

Minutes of the Parish Council meeting held on Thursday 17 November 2016

Present: David Goodman Philip Quinn Brenda Bell
 Pam Hedge Mark Tudor Peter Markham
 Judith Virgo Catherine Alborough (Clerk) 2 Members of the Public
 Darrin Sore, PCSO Andy Read, Police

1. **Apologies**

Garry Wheatley Christopher Kemp

2. **Minutes**

Minutes of the Parish Council meeting held on 15 September 2016 were approved and signed.

3. **Declarations of Interest**

None

4. **Parish Council Vacancy**

There is one vacancy on the Parish Council

The meeting was adjourned at 7:15pm

5. **County Councillor/District Councillors/PCSO reports and Public Questions**

5.1 Darrin Sore, PCSO introduced his colleague PC Andy Read, Area Beat Manager. Since the last meeting on 15 September and midnight on 16 November there have been no crimes reported or calls to the Police, therefore, nil return. There have been a spate of lead thefts from Churches in Norfolk, some quite close to Bawburgh and the Police have set up a new initiative to make people aware. The use of a Speed Alert Monitor (SAM) was offered by the PCSOs until we are able to obtain one ourselves.

5.2 Judith Virgo, Norfolk County Councillor gave an overview of the matters she has been involved in recently, in particular the Rugby Club pitches at Yare Valley, Norfolk Pension Fund training, Children's Services' Ofsted inspection and the Devolution issue, which is currently being voted on throughout the county. Planning applications and building in Bawburgh was discussed.

5.3 Garry Wheatley, District Councillor sent his apologies but mentioned to the Clerk that money held in the Members Fund if there is anything in particular that we consider might be suitable for a grant.

5.4 There were no questions from the Public.

Meeting re-convened at 8:50

6. **Planning**

6.1 2016/2215 - Land north of Bawburgh Road – Discharge of condition 9 – formality

6.2 2016/2303 - Barn adjacent to Lower Hall Farm, Stocks Hill – Change of use from Barn to Dwelling – no objection

6.3 2016/2421 – Land to rear of Springwoods, Harts Lane – single storey dwelling – comment sent that we have no objections to the application but would question whether

the modern flat roof design is entirely in the character of Bawburgh village, albeit outside the conservation area

6.4 2016/2495 – Units 1 and 4 Lodge Farm Barns – change of use to main hub and sensory room day service for adults with learning difficulties – No objections

6.5 2016/2480 - Porthcothan House, Stocks Hill – works to trees in conservation area – no objections

7. Highways

7.1 Parish Partnership scheme

Mark Tudor updated on the scheme to install a Speed Alert Monitor in the village. An application for 50/50 match funding through Parish Partnership scheme has been submitted although a decision will not be made until March 2017. A speeding campaign for the village will be worked on to highlight the issues and inform the parish.

8. Previously reported items

8.1 Gypsies and Travellers Short Stay site

Following our last meeting, when it was reported there had been a fire at the site, the Clerk contacted South Norfolk Council (SNC). The fire service were called to a fire on privately owned land to the north of the highway leading to the site entrance. SNC report the site is presently locked and not in use. There has been fly-tipping which is being investigated. There are no plans to indefinitely close the site. They also mentioned there is currently an unauthorised encampment on the Bawburgh/Costessey border. It was suggested the Parish Council contact our District Councillors and make a Freedom of Information request to ascertain costings for the site.

8.2 South Norfolk Electoral Boundary Review

The Local Government Boundary Commission for England has published draft recommendations on the future electoral arrangements for South Norfolk Council and a 9-week public consultation began on the 9 November 2016. The recommendation is Bawburgh coming out of the Cringleford Ward (2 District Councillors) and moving into Hethersett (3 District Councillors).

8.3 Parish Boundary Reviews

Colney Parish Council have contacted us regarding a part of the village, south of the River Yare and east of the A47 that includes part of Colney Wood and the B1108 junction. After a discussion it was decided to contact Colney PC to arrange an informal meeting regarding the parish boundary, and report back to the next meeting.

8.4 South Norfolk Police community presentation

David Goodman and Mark Tudor attended this presentation which they found very informative. Topics covered, included performance, crime, funding and speeding.

8.5 Norwich Western Link project

An invitation has been received to a briefing meeting at County Hall regarding this project. David Goodman and Brenda Bell will attend.

