

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 7 January 2020 at 7:00pm at The Mill Centre

Present

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

Members of the public present

County Councillor Alison Thomas, District Councillor Michael Edney.

Apologies

Apologies were received from Mr Roger Parker.

Declarations of Interest

Mrs Allen declared an interest in the following matters:

- Greater Norwich Local Plan - Regulation 18 Consultation – pecuniary interest
- Tennis club rent setting
- Position statement in support of affordable housing at Millfields
- Policies GNDP – pecuniary interest

Mr Hook declared an interest in:

- Tennis club rent setting

Minutes of the previous meeting

Mr Turner proposed, Mr Delf seconded, and it was unanimously agreed the minutes of the meeting on 17 December 2019 be approved.

Public Participation

Fund raising opportunity – Uganda / Hempnall School

Laura Jestico, headteacher of Hempnall School or a representative had been invited to attend the meeting by the Clerk.

As no representation had been received at either this or the previous main meeting, it was agreed to remove the matter from agenda and await contact.

County Councillor Update

Mrs Thomas reported there is currently a county divisional election boundary review underway. It is likely that SNC may have at least 2 more district councillors due to the increase in the population, however it is unlikely hempnall will move divisions.

The NCC budget review will be completed shortly.

District Councillor Update

Consultation on the budget for the Police & Crime Commission is in progress. Mr Edney has applied for some of his budget to be used for new doors on the Mill Centre.

Planning Applications

New applications since the last meeting:

2019/2576 - Mr Joss Roger, Lundy Green Farm, Lundy Green, Hempnall - Agricultural building for the storage of crops and machinery – Mr Driver proposed, Mr Delf seconded and it was unanimously agreed that the application be approved but to point out the following:

- It is thought to be within 3 km of airfields, despite the application stating the contrary.
- It is close to a road.
- It is in an area of significant flooding, so appropriate drainage will be required.
- The usual ELZ conditions to be applied.

IN

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Applications approved since the last meeting:

2019/2342 - Mr Toll, Lower Croft, Broaden Lane, Hempnall - Proposed cart lodge.

2019/2171 - Mr John Kelly, Hempnall Mill Centre, Mill Road Hempnall - New premises sign.

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

New position of the Greens' bus stop

The Clerk had written to NCC to inform them of the result of the parish council's considerations.

Speed Watch

The Clerk had written to encourage Hempnall Speedwatch team to undertake more frequent checks and drafted another advert for volunteers in the parish council magazine.

Potholes reported

The Clerk had reported the un-marked potholes on Alburgh Road on the entrance to the Ayton property to NCC. Mrs Thomas reported the potholes on Broaden Lane during the meeting.

Norfolk Bus Forum

The Norfolk Bus Forum meets four times a year in different places across the county. At least one meeting a year is in public. Mr Driver will attend and report back as appropriate. Mr Driver has the name of the chair, Mr Geoffery Anderson.

D Cracknell

The Clerk had written a thank you letter and made payment. Mr Cracknell had responded with a thank you letter.

Position statement in support of affordable housing at Millfields

This had been sent to Saffron and copied to the County & District Councillors together with a letter reminding them of their commitment to support affordable housing at Millfields.

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

Road improvements post development of plan app 2019/0864

We await the approval of the application and subsequent development.

IN

Play area equipment

We await Mr Webb's recommendations.

IN

Picket gate – Broaden Lane

The Clerk had applied to the Parish Partnership Scheme for financial support for the Broaden Lane gateway and awaited notification of the outcome.

IN

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Posts around oak tree on playingfield

Mr Hook had obtained an acceptable quote from David Jackson and the Clerk authorised the work. We await completion.

IN

Matters arising from previous Parish Council meetings – for discussion

The Greens bus shelter repairs

Mr Workman to obtain a quote from a specialist company re the asbestos removal.

PW

Bus shelter seat repair

Mr Delf had obtained the necessary wood for the repair and will finalise the repair shortly.

