



Parish Council Meeting minutes

For 9th October 2023,

7.00pm, Dickleburgh & Rushall Village Centre

PRESENT: Cllrs. Andrew Goodman (Chair), Les Bragg, David Leyserman, Sam Johnson, Pam Reekie, Robert Theobald.

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

MEMBERS OF THE PUBLIC: Dist. Cllr. C. Hudson, Dist. Cllr. D. Thompson, residents

67. ACCEPTANCE OF APOLOGIES - Co. Cllr. Dr. C. Rowett, Cllr. J. Kerr, Cllr. S. Adlam - approved

68. DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE DISCUSSED – item 75 - Planning application 2023/2939 - Dist. Cllr. D. Thompson expressed his interest in this planning item

69. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION , COUNTY AND DISTRICT COUNCILLORS -
Co. Cllr. Dr. C. Rowlett - the report mentioned the Road Safety Community Fund and Parish Partnership project to support Parish Councils with highways issues, the Long Stratton by pass which has received planning permission from SNC, a number of committee meetings that she has attended at NCC, flood prevention matters and a new website that enables people to travel by bus, train or bicycle. The full report attached in the paper file

DIST. Cllr. D. Thompson - reported that 'City Fibre,' have been surveying and installing across parts of Norfolk, to provide broadband to a number of business premises; The Finance Committee agreed to appoint an independent person onto the committee, providing suitable transparency; fly-tipping is still an issue around the County and should be reported via the website.

Dist. Cllr. C. Hudson - reported that the Village Centre refurbishment could be supported with a grant from Pride in Place, the details will be investigated; Dist. Cllr. C. Hudson had attended the institution of the Rev. Carl Melville, Dickleburgh Benefice, where he emphasised re-vitalising and encouraging volunteers; it is extremely likely that SN will initiate a new Village Clusters Call for Sites, with a possible new consultation in the Springtime, with an end date in late 2025; planning permission has been granted for the Long Stratton By Pass so funding will be sought, as the costs have increased. A question was asked regarding the possible unearthing of further archaeological evidence - was the council being scrupulous in dealing with this? Dist. Cllr. C. Hudson replied that this would need to be raised with NCC or Co. Cllr. Dr. C. Rowett; Dist. Cllr. C. Hudson has raised a query about 'Warm Rooms' this coming winter season; Mr Hill, the RFO pointed out he is not unhappy with the dog bin service itself or the Finance department. It is the department responsible for issuing invoices that is causing concern. They are invoicing for collections that are not made, failing to provide revised invoices, preferring credit notes, which are also incorrect sometimes. In addition they threaten termination of the contract if payments are not received. Cllr Hudson agreed he would follow the matter up with officers.

Dist. Cllr. C. Hudson confirmed that to the best of his knowledge The Octagon in Diss was funded for this financial year; he gave an update on NCC buying pig farms, emphasising the need for more communication with the public on this matter.

19.15 - Cllr. S. Johnson arrived

Dist. Cllr. D. Thompson – the planning application, item 2023/2939. Dist. Cllr. D. Thompson confirmed the plans put forward do not contravene the Neighbourhood Plan – the bungalows would specify a condition for ‘Over 50’s.’

Dist. Cllr. D. Thompson stated that the plans complied with the NP, although one of the properties lay partly within the Cordon Sanitaire, with the edge of the property being 380m from the sewage works - he is not intending to amend the plan, it is for full planning submission - he has spoken with the neighbours and confirmed their support. He confirmed he understood the importance of the Cordon Sanitaire within the Neighbourhood Plan.

Planning application 2022/0007 & 2023/0961 - several neighbours have raised issues with the Dist. Cllrs. and the Parish Council – the car port is a garage with double doors which when open, would block access to number 3 parking, in addition the doors would open onto other residents land; solar panels are replaced with Velux windows – which look directly into the cottage next door to number four; the height is over four metres – casting shadow over gardens on Mill Close, a manhole has been moved onto a neighbouring property without permission being sought; the plan does not reflect the Land Registry entry. Both Dist. Cllrs. indicated that they will discuss the issues with the Development Management team and request the building is re-inspected. Furthermore certain aspects of the planning application had been overlooked by SNC and the Parish Council had not been notified of the plans originally before being passed. See 75(b) below.

The Chair thanked everyone for their attendance, indicating that they were welcome to remain for the remainder of the meeting.

The meeting resumed at 8.03.

