

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 29 September 2020 at 7:00pm virtually via Zoom

Present

Chairman Mr David Hook, Vice Chair Mr Richard Delf, Mrs Liz Allen, Mrs Joan Cann, Mr Andy Driver, Mr Mike Turner, Mr Peter Workman and the Clerk Mr Ian Nelson.

Members of the public present

District Councillor Michael Edney.

Apologies

Apologies were received from County Councillor Alison Thomas and Mr Hamish Rose.

Declarations of Interest

Mrs Allen declared a pecuniary interest in the planning application 2020/1536.

Minutes of the previous meeting

Mr Delf proposed, Mr Driver seconded, and it was unanimously agreed the minutes of the meeting on 25 August 2020 be approved.

Public Participation

There was none.

County Councillor Update

Mrs Thomas submitted the following report.

“Bypass work continues on the preparatory work for planning application. Lots of activity on archaeology and drainage. Application hoped before year end.

Hempnall roundabout landscaping works and reseeded complete. Hopefully grass will grow over autumn./winter.

A140 Ben Burgess application. County cabinet decision re highway response called in to be heard at scrutiny on Weds 23rd.

Boundary review for County divisions out to consultation. If it goes ahead, I would have the largest population to look after at +9% variance!

Setting up a Good Neighbour scheme to build on volunteer support during COVID-19. CAN will set up and support with admin etc taking the pain out of running it! Please direct anyone interested in helping from Hempnall my way.

Records office reopened today with revised hours and conditions. Please check the website if you plan a visit as booking required.”

District Councillor Update

The Clerk had written to Mr Edney who had responded positively.

Mr Edney reported that the proposed central government housing provision algorithm indicated a housing requirement increase of 205% for SNC. He indicated both he and SNC members in general were very concerned about this and intended to convey their opposition to the government.

With reference to the tree felling in Hempnall conservation area (see below) Mr Edney indicated he would back up the parish council’s position and make contact with SNC conservation and enforcement officers asap to express his support.

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Planning Applications

New applications since the last meeting:

2020/1536 - Mr Grant Keys, Land South Of, Bungay Road, Hempnall - Discharge of conditions 7, 13, 16, 17 of planning permission 2019/0864 - construction traffic plan, construction management, biodiversity, tree protection. – Mr Delf proposed, Mr Turner seconded and it was unanimously agreed that the application be approved. IN

2020/1563 & 1564 - Mr Daynes, Willow House, Bungay Road, Hempnall - Replace kitchen door and adjacent window with patio door. Add additional doorway and rooflight to covered way and enclose to form new utility room. Form new external door to courtyard. – Mr Turner proposed, Mr Driver seconded and it was unanimously agreed that the application be approved. IN

2020/1640 - Mr Michael Cotton, The Chestnuts, Lundy Green, Hempnall - Details for condition 3 (partial) of 2019/1964 - (3) windows and doors – Mrs Allen proposed, Mr Driver seconded and it was unanimously agreed that the application be approved. IN

2020/1756 - Mr Michael Cotton, The Chestnuts, Lundy Green, Hempnall - Details for condition 3 (partial) of 2019/1964 - (3) windows and doors – Mrs Allen proposed, Mr Driver seconded and it was unanimously agreed that the application be approved. IN

Applications approved since the last meeting:

There were none.

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.

Millfields Exception Site

We await progress. – The Clerk to chase IN

Destruction of trees in conservation area re The Deals Mill Rd/Field Lane Hempnall

It was noted that the purchaser of the property has largely destroyed the orchard, cut limbs off a large beach tree and removed the hedge on Field Lane. The tree felling and limb removal were carried out without the required planning permission, necessary for all work undertaken on trees in conservation areas.

Imogen Mole, SNC Tree officer and Andy Baines SNC enforcement officer inspected the site and Imogen Mole met with Mr Hook on site. As a result, TPOs are being considered on some of the trees and the developer has been told to seek permission before carrying out any more work.

It is thought that the new owner intends to make an application to develop the site by building additional properties – possibly two bungalows and a detached house.

Mr Hook proposed, Mr Workman seconded, and it was unanimously agreed the Clerk write to SNC to:

- 1) Express concern and upset about the owner's actions in regard to this site including the failure to obtain the necessary planning permissions for work carried out on the trees and to stress the negative impacts these actions have had on the conservation area of Hempnall – the entire property is located within the conservation area that covers the centre of the village.
- 2) Request that sanctions are applied against the owner in regard to the failure to obtain the necessary permissions

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- 3) Ask for reinstatement of the hedge and orchard.
- 4) Express concern over any potential exit/entrance to the site from Field Lane - for safety reasons.
- 5) Support the placing of tree protection orders on all the significant trees and groups of trees on the site.