RD

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.

RD

MUGA Retention

Messrs Workman and Delf have inspected the MUGA and informed the Clerk of the following issues needing rectification prior to payment of the retention:

- Bracket missing at the tennis club end.
- Red paint flaked off on basketball net.

The Clerk to liaise with Mr Hawes and pay the retention after satisfactory resolution of the above matters.

IN

The Clerk had enquired whether the surface would be damaged by bicycle and skateboard and had been told by Mr Colin Hawes that the surface should be fine, in short it is similar to the car park but with a larger aggregate used for drainage, so should wear much the same.

Playing Field container

Mr Delf to obtain quotes for the repair.

RD

Footpath Maintenance - Insurance

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

HR

The Clerk had contacted the parish council's insurers regarding replacing a footpath bridge and maintaining any footpath or bridleway within the parish. They stated we would be covered but: a) If members of the parish council were to undertake the work we would need to carry out and record a risk assessment and deal with any risks identified. b) the parish council would take on the liability for the bridge hence forth as it would be the last body to undertake any work on it, thus we would be responsible for inspecting it regularly and its future maintenance. We would have a duty of care for associated ongoing risks. The Clerk made use of the free legal advisors (part of our insurance cover) to enquire if there was a way of passing back liability to NCC post repair. They stated,

"1) Cannot contract out of negligence - that risk would always be there if PC carry out the work.

2) Could try and put liability for inspections and maintenance etc. on the county council and state that it is their liability going forward.

3) Perhaps may be worth getting contract in place which clearly sets out roles of PC and CC - future duties etc.

4) Had a quick look over legislation and read into things - can see Parish councillors rights generally consist of maintaining public footpaths and bridleways."

It was noted the county council have indicated they will repair the bridge in February, so no further action required.

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Footpath Maintenance – green lane

Consideration is to also be given to restoring the green lane footpath between Peter Rogers' fields. Mr Hook to liaise with Peter Rogers. Mr Rose to liaise with Daniel Scott (at Hempnall Bakery) as he has requested involvement in this task.

DH/HR

SAM2 Report

Mr Turner had circulated the reports to councillors since the last main meeting.

Mr Turner had taken delivery of the unit and is having the data collection unit fitted tomorrow.

MT

It was noted that there has been considerably fewer accidents since the removal of the white lines and cats eyes – only one in fact.

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

The Clerk had liaised with Mrs Ingram and Mrs Barnes and drafted a letter suitable to be sent to all known groups in the village. The date of the first steering group meeting is proposed to be 28 January 2020 in the Nelson Suite of the Village Hall. Mr Workman will attend if the time of the meeting is convenient. The Clerk to inform Mrs Barnes and obtain a time for the meeting.

PW
IN

Notification will be sent out via January Outlook Magazine by Mrs Barnes.

The Clerk had passed on funding information re Pop Up Funding from NCC to Mrs Barnes.

Millfields Cuts

The Clerk had written to Saffron Housing re the warden service and received the following response:

“In 2017 the Supporting People Funding that covered this service which was provided by Norfolk County Council ceased, and since that date Saffron have been subsidising this service, pending this review. Saffron commissioned a review of our Older Person Housing stock and the Older Person Strategy was formally signed off in March 2019.

The Strategy has looked at all of our 13 Sheltered Housing schemes as we look to improve, modernise and ensure we provide quality homes for our tenants. The strategy also required us to rationalise our stock, as we have an over-supply of Sheltered Housing, and at times have found it difficult to allocate properties, so have had to relax the policy, to ensure we don't have properties standing empty, which includes housing younger people, within schemes. We are also required to replace our warden call systems which are over 20 years old and starting to fail, and replacement parts are not easily available. To replace this would cost approximately £50-£60k per scheme, and is not eligible under Housing Benefit, so the costs would need to be passed on to tenants.