8.6 Bawburgh Bus services

Pam Hedges gave an update on the bus services in Bawburgh. She attended a meeting at the Forum in Norwich which was very useful, and spoke to Mrs Durrell who suggested starting a petition, although this could take 3-4 months. Following this Marlingford and Colton Parish Council have emailed us regarding bus services and Pam will contact Max Bergen their Clerk.

- 8.7 Asset of Community Value update
The Kings Head, Bawburgh has been approved by South Norfolk Council as an asset of community value and will be added to the Council's Community Asset register for a period of 5 years.

9. **Newly reported items**

- 9.1 Proposed Food Hub in Honingham
David Goodman and Brenda Bell attended a briefing to which all local Parish Councils were invited. The land in question is in both South Norfolk and Broadland. Broadland have decided to go out to consultation on a draft Local Development Order (LDO) for the Food Hub. The formal 6-week consultation period will commence on 9 January 2017 and end at 5:00pm on 20 February 2017.
- 9.2 Greater Norwich Local Plan
Work on the Greater Norwich Local Plan is now underway and David Goodman gave a brief overview of the papers that have been published and encouraged Councillors to look at information and that will be distributed with 'correspondence papers'.
- 9.3 Bawburgh Conservation Area Character Appraisal
South Norfolk Council are in the process of revising all the character appraisals for our conservation areas following changes to national guidance. They would like to arrange a walkabout with District Councillors, the Parish Council and others with an interest in the subject. Anyone interested to contact the Parish Clerk – walks will take place on either a Tuesday or Wednesday – date/time to be confirmed.
- 9.4 BT phone box
BT are planning to remove our phone box and no calls have been registered on it for a year; there are no objections.
- 9.5 Bus shelters at Lodge Farm, Costessey
There are three bus shelters proposed on this site, two in Costessey and one in Bawburgh. Although this area should hopefully be acceded to Costessey Town Council we have no objections.
- 9.6 Development of South Norfolk Community Assets Strategy
Parish Councillors have been forwarded an email from South Norfolk regarding the draft Community Asset Strategy. It is not believed there is anything in Bawburgh to report on but Philip Quinn will look at and comment back to South Norfolk by 19 December.

10. **Finance**

- 10.1 Payment of accounts:
Clerk, including Salary, Training and Expenses : £725.79
Mervyn Buck, Garden Services : £344.00
- 10.2 Payments made prior to the meeting:
NPTS : Clerk Training : £150.00
NPTS : Councillor Training : £45:00
- 10.3 Receipts since the last meeting:
South Norfolk Council : ½ year Precept payment : £2,886.50
- 10.4 Barclays Bank account
Balance as at 29/09/16 was £8,037.61. Latest statement not yet received despite chase up but in hand.

- 10.5 Working group for drafting budget and setting the precept for 2017/18
It was agreed to set up a working group to include Parish Clerk/Responsible Budget Officer, David Goodman (Chairman) and Brenda Bell.

11. Correspondence

- 11.1 Norfolk Association of Local Councils (NALC)
Various emails from NALC to be put in distribution to Councillors.
- 11.2 Norfolk Parish Training & Support (NPTS)
This a new Training organisation set up for Parish Council Clerks and Councillors.
Training information to be put in distribution to Councillors.
- 11.3 South Norfolk Community Awards
Community Awards have been launched, looking for the 'shining stars of our communities and recognise the work that they do'. Nominations to www.south-norfolk.gov.uk/championships or telephone 01508 533945 by 8 January 2017.
- 11.4 Council Tax e-billing
South Norfolk Council sent posters to be put up in the village to promote e-billing.

12. Items reported by Councillors

- 12.1 Highway Rangers have not cleaned in some places and missed a few signs but overall are doing a good job.
- 12.2 Planning Applications and our responsibilities to the community were discussed at length.
- 12.3 The chair, on behalf of Bawburgh Parish Council and all its predecessors, gave a vote of thanks to Betty Martins for all the support she has given to the community over the years. She is retiring from the post of editor of the Bawburgh News at the end of this year.
- 12.4 The headteacher and secretary of Bawburgh Junior School are both retiring on the 16 December 2016 and a letter of thanks to be sent to them in recognition of their many years supporting the community.

12.4

13. Date of next meeting

Thursday 19 January 2017, 7.30pm in the Village Hall