

# HEMPNALL PARISH COUNCIL

---

Minutes of the Parish Council meeting held on Tuesday 24 September 2019 at  
7:00pm at The Mill Centre

## **Present**

Chairman Mr David Hook, Mrs Liz Allen, Mr Richard Delf, Mr Andrew Driver, Mr Roger Parker, Mr Hamish Rose, Mr Mike Turner, Mr Peter Workman, Clerk Ian Nelson.

## **Members of the public present**

Mrs Kim Woodrow.

## **Apologies**

Apologies were received from County Councillor Alison Thomas, District Councillor Michael Edney.

## **Declarations of Interest**

Mrs Allen declared an interest in the Affordable Housing/Millfields matter.

## **Minutes of the previous meeting**

Mr Driver proposed, Mr Turner seconded, and it was unanimously agreed the minutes of the meeting on 20 August 2019 be approved.

## **Co-option of councillor**

The Clerk confirmed he had advertised the casual vacancy in accordance with the LGA 1972 and a poll had not been claimed by 10 or more electors.

Mr Delf proposed, Mrs Allen seconded, and it was unanimously agreed that Mr Roger Parker be co-opted as a councillor. The Clerk to notify SNC.

IN

Mr Parker was warmly welcomed back.

## **Public Participation**

Mrs Woodrow explained the situation re 14 Coronation Crescent parking, see below.

## **County Councillor Update**

Mrs Thomas had sent a report to the Clerk as follows:

“The main issue is to acknowledge the road is closed at A140 junction from now until roundabout completion. I appreciate this will change driver patterns in the short term but hope the inconvenience will be worth it.

Budget consultations will be emerging in mid October. Hoping for an answer on Long Stratton bypass funding in the autumn statement.”

## **District Councillor Update**

There was no report.

## **Planning Applications**

### **Planning consultations response format**

SNC now allow a free format response to planning applications. The Clerk had circulated a proposed response format to councillors prior to the meeting.

Mr Hook proposed, Mr Workman seconded, and it was unanimously agreed that the proposed format be adopted.

IN

### **New applications since the last meeting:**

There were none.

# HEMPNALL PARISH COUNCIL

---

## **Applications approved since the last meeting:**

2019/1060 - Mr & Mrs P Holden, Falgate Cottage, Silver Green, Hempnall - Demolition of existing single storey rear extension, replace with two storey rear extension with single storey extension to side. Including internal alterations and garden wall.

2019/1398 - Mr Christopher Delf, Hythebeck Mill Road Hempnall - Erection of 2 bay cart lodge to front of dwelling.

2019/1388 - Mr John Kelly, Hempnall Mill Centre Mill Road Hempnall - Replace current single door with double sliding doors.

2019/1121 - Mr Dan Gray, Field House Stud Field Lane Hempnall - Demolition of existing glazed atrium lobby and erection of extended lobby.

2019/1145 - Mr Dan Gray, Field House Stud, Field Lane, Hempnall - Refurbishment works including replacement roof, cladding, and roof lights to outbuilding to provide games room ancillary to the main dwelling.

2019/1559 - Mr Paul Ellis, Old Mill Cottage, Field Lane, Hempnall - Proposed detached double garage with additional floor within roof space.

## **Applications refused since the last meeting:**

There were none.

## **Applications withdrawn since the last meeting:**

There were none.

## **Applications outside the parish boundary since the last meeting:**

There were none.

## **Matters arising from previous Parish Council meetings – completed**

### **ELZ Policy**

The Clerk and Mr Hook had updated the parish council's lighting policy to reflect the new NPPF statement 180(c) (2019) and SNC policy DM 3.13.

### **Tug-o-war poles**

Mrs Allen reported the poles had been removed.

Mr Hook proposed, Mr Turner seconded, and it was unanimously agreed that a letter of thanks be sent to Rob Allen.

IN

### **Konect 84 Bus**

The Clerk had responded to a parishioner's letter complaining about the Harleston connection being lost.

Mr Driver continued to monitor the bus routes taken as the bus drivers. Concern had been expressed about the 9:30 service to Norwich which now takes about an hour instead of 30 minutes as it has an extended route via Poringland. The Clerk to write to ask if this service can revert to the original route and chase up for a response regarding the data used to determine route usage.

IN

## **Matters arising from previous Parish Council meetings – awaiting others**

### **Nobbs Lane Spur**

Further forms are required to be completed. Mr Hook will co-ordinate. Names of users are being collated.

DH

# HEMPNALL PARISH COUNCIL

---

## **Hedges near football goals**

We await Mr David Jackson to cut the hedges in November 2019.