We held consultation meetings with each scheme in September, and they were given 30 days to provide us with feedback on the options. Following this, a customer voice workshop was held, which comprised of tenants from our general needs properties, and from those within sheltered housing schemes from those we planned to decommission and those we plan to retain, to review the proposals and feedback and finalise options. Following this final proposals were then approved by the Project Board and ratified by our Executive Team.

As you may be aware, we have recently returned to each scheme to update them on the final decisions. Unfortunately, Millfields is being decommissioned as a Sheltered Housing Scheme – what does this mean for residents – they will not be losing their home or asked to move (unless they request it). The morning call will cease, and the warden call system will be removed from April 2020. We are looking to retain this scheme as “over 60's” housing, but ultimately this will be a final decision for South Norfolk District Council as they have allocation rights.

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We have offered to all tenants, a 1-1 visit to assess their needs, and help signpost them to any alarm services they may require, especially for those who would feel vulnerable, ahead of the warden call system being removed. There are many independent technology and options available including "lifelines" which are an emergency alarm, which we can help residents look into, if required."

Konect 84 Bus

The Clerk had written to ask if the 09:30 service could revert to the original route and chased up for a response regarding the data used to determine route usage and awaited a response. The Clerk had received a copy of the comments made by users as part of the consultation and passed them to Mr Driver who noted there had been 22 comments and all were concerned re the Harleston cuts. It was therefore strange that the service was cut following such feedback. The Clerk to chase for a response re the statistics on which the cuts were based.

IN

Mr Driver reported the bus leaving Norwich at 11:00 now terminated at The Three Horseshoes instead of the Street in Hempnall, which was a welcome change. The Clerk to advertise this in the HPC Newsletter.

IN

It was agreed that the 09.30 bus routed via Poringland took too long to get to Norwich and doesn't pick up or drop off on the Poringland diversion. In addition, Poringland is already served by a good regular bus service along the main road. The current route discouraged Hempnall residents from using the service.

Highway Rangers

The Clerk had asked NCC for feedback and received a response that the Rangers' activity had been cancelled whilst flooding matters were dealt with. NCC had now asked their engineers to attend to our requests. The Clerk to monitor.

IN

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

Repair Burst Main - Villa Farm

Drainage work at B1527 near Boyland Hall, Mornigthorpe

PCC launches annual budget consultation

Norfolk Neighbourhood Watch Meeting

Greater Norwich Local Plan - Regulation 18 Consultation

Winter briefing from the Norfolk and Waveney NHS Clinical Commissioning Group

Various papers re the draft precept / budget for 2020/21

Quarterly finance report to 31/12/19

No further matters were raised form the above.

Items placed directly onto the Parish notice boards were:

Relevant notices/agenda

No further matters were raised form the above.

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

Updated January meeting date.

No further matters were raised from the above.

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Correspondence from Parishioners

Motor bikes on football pitch

Mr Shurmer had reported to the Clerk that somebody has been skidding around the pitch on a motorbike and caused some damage (in this wet weather, a significant issues). The Clerk had reported to the police.

Streetlight Repair

A parishioner had reported a Streetlight not working in Roland Drive between numbers 11 and 9. The Clerk had arranged for repair.

Four-wheel drive vehicle on footpaths

It was noted a four-wheel drive vehicle had been used on Lower Lane and Back Lane to assist with cutting back overhanging branches. It was thought this had been done either to allow greater access to horses or four-wheel drive vehicles. If the latter use these lanes they should be reported to the police.

Damaged vehicles

It was reported there had been two incidents of vehicles being damaged during the day with the windows being smashed and in one case cash stolen. Parishioners are reminded to keep vehicles locked and valuables hidden.

Scarifying the playing field

Mr Ray youngman had written with positive comments on NCC's Scarifying the playing field and the clerk had thanked him for this and would let him know councillors had considered them.

IN

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 20 November 2019 to 7 January 2020. The statement was not materially out of line with the annual budget. Mr Delf proposed, Mr Turner, and it was unanimously agreed the statement be accepted.