It was noted that while the parish council has a policy to support infill development the Deals site was largely a green field site including a meadow and an orchard which are very important features of the conservation area and it was felt these should be preserved.

IN

Matters arising from previous Parish Council meetings – completed

Dog mess posters

The Clerk had erected these in The Street.

Doctors' surgery car park

The Clerk had written to the surgery with the outcome of councillors' discussions and the two trusts to request a larger sign and Mr Driver's letter had been sent.

Mr Youngman's seat plaque

The Clerk had arranged a replacement plaque, fitted it and informed Mr Youngman.

Finance reports and Correspondence lists

The Clerk had issued with the notice of the meeting.

Ben Burgess & Co planning application – Swainsthorpe

The Clerk had restated the parish council's objection to SNC and copied in Swainsthorpe PC.

Village Sign

Mr Ashford's had painted the village sign.

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. Mr Delf indicated Mr Webb was meeting with him next week to discuss.

RD

Play area capital / maintenance reserve.

Awaiting suitable time to confirm amount.

IN

Moles

The Clerk had engaged Mr Whiting to undertake the work a couple of weeks before the start of the next football season. The Clerk had also engaged Mr Whiting to undertake the work at the children's play area and await a suitable time to treat. Mr Whiting had indicated he would do the above work in the next couple of weeks.

IN

IN

Picket gate – Broaden Lane

We await NCC Highways to erect the gateway on the left as you enter the village at the 30mph limit.

IN

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Dangerous manhole

The Clerk had written to AWA on 27 June to enquire about the weight rating of the cover and to ask them to put a protective barrier around it to allow the tractor driver to see it as well as protecting the public. AWA had indicated they would consider this and allocated Job Number 57431386

IN

Footpath sign

The Clerk had written to NCC Highways regarding the lack of a footpath sign at the Silver Green end of footpath number 15. We await action.

IN

Footpath Bridge

It was noted that footpath 18 repair had already been logged by NCC.

Cats Eyes on B1527

The Clerk had written to NCC Highways on 5 July. A response had been chased on 13 September and they are sending an engineer to inspect and report back to Gary Overland. Report is awaited.

IN

Permissive path

We await a progress report from Mrs Oldfield.

IN

Dog bin location Field Lane

Awaiting physical meetings to recommence so Mr Paul Scott can be invited.

IN

Community awards

The nomination forms had been submitted and the nominees informed. We await SNC to determine if an award is granted.

IN

Government white paper on planning reform / Civic Society Questionnaire response

Under preparation by Messrs Hook, Rose & Driver.

DH/HR/
AD

Next year's meetings

The Clerk had made provisional bookings with both the Village Hall and the Mill Centre pending Cvoid-19 restrictions. To be confirmed as government guidance allows.

IN

Website accessibility requirements

The Clerk had engaged Broadland Digital to make our website compliant so the Clerk can complete and published the accessibility statement.

IN

Fly tipping/stream contamination

The Clerk had written to SNC enforcement officer and the environment waste dept and the Environment Agency asking them to investigate the concerns. The Clerk had also responded to the parishioner.

SNC enforcement officer and the environment waste dept had searched all the relevant registers and found no applications or permissions for waste disposal on the site but stated it was an Environment Agency matter to deal with.

Lois Peters, Environment Officer, Norwich Waste Team (East Anglia Area) of the Environment Agency responded on 22 September and is awaiting access to undertake a site inspection.

IN

Matters arising from previous Parish Council meetings – for discussion

Parish Partnership 2020/21

The Clerk had confirmed with Linda McDermott of NCC that both footpath bridges and the bus stop roof project could qualify for the scheme. They advised to submit a separate application for each project.

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The Clerk to request quotes for the work on the bridges from Mr Dye and had been in touch with the PROW officer, Frances Salway, for her support / permission for the project, which she had given.

Mr Edney indicated he would be pleased to support the parish's application. IN

The Clerk had not received a quote and options from Mr D Lincoln, regarding the replacement of the roof. Mr Delf had received a quote from James Banner. IN

Footpath maintenance / Green Lane

Mr Hook to liaise with the landowner re the green lane. DH

The Clerk had responded to Mr Daynes re footpath 11 and added an item to the standard March agenda to ensure landowners keep footpaths clear.

The style at the northern end of footpath 6 (meeting B1527) was in a dangerous state. The Clerk to report to NCC. IN

The indicated the new NCC footpath officer had indicated they would arrange for the parish council to be informed of the 2021 cutting schedule. IN

Parish council noticeboard

Mr Delf reported he would deal with as a matter of urgency. RD

Re-wilding project

Landowner, Mr Peter Rodger had responded to the parish council's request indicating James Rodger and Son Ltd's farm was not able to offer any suitable sites.