IN

## **Affordable Housing/Millfields**

The Clerk had chased Sam Watts of Saffron Housing Trust Ltd on 03/08 and 20/09 but he appears to still be waiting for an update from Stuart Bizley who is managing the land negotiations for Big Sky as no response had been received from Mr Watts.

Mr Hook proposed, Mr Workman seconded and it was unanimously agreed that the Clerk write to District Councillor Edney and County Councillor Thomas to remind them how much they had supported the use of the site for social housing and for it to be treated as an exception site (They are both in a position to lobby SNC) The Clerk to suggest a meeting between them, the parish council, Saffron and SNC to progress matters.

IN

## **HPC Website**

The Clerk had requested help from web designers and awaited a response.

IN

## **Matters arising from previous Parish Council meetings – for discussion**

### **Parish Partnership 2019-20 SAM2**

The Clerk had written to NCC Highways and established it would be possible to use the Parish Partnership grant to buy the smiley/sad face unit rather than the traditional unit. NCC had agreed to its use subject to the “angry face” being disabled. The Clerk had ordered the unit. The Clerk and Mr Turner to take delivery and make payment.

IN/MT

The Clerk had updated Woodton PC re the sale of the 1/3 share SAM unit and sent them an invoice for £200. The Clerk and Mr Turner to arrange handover upon receipt of payment.

IN/MT

### **The Greens bus shelter**

Mr Workman and Mr Delf had requested quotes to have the asbestos professionally removed however no quotes were yet available. However, Mr Workman suggested an alternative to sealing and repairing the roof and will seek a quote for this.

PW

The Clerk had received a response from NCC regarding moving the bus stop and circulated this to councillors before the meeting. In short, the current position of the bus shelter is not appropriate, but a new site has been proposed by NCC for the bus stop and a shelter.

The cost of the work would be in the region of £8,000 to £12,000 and the Clerk has written to NCC for a more detailed costing and to determine how much would have to be paid by the Parish Council if it were successful under a Parish Partnership grant. A response is awaited. The Clerk to also ask how much just to move the bus stop without a bus shelter and to point out the danger of having the bus stop on wrong side of road as suggested by NCC.

IN

Overall councillors felt it would be better to repair the existing shelter and allow NCC to move the bus stop.

### **Speed Watch**

It was noted there have been some Speed Watch activity recently as well as Traffic Partnership visits.

Mr Driver to consider if he would like to act as the Speed Watch liaison officer for the parish council.

AD

# HEMPNALL PARISH COUNCIL

---

## **Road Safety matters**

Various responses and action are awaited from NCC. The clerk to chase. IN

## **Pavement on Broaden Lane**

NCC stated it was not practical to make a pavement in this area as the road was not wide enough.

## **Picket gates**

The Clerk had chased for a response re cost and permission and not received a response. The Clerk to continue to chase. IN

It was noted gates at the east end of the B1527 were offered by the developer of the 2019/0864 application, but costings and permission were still required for the other locations.

## **Pay area equipment**

We await Mr Webb's recommendations. IN

## **Bus shelter seat repair**

Mr Delf to try to source via Kevin Rust. RD

## **CPRE conference**

Mr Driver had attended and reported to the meeting. It was well attended by other parish councils but no District Councillors from the Hempnall area.

Mr Driver to circulate any relevant information including that on exception sites. AD

## **Play Area Repairs & ROSPA report**

Outstanding action points noted were:

- The static goal is leaning
- The fibre glass slide was starting to chip off and needed replacing.
- The youth shelter needs painting.

Mr Delf had repaired the spring rocking horse unit.

Mr Workman proposed, Mr Delf seconded, and it was unanimously agreed that the static goal should be removed for safety reasons, especially as the goal facilities are now available and used in the MUGA. RD

The Clerk reported the MUGA supplier had been sent a copy of the relevant section of the ROSPA report and repaired as necessary (including replacement of bolts at the tennis court end). Mr Workman / Delf to inspect and inform the Clerk if all work has been carried out satisfactorily. RD/PW

## **Playing Field container**

Mr Delf had obtained a quote to repair the container floor, but this was not acceptable. A quote had also been obtained to repair the container roof with rubber rather than fibre glass. Further quotes to be obtained. RD

# HEMPNALL PARISH COUNCIL

---

## **Footpath Maintenance**

Mr Rose will continue to chase for the missing bridge at GR243934 to be replaced. HR

Messrs Rose, Delf and Driver are to cost up replacing the bridge. HR/RD/  
AD

The Clerk should investigate if the parish council has the power to replace a footpath bridge and if so if it would be cover by its insurance. IN

Consideration is to also be given to restoring the green lane footpath grid ref 243934 to 245934. It was suggested Mr Rose liaises with Dan Scott (at Hempnall Bakery) as he has requested involvement in this task. HR

Mr Hook raised the issue of fly-tipping alongside the path linking Fylands Road with Nobbs Lane. Mr Hook proposed, Mr Workman seconded, and it was unanimously agreed that the Clerk should report the fly tipping to NCC Highways. IN

## **Posts around oak tree on playingfield**

Councillors had looked at the oak tree (planted by the parish council on the playing field close to the former location of Mr Youngman's seat) prior to the next meeting.

