

# HEMPNALL PARISH COUNCIL

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## Minutes of the Parish Council meeting held on Tuesday 15 November 2022 at 7:00pm in the Mill Centre

### Present

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

### Members of the public present

County Councillor Alison Thomas, District Councillor Michael Edney, Mr Robert Elliott, Mr Phil Bates (all to near the end of road safety issues)

### Mr Geoffrey Moulton

Mr Hook reported the sad news that Mr Moulton, former chairman of the parish council, had died. A minute's silence was held in respect. His funeral is due to take place on 8<sup>th</sup> December 2022 at Hempnall church with the wake in Hempnall Village Hall. The Clerk to write a letter of condolence to the family.

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### Apologies

No apologies were received.

### Declarations of Interest

There were none.

### Minutes of the previous meeting

Mr Driver proposed, Mr Turner seconded, and it was unanimously agreed the minutes of the meeting on 27 September 2022 be approved.

### Public Participation

Public comment was made during the Speedwatch and road safety matter.

### County Councillor Update

Mrs Thomas reported that NCC budget consultation is live. By way of example of the costs involved, a 1% staff pay rise costs £3m in total.

Health Care - Norfolk & Suffolk Health Trust has been scrutinised and she reported they seem to be able to deliver the CQC requirements but need to work on reducing waiting lists and increasing staff retention.

Dentistry - Representations will be made to the government by Mrs Thomas re the lack of dental care in Norfolk.

County Deals – Government has made a proposal to provide more funds to the county in exchange for extra responsibilities. NCC to consider in more detail.

Long Stratton bypass - is progressing, but news is awaited for the future, post the chancellors economic statement this week.

### District Councillor Update

Mr Edney commented again on the closure of South Norfolk House. There continue to be many staff leaving.

He has also spoken to residents around the strawberry farm and had called in the planning application.

Mr Driver reported that footpath 24, which crosses the strawberry farm site, had been blocked with a kissing gate. Mrs Thomas agreed to take this matter up with NCC PROW. The Clerk to email her with details.

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## Speedwatch and road safety

Mr Elliott, the Speedwatch co-ordinator, thanked councillors for inviting him to the meeting and reported on the latest action taken by the group. More people are required in order to have a greater impact. He stated that a few people offering just 2 hours per month would make a great difference. The Clerk to liaise with Mr Elliot for articles for the newsletter.

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He has liaised with the police who indicated that traffic speed monitoring will mainly rest with the local Speedwatch team rather than the police, due to lack of manpower.

Mr Elliott had collated ideas for road safety and would send these to the Clerk.

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It was noted that many of the ideas had already been pursued by the parish council with NCC Highways which had turned them down on the grounds of NCC policy (based on national policy) and/or cost. Mrs Thomas offered to take these up with Gary Overland of NCC Highways to explore further or obtain suggested alternatives. The Clerk also to ask NCC if it was possible for the parish council to contract directly for work to be undertaken rather than via NCC in order to save costs.

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Mr Daniel Scott had written to the Clerk with road safety concerns and had made suggestions of safety improvements. The Clerk to respond stating that councillors shared his concerns, and will make every effort to encourage NCC to take action.

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Matters of particular concern or requests from parishioners include:

- Speeding traffic generally
- Field Lane passing places and speed – await NCC response
- Alburgh Rd speed limit reduction
- Speed limit signs for Fairstead Lane
- Pedestrians in road sign on Fairstead Lane
- B1527 safety audit – awaiting NCC
- Bollard protecting pavement on B1527 – awaiting NCC
- Priority signs on B1527 either side of Willow Drive pinch point

## **Extra 20mph sign in The Street**

This had recently been erected.

## Planning Applications

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

2022/1840 - Mr Adam Austin, 21 Alburgh Road Hempnall - Variation of condition 2 of 2020/0859 - Increased eaves height to previously approved extension. Application Type: Removal/Variation of Condition (S73 / S19)

2022/1907 - Mr Adam Austin, 21 Alburgh Road Hempnall - Variation of condition 2 of 2020/0859 - Increased eaves height and new roof design to previously approved extension

Mr Driver proposed, Mr Turner seconded, and it was unanimously agreed that both applications be refused and the applicant be asked to reinstate the building to conform with the original plan approved by SNC, especially as the proposed higher profile would block even more light from neighbours. It should also be noted that SNC enforcement officers were investigating non-compliance with previous approved applications.

