how they could be merged – possibly resulting in one building only;
- c. **NCC 'Transport for Norwich Strategy' consultation – 28<sup>th</sup> August – 8<sup>th</sup> October;**
- d. **SNC/Broadland 'Review of Hackney Carriage & Private Hire Vehicle Policy & Conditions'** – this is to be implemented in April 2022
- e. **NCC Report on Flooding in December 2020** – this is a disappointing report; a consultant investigated some of areas around Rushall; Cllr. J. Adlam has an automatic rainfall system he can provide information and records

for a number of years, which could be useful - **ACTION** Cllr. J. Adlam offered to send the information to NCC and Paul Baker

**70. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:**

- **Cllr. A. Goodman** – the contract for Cllr. laptops has been finalised and circulated, Cllr. J. Adlam is adding the emails and passwords to the laptops, the contract and laptop will be delivered to individual Councillors in due course; Cllr. A. Goodman has been in contact with residents from Poppy Grove who alerted him to an issue the in the field opposite to Poppy Grove, an owner has put up a fence around their plot of land (near to the crossing sleeper), the fence has been damaged, the sleeper has been removed; Cllr. A. Goodman has advised them to liaise with Cllr. J. Adlam who may have more pertinent information;
- **Cllr. J. Adlam** - there has been a suggestion for an Open Gardens weekend, a Street Party for Queens Jubilee – there will be an article in the Parish Magazine. The Church are offering to provide the catering - coffee/tea/lunches, suggestion of music and other activities through the day/weekend – **Agenda item for Oct.;** refugees in village;
- **Cllr. L. Bragg** – enquired about daily access to Rushall Church – the Rev. Sarah Walsh has to give permission for 24/7 opening, the PCC will be required to ensure that it is viable too;
- **Cllr. R. Theobald** - website - events/activities are happening but as yet they are not being advertised on the site - possibly a request to organisations in the Parish Magazine to be notified of this option.

**71. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON **MONDAY 18<sup>TH</sup> OCTOBER, 7.00PM, AT DICKLEBURGH & RUSHALL VILLAGE CENTRE****

**AGENDA ITEMS** - Roles & responsibilities, Queens Jubilee events; Poppy Grove field opposite, fence put up near sleeper after land be bought, skate board facility; youth provision – how many are there??

The Chair thanked everyone for their attendance.

**THE MEETING CLOSED AT 9. 23 PM**

SIGNED .....

DATE .....