Mr Delf proposed, Mr Parker seconded, and it was unanimously agreed that it was appropriate to protect it with fencing. Mr Hook to arrange with Mr Havens DH

The Clerk to write to the football club ask them to stand the goals at the formerly agreed location so the grass can be cut by the contractor. IN

## **Unnecessary verge cutting**

Messrs Rose and Driver had concluded that none of the verges needed cutting except where necessary to provide vision splays at junctions and on single carriageways such as Fairsted Lane, Busseys Loke, The Krons and Field Lane and one verge on B1527 from Alburgh Rd to the main village so it can be used by pedestrians to avoid traffic.

It was agreed that NCC Highways should be contacted with the findings 2 councillors reviewed and encouraged to cut in line with their current policy taking the above into account. To this end a map showing the councillor's preferences is to be brought to the next parish council meeting. HR/AD

## **SAM2 Report**

Mr Turner had circulated the reports to councillors since the last main meeting. It was noted the police were present on the 18<sup>th</sup> and 19<sup>th</sup> August. Results from the SAM2 unit since have demonstrated a decline in average speed of vehicles.

## **Local Council Award Scheme (LCAS)**

It was agreed that little practical benefit had been observed influencing bodies external to the parish council as a result of holding Quality Status. Also, the council no longer needed an audit of the financial records so would not qualify for the LCAS. It was therefore unanimously agreed to drop this matter from the agenda and remove the Quality Status logos and references etc from the website and stationery. IN

# HEMPNALL PARISH COUNCIL

---

## Dates for next year's meetings

Mr Hook proposed, Mr Delf seconded, and it was unanimously agreed the following dates be set for next year's meetings, generally being the 3rd Tuesday of the month. The Clerk to make the relevant Mill Centre bookings.

IN

14/01/2020	7.00pm	Parish Council Meeting - Full
18/02/2020 P	7.00pm	Parish Council Meeting - Planning
17/03/2020	7.00pm	Parish Meeting
17/03/2020	8.00pm	Parish Council Meeting - Full
21/04/2020 P	7.00pm	Parish Council Meeting - Planning
19/05/2020	7.00pm	Parish Council Meeting - Full - Annual Meeting
16/06/2020 P	7.00pm	Parish Council Meeting - Planning
21/07/2020	7.00pm	Parish Council Meeting - Full
18/08/2020 P	7.00pm	Parish Council Meeting - Planning
15/09/2020	7.00pm	Parish Council Meeting - Full
20/10/2020 P	7.00pm	Parish Council Meeting - Planning
17/11/2020	7.00pm	Parish Council Meeting - Full
15/12/2020 P	7.00pm	Parish Council Meeting - Planning

## Correspondence

*Items given directly to Councillors or representatives since the last main meeting were:*

Various police crime summaries  
Various planning applications  
Relevant notices/agenda and minutes  
Information About Works: A140 Long Stratton: Hempnall Crossroads Junction Improvement – Upcoming Weekend Road Closures  
Diss, Long Stratton and Harleston Safer Neighbourhood Team Summer Tour.  
Police Engagement Meeting - 9th September  
75th VE Day Celebrations letter from parishioner  
Topcroft - Notice of Emergency Road Closure for Repairs to Leaking Boundary Box (Anglian Water)  
Temporary Road Closure on Hempnall Road in the Town of Long Stratton due to construction of a new roundabout (STRO2660)  
Farming and the highway - new web pages  
Household Hazardous Waste Days  
Hempnall Greens Bus Shelter / Stop proposed changes – NCC response  
NCC Charging Policy Changes - Disability Network Norfolk Group  
Community, Well-being, Environment and Parish & Town Councils  
Planning consultations change re submissions  
Lining work B1527  
Norfolk Minerals and Waste Local Plan Review - Preferred Options Consultation  
Electoral Review of Norfolk  
The Thin End of the Wedge article from Swainsthorpe Planning website  
Have your say on division arrangements for Norfolk County Council  
Emergency road closure in the Parish of Saxlingham Nethergate - burst water main

No further matters were raised from the above.

*Items placed directly onto the Parish notice boards were:*

Relevant notices/agenda

No further matters were raised from the above.

# HEMPNALL PARISH COUNCIL

---

## *Website*

The following changes had been made since the last main meeting:

Added relevant notices/agenda and minutes  
Added various planning application details  
Added various papers to be tabled at meetings

No further matters were raised from the above.