Mr Driver had looked for verges on which it may be suitable to apply for conservation status and will produce a map of potential suitable areas, for wildflowers if not trees AD

Mr Driver proposed, Mrs Cann seconded, and it was unanimously agreed the Clerk will forward the map and suitable comment to the organisers of the rewilding project. IN

The Clerk to investigate ownership and use of a triangle of land opposite Hugmore which could be owned by the Parish Council. IN

The Clerk had written to NCC Highways re suggestions not to cut some of the verges in the village. They had responded as follows:

"Trees, hedges and grass verges - Grass verge cutting

We only cut grass verges for safety reasons, not appearance. Clippings are left on the verge as the sheer amount means we can't collect them. Leaving them is also good for the environment, as nutrients get passed back into the soil.

Roadside verges are cut for road safety purposes to maintain visibility at junctions and to provide room for people to walk on the pavement. We have two grass cutting schedules for our roads - one for roads in urban areas and another for rural roads.

We cut grass verges along the majority of Norfolk's roads between May and September each year. Public rights of way are dealt with separately."

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Play Area Repairs & ROSPA report

A site meeting was held on the 25 July and the following work requirements identified:

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

The Clerk reported a bolt at the bottom of the slide had also fallen out.

RD

Mr Delf reported the rocking horse may need replacing. The bark supplier has promised to be in touch as soon as supplies of bark are available.

RD

The Clerk reported that Mr Balaam had cleaned the play equipment daily but it was becoming more ineffective as wet weather was beginning to prevail. Mr Hook proposed, Mr Delf seconded and it was unanimously agreed Mr Balaam should use his judgement and take a common sense approach as to when it was and was not suitable to carry out the cleaning. This would still be in compliance with the signs erected. The Clerk to inform Mr Balaam.

IN

War memorial cleaning

The Clerk had investigated the cost of cleaning and reported back to Mr Spenser re action taken. Mrs Cann proposed, Mrs Allan seconded, and it was unanimously the Clerk should engage H L Purfitt Ltd to undertake the work at a cost of £840 plus VAT.

IN

Grass Cutting – Village Hall

The Village Hall committee had agreed to pay for the grass to the rear of the Village Hall to be cut under the parish council contract and pay the extra cost. The Clerk had instructed the contractor and agreed to bill the Village Hall Committee on an annual basis.

Speedwatch

The Clerk had written to Mrs Mitchenall to explain the relevance of Speedwatch sessions and supplying data from the SAM2 units.

It was noted that there had not since been any Speed Watch sessions, so The Clerk will write again (for the next parish council meeting) to ask for a date when sessions would restart and refer back to our previous emails and volunteers made known to her.

IN

Bridge Rail - Footpath 9

Mr Barnby had completed the repair.

SAM2 Report

Mr Turner had circulated reports between meetings.

He also reported the 30mph sign on The Krons was bent and rusty. The Clerk to report to NCC Highways.

IN

A pothole has appeared in the middle of the road on field lane at Hugmore corner. The Clerk to report to NCC Highways.

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

Consultation on amendment to South Norfolk Council Statement of Community Involvement

LGA Model Member Code of Conduct Consultation

Norwich Western Link Local Access Consultation has launched

Hempnall Surgery Update from Katie Barnes

Hempnall Surgery response

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Community Awards
2020 Household Hazardous Waste Days
Saving Swainsthorpe Campaign - Ben Burgess Planning Application
Planning for the future white paper
Community awards nomination forms – HR and RD only
A140 Long Stratton: Hempnall Roundabout –Temporary Traffic Management 8 – 15
September 2020

Circulated since the issue of the correspondence list to councillors:

CPRE re petition re changes to planning consultation
Consultation on draft recommendations for division boundaries in Norfolk County Council

No further matters were raised from the above.

Items placed directly onto the Parish notice boards were:

Relevant notices/agenda
Covid-19 notice re Bungay Rd play area

No further matters were raised from 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
Covid-19 notice re Bungay Rd play area

No further matters were raised from the above.

Correspondence from Parishioners

Car parking - Roland Drive

Mr Diane Freeman wrote to say

“Today those of us at the bottom of Roland Drive have not had our black bins emptied. I have emailed South Norfolk Council but, in the meantime, I have been told the dustcart was unable to get down because of the cars parked here. A bin not emptied is inconvenient but not life threatening. If an ambulance or fire engine is unable to reach us that would be serious. Is there any help the Parish Council can provide? “

Mr Hook proposed, Mr Delf seconded, and it was unanimously the Clerk should write a letter to residents of Roland Drive, which Mrs Cann kindly volunteered to deliver.