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2022/1950 - Mrs Joanne Sutherland, Agricultural Building at Wood Farm Fairstead Lane Hempnall - Variation of condition 2 of 2021/1915 - Alterations to fenestration and layout, revised access and parking area with relocation of cart lodge. – Mr Driver proposed, Mr Hook seconded, and it was unanimously agreed that the application be refused noting that the property had been built the wrong way round by 180 degrees. The original application was described as a barn conversion with the intension of it being in keeping with agricultural buildings, however, the building in no way meets this objective and is totally inappropriate

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for the area and an ugly design. The applicant states that is not visible from the public road or footpaths when in fact it is very visible from both, including Boudicca Way.

IN

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

2022/1297 - Mr Simon Carver, Pear Tree Farm Alburgh Road Hempnall - Demolition of existing outbuilding and erection of carport and garage with office space and gym above.

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

There were none.

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

There were none.

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

2022/0556 - Mr Richard Harper, The European Trade Centre Hempnall Road Morningthorpe - Retention of 4 existing containers and standing of an additional 4 containers for storage, retention of a portacabin and standing of an additional 4 portacabins for Class e.g./B2 or B8 use with use of part of existing building for office in connection with on-line car sales and use of land for storage of cars in connection with on line car sales.

Mr Hook proposed, Mr Rose seconded, and it was unanimously agreed that the application be refused with a full response to be made covering:

- Not an employment area per Joint Core Strategy
- It is in the Tas Tributary Farmland designated area and proposals do not respect appropriate planning guidelines
- Dangerous entrance/exit
- Concerns about lighting on site
- Apparent inaccuracies in the application re i) scale of operation and ii) trees/environment

IN

## **Willow Drive**

Mr Hook noted that the southern boundary trees and hedges per the approved plans had not been planted as yet. In addition, there did not seem to be room to do so between the southern fence and the drainage ditch.

Mrs Allen indicated that there should be trees being planted on the green area at the Bungay Rd end of Willow Lane.

Mr Hook proposed, Mr Workman seconded, and it was unanimously agreed that the Clerk should point out the above to SNC planning.

IN

## **Proposed New TPO**

The clerk had circulated the information regarding a proposed new TPO SN0586 - Oak View, Silver Green, Hempnall, NR15 2NL.

Mr Driver proposed, Mr Turner seconded, and it was unanimously agreed that the Clerk write to support the TPO.

IN

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

### **Jubilee Trees for Norfolk**

The Clerk had asked the secretary of the Church & Town Estate Property Charity to agenda tree planting on its land.

Mrs Allen / Rob Allen to liaise directly with the hedging provider with regard to their application (channelled by the village Tree Warden) for hedging plants to be planted on their land.

LA

### **2023 Meeting dates**

The Clerk had published the dates and booked the Mill Centre.

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## **Tree Preservation orders for Playing Field**

SNC website now shows the TPOs placed on an additional 7 trees around the playingfield.

## **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

### **Alburgh Rd repairs**

The poor road condition of the road surface at Alburgh Rd / B1527 junction and Villa farm entrance, had not been attended to by NCC, but they updated on 11/08/22 that the road is on the schedule for resurfacing, prior to which any additional minor or new defects will be repaired. The Clerk to monitor.

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### **Churchyard Tree Pruning – Holme Oak**

Mark Havens to prune the Holme Oak in October/November. The Clerk had also applied for and received planning permission to undertake the work. The Clerk to monitor.

IN

### **Bollard on B1527**

The Clerk had chased NCC re the erection of a bollard on the pavement and Gary Overland of NCC Highways had responded as follows: “I no bollard would prevent vehicles cutting across the new tactile paving when entering and exiting the new development but have not had a chance to run this past Julian Fonseka for approval. “The Clerk to Monitor.

