

# HEMPNALL PARISH COUNCIL

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**Minutes of the Parish Council meeting held on Tuesday 8 June 2021 at 8:00pm in the Village Hall.**

## **Present**

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

## **Members of the public present**

District Councillor Michael Edney, Mr David Ayton to end of his planning application matter.

## **Apologies**

Apologies were received from Mr Hamish Rose who arrived from the “South Norfolk Village Clusters Housing Allocations Plan” matter onwards.

## **Declarations of Interest**

Mrs Allen declared an interest in the new development south of Bungay Rd, Millfields and the Village clusters.

## **Minutes of the previous meeting**

Mr Turner proposed, Mr Delf seconded, and it was unanimously agreed the minutes of the meeting on 4 May 2021 be approved.

## **Public Participation**

Mr Ayton spoke to his planning application – see below.

## **Planning Applications**

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

2021/0958 - Mr David Ayton, Land at Villa Farm, Alburgh Road, Hempnall - Change of use of land to residential, provision of concrete pad for siting of static caravan for residential occupation and creation of new access.

Mr David Ayton explained the background to the application.

Mr Delf proposed, Mrs Allen seconded, and it was unanimously agreed that the application be approved leaving the new entrance onto Alburgh Road to be determined by SNC in conjunction with highways.

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

2021/0722 - Mr Colin Hawes, Hempnall House Lundy Green Hempnall NR15 2NU - Construction of 3 bay oak framed cart lodge of traditional design.

2021/0552/647 - Mr Rob Webb, Nelson House The Street Hempnall NR15 2AD - Paving of front forecourt, boundary walling, garage and garden store.

2020/2338 - Mr Tom Simpson for Mr Richard Buck, Grange Farm Lundy Green Hempnall - Demolition of 2 No poultry units, decommissioning of 2 No poultry units, modernisation of 3 No existing unit ventilation systems and erection of 2 No broiler poultry units with ancillary feed silos, LPG tanks, hard standing and staff amenity building.

2021/0325 - Mr Simon Carver, Pear Tree Farm, Alburgh Road Hempnall NR15 2NS - Extension, refurbishment and re-modelling of design to existing detached dwelling.

2021/0518 - Mr Rob Neil, Scots Bungalow Field Lane Hempnall NR15 2PB - Demolition of existing bungalow and erection of three bungalows.

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

There were none.

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

There were none.

### **Millfields Exemption Site**

Mr Hook spoke to Mr Paul Harris of SNC yesterday, who surprisingly did not know of our interest in affordable housing. He confirmed the 15 units were all market value developments and not affordable housing as part of an exception site.

Mr Driver pointed out that SNC state the site is in private hands when in fact it is owned by them! Mr Edney volunteered to take this up with them in his consultation response.

ME/IN

Mr Driver proposed, Mr Hook seconded, and it was unanimously agreed that the Clerk should write to SNC to refer to SNC's obligation to provide suitable housing in the area and two independent surveys have demonstrated Hempnall's need for affordable housing. The example of the new development off Bungay Rd should be cited as an example of how the private sector can not be relied upon to provide affordable housing (7 promised, reduced to 3 after planning permission granted). SNC to be asked to reconsider to make it an exemption site (copy in previous correspondence).

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### **The Deals**

It was noted SNC had granted the applicant until 30 July to submit revised plans. The Clerk to monitor.

IN

### **New development south of Bungay Rd**

Mr John Ellis had expressed concern that the soak away area could turn into a "lagoon". It was noted and reinforced by Mrs Allen that their area would be grassed over and should not be a lagoon and thus should not be a danger to parishioners.

Mrs Yvonne Davey had contacted the Clerk to inform him that she was aware the developers intended to put in a pathway open to the village hall car park driveway and she was concerned for people's safety unless there was a gate to prevent users walking unimpeded onto the village hall roadway. Mrs Allen to raise at Village Hall meeting. Mr Workman proposed, Mr Hook seconded, and it was unanimously agreed that the Clerk should ask SNC to explain law in relation to the creation of this new right of way which did not appear to be part of the original planning application for the site.

LA

IN

Mr Driver and Clerk had written to SNC on 8 May to point out the revised sales figures for the properties on the site and asked if it was possible to require the developer to provide a revised viability statement. As yet no response had been received, the Clerk to chase for the next meeting.

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### **Pre-application consultation proposed telecoms installation**

#### **TIL\_3036910\_TEF\_090991 grass verge of Spring Lane.**

The Clerk had written to the applicant on 26 May pointing out the issue with regard to potential interference with electrical appliances and had asked for them to respond to our other comments and look at the suggested site away from properties. No response had been received. The Clerk to monitor.

IN

### **Strawberry farm**

Mr Driver reported local people had stated that the Strawberry farm may have purchased some extra land to put a drainage facility in place but no other details are known. Mr Turner reported a resident had stated a lagoon was proposed but no plans have been submitted at present.