IN/JC

Krons / Fairsted Lane rat run

Mr Robert and Mrs Jane Johnson and Lesley Oldfield had written with concerns about the increase in quantity and width of traffic using it. Specifically, they said:

1. *Consider a time limit for vehicles coming down the Krons, such as they have in Trowse and also in one of the residential area of Long Stratton. Clearly there would need to be exceptions.*
2. *Keep the hedges cut back along the Krons to better improve the visibility and keep cars from driving in the middle of the road ‘blind’. As a car owner this has the added benefit of not scratching my car every time I meet another vehicle!*
3. *Is there any way to stop farm machinery from using the Krons as a short cut to Saxlingham? - no*
4. *Is it possible to put the farming community on notice that complaints have been made about the speed of farm vehicles and this will be monitored.*

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5. *Is it possible to have a weight limit on the bridge to stop large articulated lorries?*
6. *Perhaps you should elicit local opinions on the above as there is a reasonable strength of feeling.*
7. *Consider a 20mph speed limit through the village.*

Mr Hook proposed, Mr Workman seconded, and it was unanimously agreed the Clerk should pass on to NCC (the relevant Highways Authority) the concerns of these residents and inform Mr & Mrs Johnson and Mrs Oldfield that the parish council has been liaising with NCC Highways over road safety concerns with some success, including an agreement to introduce 20 mph speed limits in parts of the village. The parish council would like to secure a 20 mph limit throughout the village and will continue to push for this and for the introduction of other significant road safety measures.

IN

Parking across school crossing

It had been reported that lorries delivering to McColls were parking across the school zigzag lines, thus causing a danger. The Clerk to write to McColls to request this practice ceases and express empathy regarding the difficult parking issues around the shop.

IN

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 22 July to 10 September 2020. The statement was not materially out of line with the annual budget. Mr Delf proposed, Mr Workman seconded, and it was unanimously agreed the statement be accepted.

Items for next newsletter

The Clerk to draft and published when appropriate.

- Green Lane working group
- Community Action group thanks
- VE Day not happening
- Motorbikes
- Trim hedges over pavement (if interfering with progress)
- The posters to be brought to the attention of residents via the newsletter.
- Thank you to volunteers
- Polite parking

IN

Items for next main meeting

- D Cracknell
- Village Hall AGM

IN

Date of next meeting

The next Parish Council planning meeting will take place on 20 October 2020 virtually at 19:00 and the next main meeting on 17 November 2020 virtually or at the Mill Centre/Village Hall at 19:00.

IN

There being no further business, the meeting was closed at 21:05

Signed _____ Date 20 October 2020

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FINANCIAL STATEMENT

Presented to meeting on 15 September 2020

Current Account

(Payments)/Receipts since last meeting:		£
26/07/2020	Tr BPA to C/a	1,000.00
26/07/2020	James Edwards - paint / repair youth shelter / container	(728.00)
27/07/2020	Tr BPA to C/a	2,000.00
27/07/2020	Broadland Digital - website update re accessibility	(1,018.80)
27/07/2020	I Nelson - stamps	(6.50)
27/07/2020	Zoom subs	(43.17)
27/07/2020	DVH Direct – ink cartridges	(25.20)
27/07/2020	Signomatic - Ray Youngman's Plaque	(39.26)
27/07/2020	Delfs Garage - PPE and cleaning products for play area	(24.59)
06/08/2020	CGM July	(56.68)
11/08/2020	Eon	(12.51)
16/08/2020	CPRE subs	(36.00)
18/08/2020	Bartlett Sign - Covid signs	(62.40)
05/08/2020	NSIB Interest	4.88
08/07/2020	HMRC VAT refund re 31/03/20	1,478.29
31/08/2020	T Balaam - Covid cleaning play area	(250.00)
01/09/2020	CGM Aug	(56.68)
12/09/2020	Eon	(12.51)
07/09/2020	NSIB Interest	4.88
21/08/2020	SNC Rates grant	10,000.00
10/09/2020	Tr c/a to BPA	(10,000.00)
		<u>2,045.75</u>
Closing Balance		<u>2,567.01</u>

Business Premium Account

(Payments)/Receipts since last meeting:		£
26/07/2020	Tr BPA to C/a	(1,000.00)
27/07/2020	Tr BPA to C/a	(2,000.00)
07/09/2020	Barclays Interest	8.70
10/09/2020	Tr c/a to BPA	10,000.00
		<u>7,008.70</u>
Closing Balance		<u>69,269.51</u>