IN

### **Roadside nature reserves**

Mr Driver has received a response from NCC Ecologist, Sonja Seaton who will meet Mr Driver on 18/11/22.

AD

### **Roberts Close / The Street footpath safety**

The Clerk had written to highways on 5 January 2021 outlining the safety issues and possible solutions. NCC responded to say they “do not have a problem dropping the kerbs on the opposite side of the road to create a crossing point. The kerbs are not at full height anyway, but they would obviously be better with a standard 25mm upstand. We would not consider installing waiting restrictions at this location, but I think that some h-bar markings (11m length) would help deter drivers from parking close to the bend. This reply obviously crosses over two no enquiries at the same location” The Clerk to monitor.

IN

### **B1527 Declassification**

This can't be considered until after the result of the safety audit being carried out funded by County Councillor Thomas. The Clerk to monitor.

IN

### **Millfields Exception Site**

We await Richard Bland of Saffron Housing / SNC since July 2022 and details of the law re tenants right to purchase to ensure that the properties were retained in perpetuity as social housing. The Clerk requested an update on 22/10/202. The Clerk to monitor.

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### **Land East of Field Lane**

We await SNC planning officer's decision re planning application 2020/2396. The Clerk to monitor. The Clerk to establish the next deadline / date the application may be called in.

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### **Caravan encampment at Spring Wood**

The SNC planning enforcement officer had visited the site and is awaiting more information from the owners. The Clerk to monitor.

IN

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

### **Play area redevelopment**

The following funding and quotes for the project are now confirmed and contracted for:

Fundraising	£1,122.60
National Lottery	£32,900.00
Community Action Norfolk	£15,000.00
Adnams	£1,000.00
Geoffry Whatling	£7,000.00
Parish Council	£50,000.00
Saffron	£5,000.00
Sale of Roller	£413.00
<b>Total income</b>	<b>£112,435.60</b>

Quote NGF Play Zip and rope wire	£19,221.50
Quote NGF rest of play area	£85,450.27
Quote Ford & Mulley Ltd - site clearance	£2,350.00
Contingency	£5,413.83
<b>Total expenses budget net of VAT</b>	<b>£112,435.60</b>

The rope swing and zip wire should be erected in November with the groundworks starting around the same time.

The roller had been sold for scrap for £413. The Clerk to chase for payment. IN

The configuration of the play area and apparatus close to the tennis courts has been agreed with the Tennis Club

The sub-committee meeting minutes have been circulated.

Mr Delf reported that there were dead branches on the ash tree, which need removing. It was agreed that the Clerk should contact Simon Aylmer to undertake a professional tree survey of all the mature trees on the playing field with a view to asking Mark Havens to undertake any work required after the Clerk had obtained permission from SNC as the trees are protected by TPOs. IN  
IN  
IN

### **The Late Queen Elizabeth II commemoration**

Councillors considered how best to mark the reign of Queen Elizabeth II. The Clerk to ask parishioners for ideas via the newsletter. IN

### **Appointment of parish council rep to The Hempnall Trust**

The Clerk had checked who were the official parish council representative, they are Mark Williams (due for re-election Oct 2024) and Chris Barnes (due for re-election Feb 2024), thus another is required.

Councillors to look for a suitable candidate. ALL

### **Footpath finger posts**

The Clerk had asked NCC PROW on 22/10/22 if it were possible to have a supply of 6 finger posts for the parish council to erect to replace existing broken / missing ones. The Clerk to monitor. IN

### **Invitation to Bid for Parish Partnership 2023/24**

The Clerk had submitted the bid, the outcome of which will not be known until March 2023. The Clerk to monitor and ensure funds are budgeted for the work. IN

The Clerk had received NCC's agreement to fill in the ditch which crosses footpath 12. A pipe will be put in to take the water and the ditch filled. This should be funded in full by NCC. This is awaiting NCC to action. The Clerk to monitor. IN

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The bridge leading from footpath 12 to footpath 18 (Lower Lane to Hardy's Loke) needs widening with a couple of extra planks. NCC PROW were happy to support this project. This is awaiting NCC to action. The Clerk to monitor.