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## Finance

The Clerk requested councillors to consider transferring the parish council's accounting records from various Excel spreadsheets to Quickbooks Plus. Plus is needed as it is the only version containing budgeting functions. The advantages would be:

- Risk avoidance
  - illuminate any potential formular errors.
  - have a recognised system which is future proofed and not reliant on the Clerk's Excel or accounting expertise, especially important for succession planning.
- Semi automation of postings.
- Direct bank feed.
- Sales and purchase invoice control.
- VAT return compilation.
- VAT will be digital submission for us in future, which can be done from QB.
- Integrated budgeting.
- Easier reporting to councillors.
- Cloud based system so allows all councillors to view at any time.
- Sales invoicing integrated.
- Payroll fully functional and updated and linked to HMRC for monthly-submissions and year end returns.
- Electronic copy of invoices/receipts can be attached to back up transactions so makes audit trail easier.
- Should save some time for the Clerk once things are set up.
- Online/video and helpdesk support all in.

The Clerk said it would take extra time for him to set up things in Quickbooks and in addition he would be willing to forgo any pay increase this year to help compensate for the extra cost of Quickbooks. Mr Driver said he did not think the matter should be linked to any decision re the Clerk's pay.

Mr Delf proposed, Mrs Allen seconded, and it was unanimously agreed that the Clerk could supply the package via his company at a discounted price of £29.20/mth. The Clerk to arrange and set up the package and transfer the current year's financial information.

IN

## Overgrown hedges Lundy Green

Mr Turner reported two parishioners had complained about hedges in Hempnall Green (namely: Tyrrell's hedge and the one belonging to Chestnut bungalow). It was also noted the hedge on the left as you enter the village from Fritton was narrowing the road so much that wing mirrors now hit it. Ownership of the hedge was uncertain so the Clerk to informally speak to Mr Webb, whose land is nearby.

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The Clerk explained the normal process is for the parish council to send an initial friendly letter asking the owner to cut the hedge. If this is not acted upon a second letter is sent pointing out if they do not attend to it NCC will be asked to deal with it and NCC would charge the landowner.

Mr Turner proposed, Mr Delf seconded, and it was unanimously agreed that the Clerk should write to the owners in the Greens to request they cut their hedges.

IN

## Krons Meadows – Bench vandalised

Mrs Allen reported the above and vandalism of poly-tunnels (£5k), believed to be at the Strawberry farm. The Clerk had provided the police with a lead re the bench.

IN

It was also thought the phone box had been damaged, the Clerk to inspect.

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Mr Hook proposed, Mr Turner seconded, and it was unanimously agreed that the Clerk should ask the police to increase their presence as a result of the above matters and the recent incidents at Allen's farm and the play area.

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## Items for next newsletter

The Clerk to draft and published when appropriate articles on the following:

- Polite parking
  - Playing field on leads on playing field and other public places.
  - Flood protection lobbying
  - Road improvements
  - Play area development
  - Speedwatch – now Covid finished
- IN

## Items for next main meeting

- Clerk's salary review
  - Bus Shelter
  - Plaque off seat in play area
- IN

Mrs Allen left the meeting.

## **South Norfolk Village Clusters Housing Allocations Plan**

Mr Hook explained the background to the Village Cluster process as part of the GNLP. The Hempnall Village Cluster includes Hempnall, Topcroft Street, Morningthorpe, Fritton, Shelton and Hardwick. 14 sites in the cluster have been put forward by landowners for housing development. 2 sites have been identified (by SNC) as preferred sites, these are: 1) SN02220SL – land near Millfields – 15 houses 2) SN1015 – land adjacent to the primary school, The Street, Hempnall – 20 houses. The other sites were rejected.

Mr Hook expressed concern that parish councils were not informed of updates of proposed sites since the initial consultation.

Mr Delf proposed, Mrs Cann seconded, and it was unanimously agreed that Messrs Hook, Driver and Rose would prepare a response to the plan by re-presenting previously agreed objections to all the sites in Hempnall that were proposed for inclusion in the plan and add the following points: A) concern that development adjacent to the school could restrict the expansion of the school should further school places be needed; B) thanks for rejecting the other sites in the village; C) a request that the parish council be informed of new site proposals as they arise; D) a request that affordable housing agreed percentages are adhered to; E) a re-statement of the Parish Council stance that no new sites allocated for inclusion in the GNLP should be developed until existing approved sites in the JCS have been built out; F) that dispersal of development in to villages when there is inadequate public transport should be resisted; G) a request that social housing exemption sites and windfalls count towards housing targets; H) that the Millfields site be used for social housing either for its originally agreed purpose, an extension of the Millfields "old folks" accommodation, or as an exemption site for affordable housing as arranged between Hempnall Parish Council and Saffron Housing Association.

DH/AD/  
HR

The response will involve providing answers to questions 65 to 68 and will include a re-statement of Parish Council policies on the level of development appropriate to the village (including re. the development boundary) and other relevant comments made in the HPC response to previous GNLP consultations including in regard to village clusters.

The paper to be circulated to councillors for comment prior to submission deadline of 2 August.

## Items for next main meeting #2

- Planning and Rates - New businesses in village, e.g. Wheeldrive, Kilbournes, Harvey Lane Garage.
- IN

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**Date of next meeting**

The next Parish Council planning meeting will take place on 20 July at the Village Hall at 7:00pm.

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There being no further business, the meeting was closed at 21:50

Signed \_\_\_\_\_ Date 8 June 2021