Quarterly Budget Report

The Clerk presented the quarterly budget report showing the movements for the three quarters ended 31 December 2019. Mr Driver proposed, Mr Rose seconded, and it was unanimously agreed that the statement be approved.

Playing Field / Village hall rental setting

The village hall is yet to set its rental charge to the parish council for the year ended 31 December 2020 but had indicated an increase in the region of 3% to 5%

Mr Workman proposed, Mrs Allen seconded and it was unanimously agreed that the parish council will charge the Football Club any increase and the Tennis Club rent would remain at £175 for the year ended 31 March 2021. The Clerk to issue the invoices once the village hall rent is known.

IN

Statement Regular Payments

The Clerk presented the statement of regular payments to the meeting Mr Driver proposed, Mr Workman seconded and it was unanimously agreed that the statement be approved subject to removing the duplicate re NPFA.

Budget/Precept 2020/21

The Clerk presented the budget for 2020/21 as previously circulated to Councillors.

Mr Driver proposed, Mr Turner seconded and it was agreed unanimously that the precept be set at £17,850 which would result in the same charge per household as 2019/20.

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The Clerk to inform SNC of the required precept prior to the deadline of 19 January. IN

Mr Workman proposed, Mr Delf seconded and it was agreed unanimously to allocate a proportion of free reserves to future play area capital / maintenance. The sum to be agreed later. Mrs Allen declared a potential interest in this matter. IN

Moles

The Clerk was asked to establish how much it would cost to have a full gas treatment compared to ad-hoc treatments. IN

Dog Bins

Mr Hook reported that SNC had moved the dog bin between The Street and Swan Meadow closer to The Street. A parishioner had complained and following intervention from Mr Hook and the Clerk the bin had been returned to its original location and SNC had apologised to the parish council and the parishioner.

Parish Meeting

This will take place at 7pm on 17 March 2020. The Clerk to send out notices etc IN

Items for next newsletter

The Clerk to draft and published.

- Green Lane working group – c/f to next edition
- Speedwatch volunteers
- Parish meeting
- SAM2 and road improvements
- Hedge cutting by end of February due to nesting season
- New bus times for the Greens - use it or lose it

IN

Items for next main meeting

- Parish Meeting

IN

Mrs Allen left the meeting due to her pecuniary interest in the next two matters.

GNDP

Mr Hook reported that the draft GNLP had been approved for the Regulation 18 Consultation process to begin. He had printed out a copy of the plan (137 pages) and upon initial inspection he considered following items to be particularly relevant to Hempnall:

1) SNC has not as yet allocated sites for new housing in Village Clusters – Hempnall is likely to be at the centre of such a cluster. SNC is conducting a new call for sites because many of the sites originally proposed are considered unsuitable.

2) A Village Cluster will have to be served by a primary school and that school will have to have capacity to accommodate any increase in pupils resulting from new housing allocations – (Mr Delf commented that it was his understanding that Hempnall School is already full).

3) That Village Clusters In the Broadland District Council area had been allocated between 12 and 60 houses. Broadland had been able to name its preferred sites SNC has not yet reached that point in the process.

4) Because of the delay in regard to site allocations in South Norfolk the plan start date may be delayed to 2023 – its end date has already been extended to 2038 (from 2036)

Mr Hook also drew councillors' attention to other aspects of the draft plan:

1) If allocated sites are not brought forward the GNDP could still consider the possibility of a new settlement – the plan identified Honingham, Silfield or Hethel as possible locations

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2) Two large Brownfield sites may well come “on stream” during the course of the plan - i.e. the Carrow site with a potential to accommodate 1000 dwellings and Anglia Square

Mr Hook asked that the GNLP Draft be placed on the agenda for the February meeting at which time a full consultation response can be prepared by HPC – possibly by a sub-committee.