## **Correspondence from Parishioners**

### **75th VE Day Celebrations (08/05/2020)**

The Clerk had circulated the letter from Mrs Katie Barnes prior to the meeting.

It was agreed Mrs Baines would be invited to the next meeting.

IN

### **14 Coronation Crescent**

The occupants (Kim Woodrow and family are building an extension to house their disabled daughter. The extension is next to the small spur off Coronation crescent. There used to be a no parking sign on the pavement next to their property. It is understood this was removed without council permission before the Woodrows moved in. They would like similar parking restrictions to be put back in order to ensure that vehicles do not park alongside the extension. NCC had advised them to contact the parish council.

Parking on the pavement has led to a drain collapsing.

Mr Turner proposed, Mrs Allen seconded, and it was unanimously agreed that the Clerk should write too SNC/NCC to get the parking restriction reinstated.

IN

### **Millfields Cuts**

Mr Workman reported a resident of Millfields had contacted him to say there was no longer a warden service at Millfields. In addition, residents will now have to pay for the emergency "red button" system at £30 plus £3.50/week.

Mr Driver proposed, Mr Workman seconded and it was unanimously agreed that the Clerk should write to the housing provider to ask that since they have removed this service, if there is any subsidy for people who need the service but are unable to pay.

IN

### **Field Lane Hedges**

Mr Delf reported a parishioner asked if the hedges at the bottom of Field Lane could be cut. Mrs Allen volunteered to contact the landowner in this regard.

LA

## **Financial Statements**

### **Movements since last meeting**

The Clerk presented the financial statement attached to these minutes showing the movements from 17 July 2019 to 17 September 2019. The statement was not materially out of line with the annual budget. Mr Delf proposed, Mr Workman, and it was unanimously agreed the statement be accepted.

### **External Audit of accounts to 31/03/19**

The Clerk reported the auditors had confirmed receipt of the exemption certificate.

### **Norfolk Minerals and Waste Local Plan Review**

Mr Hook reported there were no proposals affecting our area.

# HEMPNALL PARISH COUNCIL

---

## **Items for next newsletter**

The Clerk to draft and issue covering the following matters in the next issue:

- Speedwatch call for volunteers.
- Road Improvements – improvements following road safety measures suggested – good chance will happen.
- Burglaries at Greens / Saxlingham Green / vehicle theft warning / hare causing / beehive vandalism - ask parishioners to be vigilant and report suspicious behaviour via 999.

IN

## **Items for next main meeting**

- D Cracknell gratuity
- Village Hall AGM
- Division arrangements for Norfolk County Council
- The Deals / orchard / meadow – potential development

IN

## **Date of next meeting**

The next Parish Council planning meeting will take place on 15 October 2019 at the Mill Centre at 19:00 and the next main meeting on 19 November 2019 at the Mill Centre at 19:00.

IN

There being no further business, the meeting was closed at 20:58.

Signed \_\_\_\_\_ Date 15 October 2019



# HEMPNALL PARISH COUNCIL

## FINANCIAL STATEMENT

Presented to meeting on 24 September 2019

### Current Account

<b>(Payments)/Receipts since last meeting:</b>	<b>£</b>
27/07/2019 CGM - Grass cutting	(56.68)
08/08/2019 tr bpa to c/a	1,000.00
08/08/2019 P C World - Laptop	(449.00)
11/08/2019 Eon - Streetlight Electricity	(12.51)
08/08/2019 D Hook - mileage	(3.20)
08/08/2019 D Hook - phone	(7.50)
08/08/2019 D Hook - paper/print cartridge	(16.82)
08/08/2019 Norse - Newsletter	(48.00)
04/09/2019 CGM - Grass cutting	(56.68)
11/09/2019 Eon - Streetlight Electricity	(12.51)
09/09/2019 C R Cawston Ltd - Spray and Fert P Field	(108.84)
09/09/2019 Delfs Garage - Paint for noticeboard	(22.32)
05/08/2019 NSB Interest	4.88
28/08/2019 Zurich - Insurance claim	340.00
29/08/2019 HMRC VAT Refund	1,031.56
05/09/2019 NSB Interest	4.88
24/09/2019 Norse Grounds Maintenance	(902.90)
	<hr/>
	684.36
	<hr/>
<b>Closing Balance</b>	<b>890.01</b>
	<hr/>

### Business Premium Account

<b>(Payments)/Receipts since last meeting:</b>	<b>£</b>
08/08/2019 tr bpa to c/a	(1,000.00)
02/09/2019 BPA Interest	31.23
	<hr/>
	(968.77)
	<hr/>
<b>Closing Balance</b>	<b>61,685.07</b>
	<hr/>