IN

## **Defibrillator**

The Clerk had informed the school that the parish council was now seeking to provide an additional defibrillator instead of moving the school's. There was currently a large shortage of units, and the Clerk will continue to obtain suitable quotes.

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## **Hempnall Natural Flood Management scoping report**

We await the outcome of liaison of the National Flood Manager for East Anglia with landowners.

*Karen Patterson of the Environment Agency reported on 28/09/22 they were "finally able to meet with the local Natural England Countryside Stewardship Officer. Aby Hadley and 3 officers from Norfolk County Council a couple of weeks ago in Hempnall. We were shown the areas at greatest risk of flooding, and properties which had flooded, and looked at areas which may be suitable for some natural flood management. The site visit was very useful as it enabled us to understand the flood risk in the area, the sources and pathways, and identify potential solutions.*

*The Countryside Stewardship Officer will now speak with some local landowners to determine whether they are interested in working with us to develop a natural flood management project in the area. We are also interested in working with the parish council and the community on this project. Does Hempnall have a flood group? If so, would you be able to put me in touch with them about collaborating? I have found in the past that bringing the community (flood group) and farmers/landowners together to work collaboratively is the best solution. In another area I work in, the flood group has been integral in continuing to develop more NFM projects following the completion of a pilot NFM project in the area."*

The Clerk had responded that the parish council were willing to assist. 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  
Various SNC Planning Monthly Enforcement Reports  
Priority Setting Meeting - Long Stratton & surrounding parishes  
Norwich Western Link project update - Consultation closes Sunday 9 October  
SNC Code of Conduct consultation  
GNLP letter to Inspectors 17/10  
Bin Collections South Norfolk app  
GNLP housing trajectory documents  
Parish & Community Infrastructure/ Hempnall  
Playground meeting minutes 27/10/22  
Speeding aggregate lorries through village

No further matters were raised from the above.

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

Relevant notices/agenda  
Bin Collections South Norfolk app poster  
Crayfish in the River Tas poster  
Speedwatch recruitment poster  
Wellbeing poster

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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  
Added NCC list of help available to residents in these hard economic times

No further matters were raised from the above.

## **Correspondence from Parishioners**

### **New Dog Bin**

Phil & Anita Bates passed on their thanks for the new dog bin.

### **Complaint re firework noise**

A resident of Willow Drive has complained re the above and provided some potential solutions.

Mr Delf proposed, Mr Rose seconded that the parish council recommend the organisers consider using quieter fireworks in future. Mr Workman counter proposed, Mr Driver seconded, and it was agreed with 4 votes for, 3 against and 1 abstention that the Clerk should forward the email to the Friends of Hempnall School, the organisers of the event and ask them to give it consideration, without actually recommending the use of quieter fireworks. The Clerk to inform the complainant accordingly.

IN

### **CIL Officer**

The Clerk to contact the officer who offered to visit councils to explain CIL and determine if they are able to offer any extra information of benefit to the village.

IN

## **Financial Statements**

### **Movements since last meeting**

The Clerk presented the financial statement attached to these minutes showing the movements from 28 September 2022 to 10 November 2022. The statement was not materially out of line with the annual budget. Mrs Allen proposed, Mr Delf seconded, and it was unanimously agreed the statement be accepted.

### **Quarterly Budget Report**

The Clerk presented the quarterly budget report showing the movements for the quarter ended 30 September 2022. Mr Driver proposed, Mr Delf seconded, and it was unanimously agreed that the statement be approved.

### **D Cracknell**

It was agreed that a gratuity of £820 be paid for his sterling work around the village over the last year in maintaining the bus shelter, litter clearance and bin emptying. The Clerk to write a thank you letter and make payment.

IN

### **Contract Tender limit**

Standing Orders currently require expenditure greater than £1,500 plus VAT to be sent out to tender to at least 3 contractors. It was felt that this and the limit of £250 which the Clerk has authority to spend without calling a meeting, were both too low.