- 70. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL ON 18TH SEPTEMBER 2023** - The minutes of the meeting were accepted as a true and accurate record. It was resolved to approve them, proposed Cllr. P. Reekie, seconded Cllr. R. Theobald, all approved unanimously.
- 71. MATTERS ARISING FROM THE MINUTES OF 18TH SEPTEMBER 2023, FOR INFORMATION PURPOSES ONLY:**
- a. Community Asset update - SNC have acknowledged receipt of the application
 - b. Quotation for trees on the Green, Dickleburgh – the plan is to cut the trees during the winter months
 - c. Good Neighbours notice - this appeared in the Parish News
- 72. 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’ sheet, proposed by Cllr. D. Leyserman , seconded Cllr. R. Theobald, all approved
 - b. **Approval of the second quarterly bank reconciliation** - this had been circulated earlier, it was resolved to approve the reconciliation, proposed Cllr. D. Leyserman, seconded Cllr. R. Theobald, all in agreement
 - c. **Approval of a small increase to the allotment rents** - it was proposed that a small increase be applied to the rents - £22.00 per full plot, £13.50 per half plot. Some owners were concerned that they worked hard on their plot, whilst others didn’t - there could be a myriad of reason for neglect and understanding was required. Many of the rental letters have been sent by email, requesting BACs payments, where holders do not have internet connections cash was agreed. Holders were requested to let the Clerk, Julie Munnings or Cllr. S. Johnson know when payment had been made and the method; it was resolved to approve the increase, proposed Cllr. S. Johnson, seconded Cllr. P. Reekie, all in agreement

- d. Reminder of projects, headings for next year's budget** - Councillors were requested to send any ideas for projects to Matt Hill, Finance Officer for consideration at a meeting of the Finance Working Party late November/early December
- e. Raise resolution re Dog bin invoice** – this was raised in the public session, the issue will be investigated by the two Dist. Cllrs. - **Agenda item for November**

73. NOTICE OF THE RESIGNATION OF CLLR. T. PERKINS - the Clerk and Chair had received an email of resignation from Cllr. T. Perkins due to ill health. An acknowledgement of Cllr. T. Perkins input to the Parish Council and wider community ought to be noted - suggestions were: to acknowledge his contributions on Langmere Green and as founder member of Waveney Volunteers for Nature - the avenue of trees planted during the Platinum Jubilee be marked with a plaque bearing his name, and a bench with plaque on St. Clement Common. The suggestions were proposed by Cllr. R. Theobald, seconded by Cllr. D. Leyserman, all unanimously approved the proposals. **ACTION** - Clerk to investigate the recording the avenue of trees on Langmere Green on the Kings Canopy site; the Clerk to notify SNC of the vacancy

74. A SHORT REPORT ON THE REG. 14 CONSULTATION - Cllr. A. Goodman reported that the Locality Grant had been successful; the grant for consultants has been agreed, however the bat survey, which specifies a window from April to September is within the next financial year. Locality suggest reapplying next financial year. Clarity will be sought on this as approval of the next tranche of grants often comes later than the window permits, the survey is a crucial part of the NP. It is hoped that a meeting will be arranged in the next couple of weeks for the Consultants to be introduced to the team. Part of the remit will be to report back semi-frequently, the Consultants will also be invited to speak at a Parish Council meeting.

There are still issues around SNC's Village Clusters Site Allocation – at the last call for sites two sites of particular importance came forward – the field behind Chenery's, the other was in two parts, a field by the grave-yard and an area beside Footpath 3 – both owned by Kings House, as a site for two bungalows. With the extension of time there will be an opportunity for other sites to come forward; However if the Neighbourhood Plan can be adopted, this will mean that all new sites will have to be assessed to the standards of the NP. The Chenery site on Ipswich Road is a brown field site, it was noted that the bungalow in middle had been sold;

75. Planning Applications as received from South Norfolk Council:

- a. Planning Application 2023/2939 Land north of Kings House, Norwich Road, Dickleburgh - erection of two bungalows, with alteration to existing access, part demolition and reduction in height of existing boundary wall** - this was discussed at some length - Cllr. D. Thompson's comments are recorded in the Public Session above. Concerns raised were the Cordon Sanitaire – the ruling made by the Sec. of State, the in-filling of a green space, the impacts on an ancient meadow, current residents parking, bio-diversity concerns. A response to be circulated indicating the lack of flora/fauna records, the following aspects of the NP – arrangements for parking, garden size, water harvesting/carbon neutrality mitigation, loss of a valuable green space
- b. Planning Application 2023/0961 & 2022/0007 – 4 Thatched Cottages, Norwich Road, Dickleburgh – application for car port & car port revised** - residents had contacted the Parish Council and local SNC Councillors regarding the contravening of application 2022/0007, residents and statutory bodies did not appear to have received the amended application 2023/0961. Concerns regarding: doors on a car port, Velux windows not solar panels, overlooking properties, access to turning circle when garage doors are open onto others property. The District Councillors noted these issues and agreed to investigate the matter with the Development Management team. Parish Council will write to SNC expressing

concern over the planning application not coming before the Parish Council for consideration.