There followed much discussion and it was proposed by Mr Delf (seconded by Mr Turner) and agreed unanimously by all the councillors present that a position statement be presented to the key decision makers (in advance of the Parish Council’s full consultation response) re-stating the Parish Council’s opposition to any new housing site allocations in Hempnall being included in the GNLP, including sites that may come forward in response to the new call for sites. The proposition also asks that County Councillor Alison Thomas and District Councillor Michael Edney support the Parish Council fully on this issue and furthermore requests that they actively lobby to achieve the outcomes that the Parish Council desires.

DH/IN

In agreeing the proposition it was decided that the position statement should include:

1) A clear statement demonstrating how Hempnall already has sufficient new housing under current arrangements, which has not as yet been built, and therefore there is no need for additional allocations in the GNLP. This new housing includes 23 houses on the JCS site HEM 1, 15 social houses proposed for the Millfields site and a number of windfall in-fill developments – some of which have already obtained planning permission. The point should clearly be made that this level of development is the correct amount for Hempnall – it can be assimilated in to the existing community without overpowering our settlement. Further allocations via the GNLP would lead to unwelcome new housing estates on Greenfield sites.

2) A statement confirming the support of the Parish council for the social housing scheme proposed by Saffron Housing for land adjacent to Millfields and a clear explanation as to why the Parish Council wants affordable housing provided via an exception site rather than being reliant on being provided as a percentage of the houses on a larger development. In the latter case we would have to accept unwanted new estates.

3) Reference to the relevant Parish Council policies and statements of principle in regard to housing, the development boundary and local plans (JCS and GNLP) in order to support the case for no new sites to be allocated in Hempnall.

4) Reference to the CPRE Pledge which the Parish council has signed - this asks local authorities not to allow new sites, included in new and emerging plans, to be developed until all the existing sites in current plans have been built out.

Greater Norwich Local Plan - Regulation 18 Consultation

The Draft Greater Norwich Local Plan (GNLP) will be consulted upon from Wednesday 29 January to Monday 16 March 2020.

Councillors are invited to a briefing on Thursday 23 January, 19.00 to 20.00, to explain the Draft Local Plan and associated consultation and give an opportunity to ask questions about the plan. The venue is: The Council Chamber, South Norfolk Council, South Norfolk House, Cygnet Court, Long Stratton NR15 2XE.

Mr Driver said he would attend on behalf of the Parish Council. The Clerk to inform the GNLP Project Manager that Mr Driver is attending.

AD
IN

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Date of next meeting

The next Parish Council planning meeting will take place on 18 February 2020 at the Mill Centre at 19:00 and the next main meeting on 17 March 2020 at the Mill Centre at 19:45, preceded by the annual parish meeting starting at 19:00.

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There being no further business, the meeting was closed at 21:13

Signed _____ Date 18 February 2020

FINANCIAL STATEMENT

Presented to meeting on 07 January 2020

Current Account

(Payments)/Receipts since last meeting:	£
18/11/2019 Hempnall Group of Churches - Listing in mag	(60.00)
20/11/2019 D Cracknell	(725.00)
29/11/2019 Football Club rent 01/10 to 31/12	350.00
02/12/2019 Norse Eastern - Newsletter	(48.00)
04/12/2019 CGM - Grass cutting	(56.68)
05/12/2019 NSB Interest	4.73
11/12/2019 Eon - Streetlight Electricity	(12.10)
31/12/2019 tr bpa to c/a	1,000.00
31/12/2019 Ian Nelson Salary	(880.80)
02/01/2020 Mill Centre - Hall Booking to end of 2020	(192.00)
07/01/2020 SNC - Dog Bins	(344.88)
02/01/2020 SNC - Rent for land	200.00
06/01/2020 NSB Interest	4.88
	<u>(759.85)</u>
Closing Balance	<u>946.93</u>

Business Premium Account

(Payments)/Receipts since last meeting:	£
06/12/2019 Barclays Interest	32.60
31/12/2019 tr bpa to c/a	(1,000.00)
	<u>(967.40)</u>
Closing Balance	<u>58,717.67</u>