Mrs Allen proposed, Mrs Cann seconded, and it was unanimously agreed that the tender limit be increased to £2,500 plus VAT.

Mrs Allen proposed, Mr Driver seconded, and it was unanimously agreed that the Clerk's limit be increased to £500 plus VAT.

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The Clerk to update standing orders / financial regulations. IN

## **Gravestone wobble test**

Mr Delf reported that he had undertaken a gravestone wobble test on 14/10/22 in the old churchyard and found that no gravestones were in danger of falling over.

The Clerk to add the test to the diary annually. IN

## **Dog mess on football pitch**

Mrs Cann reported that the football club members had to clear the pitch of dog mess before matches, which was unacceptable. It was noted that the "keep dogs on leads" sign was not as effective as it might be and was not in good condition.

Mrs Cann proposed, Mr Turner seconded, and it was unanimously agreed that the Clerk should design a new sign suitable for replacing the old one and obtain quotes. The wording is to give positive encouragement to dog owners to pick up the mess rather than being authoritarian. IN

## **Elections**

The Clerk reminded councillors that their current office ceased in May 2023 so they may like to consider continuing to stand as councillors and be prepared for any potential election. The Clerk will issue details of procedures when received from SNC. IN

The Clerk had circulated two parish councillor recruitment posters prior to the meeting, these will be displayed on the noticeboard and website. IN

## **Items for next main meeting**

- Tennis club rent setting
  - Statement regular payments
  - Precept
- IN

## **Items for next newsletter**

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

- Play area
  - The Hempnall Trust Rep
  - Speedwatch
  - Dog fouling on football pitch
  - Wheelchair availability via Mrs Allen
  - Experiences of traffic issues / accidents
  - Queen Elizabeth II memorial
- IN

## **Date of next meeting**

The next Parish Council planning meeting will take place on 13 December 2022 at 7.00pm in the Mill Centre and the next main meeting on 17 January 2023 at the Mill Centre at 7:00pm. IN

There being no further business, the meeting was closed at 21:55

Signed \_\_\_\_\_ Date 13/12/2022



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## FINANCIAL STATEMENT

### Transactions to 10/11/2022

#### Current Account

<b>(Payments)/Receipts since last meeting:</b>		<b>£</b>
27/09/2022	Delfs Garage - concrete for dog bin	(31.20)
30/09/2022	Ian Nelson Salary	(394.96)
30/09/2022	Ian Nelson use of home as office	(30.00)
30/09/2022	Ian Nelson broadband	(4.00)
30/09/2022	SNC - Precept	9,150.00
01/10/2022	VFM - payroll and accounting	(30.80)
03/10/2022	nPower - Electricity	(179.20)
05/10/2022	NSIB interest	9.86
06/10/2022	nPower - Electricity	(20.23)
17/10/2022	CGM Grass cutting	(114.00)
21/10/2022	CPRE Subs	(36.00)
24/10/2022	Geoffrey Watling Charity	7,000.00
28/10/2022	Saffron	5,000.00
31/10/2022	Ian Nelson Salary	(394.96)
31/10/2022	Ian Nelson use of home as office	(30.00)
31/10/2022	Ian Nelson broadband	(4.00)
01/11/2022	nPower - Electricity	(22.11)
01/11/2022	VFM - payroll and accounting	(30.80)
07/11/2022	NSIB interest	12.00
10/11/2022	Tr C/a BPA	(24,000.00)
20/09/2022	Tr BPA to C/a	1,000.00
20/09/2022	Sub-committee fund raising	60.27
20/09/2022	CGM Grass cutting	(114.00)
		<u>(3,204.13)</u>
<b>Closing Balance</b>		<u>1,990.66</u>

#### Business Premium Account

<b>(Payments)/Receipts since last meeting:</b>		<b>£</b>
10/11/2022	Tr C/a BPA	24,000.00
20/09/2022	Tr BPA to C/a	(1,000.00)
20/09/2022	BPA Interest	35.18
		<u>23,035.18</u>
<b>Closing Balance</b>		<u>137,824.15</u>