- c. **Receipt of Consultee reports of planning Decision made by SNC:** none

76. HIGHWAYS AND PROW REPORTS:

- a. **Safe Crossing on Ipswich Road** - a meeting had taken place – Highways, District and County Councillors, and residents. It was agreed by Highways that an extension to the path/TROD was required – a quote to be sought from Gary Spurling and Kevin Ward along with the quote received from Highways. The option to extend the path/TROD round the corner to the crossing space island, or to cross and create a path before the bend to be explored. This will be put forward as a Parish Partnership project. **ACTION** - Clerk and Chair to arrange a meeting to discuss the detail.
- b. **Furze Green, Rushall – the matter of speeding vehicles** - a document has been composed to reduce the road speed to 40mph through Furze Green; **ACTIONS:** Clerk – to obtain anecdotal evidence of current dangers for residents, a quote for 'gateway entrances' to be sought from Dissigns; Highways to supply the cost of signage, road markings and evidence of speeding, seek permission from Highways to erect signs on the verge. The information will be circulated to the three other parishes involved – Needham, Pulham St. Mary, Starston.

PRow

- c. **Lonely Road bridleway** - although this path has been cut by the contractors, access is limited by the growth of saplings, fallen trees – evidence from photos will be sent to the landowners requesting these are cut back to enable passage along the bridleway

77. DATA PROTECTION POLICY - Agenda item for November meeting

78. PLAYING FIELD REPORT:

- a. **Receipt of play inspection weekly reports** - weeds have grown on top of the surface of the new toddler area – **ACTION** - Cllr. J. Kerr has sprayed them, although Excite have cut the majority the grass it is still long close to the equipment, the BMX track will be cut and treated by Excite, and the west (School) side of the boundary hedge trimmed in the winter months.
- b. **Annual Play Inspection** - this has been booked
- c. **Petanque court** – Cllr. D. Leyserman - a questionnaire has been created in various formats – suitable for the website, Facebook, the Bowling club, Bridge Club afternoons etc.

79. ROUTE CHANGE BY NCC TO PULHAM MARKET SURGERY - following the consultation, at a recent transport committee meeting determined a reduction of expenditure, the Borderhoppa contract to provide a free daily bus service to the Pulham Market Surgery for Dickleburgh and Rushall residents, where the bus would collect, deliver and return passengers was terminated. This new proposal involves a different bus company offering a reduced service. Now the 584 picks up at 12.28, arrives at the Surgery at 12.40 and returns at 1.30pm. It was felt that a free journey to and from the Surgery would cost less than a regular weekly service. **ACTION** - Cllr. A. Goodman has requested information from previous contract along with current details. The present service does not allow sufficient time for an appointment and return journey. He will ask Co. Cllr. Dr. C. Rowett to look into the matter; contact to be made with the doctors at the Surgery.

80. VILLAGE CENTRE REFURBISHMENT - at the recent meeting with District and County Councillors, members of the Village Centre Committee it was estimated that a figure of around £200,00.00 would be needed to cover the various aspects of the refurbishment. County and District Councillors will advise on the various grants available – such as 'The Pride of Place' grants, SNC offered to pay the costs of the consultation.

81. TO NOTE RECEIPT OF: NONE

82. RECEIPT OF MATTERS OF INFORMATION FROM COUNCILLORS:

- **Clerk** - donation to RBL for two wreaths for Remembrance Service on 12th November, there will be no parade this year due to Dickleburgh's RBL committee being low in numbers. There will be a short service at Dickleburgh Church
- **Cllr. P. Reekie** - suggested advertising the EV chargers points on the A140. ACTION - agenda item for November, Clerk to speak with Highways, NCC and Anglia Car Charging , advertising the Village Shop, the pubs and Village Centre – a 'local services' sign
- **Cllr. D. Leyserman** - the Village Shop is under new ownership, the livery of Londis/Tesco on some items has been noticed – the franchise may be looking to change the shop front; the Chair, Cllr. A. Goodman suggested the need to speak with the owners to share thoughts at an informal meeting.
- **Cllr. R. Theobald** – the pathway alongside Stoneybroke, (which is a private path, although people assume it's a public footpath) - the hedges are overgrown, growing inwards and require trimming
- **Cllr. S. Johnson** - referring to the Village Shop – the new owners family own 17 other shops. There is a clause in the new contract that states the existing staff have to be kept on for a year, but not necessarily with the same hours. The person now living in the flat, may well be the Manager, who may look to employ members of their own family. A positive start about the importance of locally employed people for villagers, colour of signage, shop frontage etc. to form part of the informal meeting

The Chair thanked all Councillors for their attendance and contributions until such a late hour.

83. DATE FOR THE NEXT MEETING AND ITEMS FOR THE NEXT AGENDA ON - MONDAY 13TH NOVEMBER, AT 7.00PM, DICKLEBURGH & RUSHALL VILLAGE CENTRE

AGENDA ITEMS - John's gift, purchase of projector, approve donation to the RBL for the wreaths
Cllr. P. Reekie offered her apologies in advance.

The Chair thanked everyone for their contributions and attendance at the meeting.
The Meeting closed at 10.55

SIGNED

DATE