

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 16 January 2024 at 7:00pm in the Mill Centre

Present

Chairman Mr David Hook, Mr Richard Delf, Mr Robert Elliott, Mr Mike Turner, Mr Peter Workman and the Clerk Mr Ian Nelson.

Members of the public present

County Councillor Alison Thomas, District Councillor Martyn Hooton and Mrs Polly Cobb.

Apologies

Apologies were received from Mrs Joan Cann, Mr Hamish Rose and Mr Phil Bates.

Declaration of interests

There were none.

Minutes of the previous meeting

Mr Delf proposed, Mr Elliott seconded, and it was unanimously agreed the minutes of the meeting on 19 December 2023 be approved.

Public Participation

See Rewilding matter.

County Councillor Update

County Councillor Alison Thomas provided the following report:

The charge for DIY waste at recycling centres has been removed but the limit of one 5litre bag per week remains.

People with a disability bus pass can now use it at any time (previously it could only be used after 9.30am.)

NCC is helping to provide up to date mobile phone coverage data by putting signal recording machines on waste collection lorries. The data will be provided to Ofcom.

Telephone landlines will not be turned off until a workable alternative has been provided.

District Councillor Update

District Councillor Mr Martyn Hooton reported as follows:

In his capacity as Chair of the Cleaner Greener Environment Committee he reported that food waste collection from every house will start in 2026. In 2025 businesses employing more than 10 people will be served.

Mr Hooton is in the process of exploring funding for the accessible bench for Hempnall play area and will liaise with the Clerk in due course.

IN

Planning Applications

New applications since the last meeting:

2024/0085 - Mr & Mrs Tidder, Bry-mor, The Street Hempnall - Proposed extensions and alterations including additional dormer windows – Mr Delf proposed, Mr Turner seconded, and it was unanimously agreed that the application be approved.

IN

2024/0096 - Doctor Rosemary Smith, Veterinary Surgery, Broaden Lane Hempnall - Variation of condition 5 of 2021/0060 - original (Leylandi) hedge to removed & replaced with native species hedging – Mr Delf proposed, Mr Elliott seconded, and it was unanimously agreed that the application be approved.

IN

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Applications approved since the last meeting:

2023/3555 - Mr Marc Nicholls, 12 Willow Drive Hempnall - Erection of 4m x 6m gazebo to the rear of existing garage.

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

There were none.

Millfields Exception Site

Mr Hook reported on a meeting earlier today between himself, the Clerk and Joe Bootman, Saffron's Head of Land & Planning re the GNLP preferred site for 15 dwellings. Of the two possible ways forward, it was agreed that the application under the Rural Exception Site rules would be most advantageous to residents of Hempnall. A new housing needs survey would be needed. Saffron will work with the Clerk regarding publicity for this. Mr Bootman stated that proceeding via the Rural Exception option would still enable the Millfields site to be treated as an allocated site in the SNC Village Clusters plan (which harmonises with the GNLP) and will enable it to contribute to the housing target.

Mr Delf proposed, Mr Turner seconded, and it was unanimously agreed that the Clerk write to Saffron to indicate that the parish council's preference to proceed via the Rural Exception Site route and to offer help with publicising the survey.

IN

Matters arising from previous Parish Council meetings – completed

Play equipment inspection/maintenance

Mr Delf had inspected the brackets on the MUGA and found more to replace. He will ask the manufacturer for a supply and/or make some and fit.

RD

Footpath bridge widening

Mr Havens had fitted the extra rails to the bridge.

Dog bin - The Greens

Mr Delf had erected the bin and the Clerk had added the new site to the SNC emptying schedule.

Consultation on the Greater Norwich Local Plan Proposed Main Modifications

Mr Hook had responded in line with our policies and previous submissions in relation to the GNLP.

Bid for Parish Partnership 2024/25

The Clerk had obtained support from both county and district councillors and submitted the application for footpath cutting / maintenance.

Hempnall Natural Flood Management scoping report copy

The Clerk had sent to Mr Rust.

The Village Hall AGM

The Clerk had written to the Village Hall secretary re our representative. Mrs Cann had reported on the event to councillors via the Clerk.

Weed in Stream

The Clerk had informed the resident that we were currently liaising with the Environment agency about this area.

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Tennis Club rental

The Clerk had issued the invoice to the club.

Litter Picking etc

The Clerk had written a thank you letter and make payment.

Budget/Precept 2024/25

The Clerk had updated the budget and informed SNC of the required precept.

Bridge leading from footpath 12 to footpath 18

The bridge leading from footpath 12 to footpath 18 (Lower Lane to Hardy's Loke) has been widened.

Road markings at war memorial junction

The Clerk had asked NCC to review the road markings and they responded that they do not foresee any reason to make any changes to the existing layout.

Old Mill Cottage Field Lane "garage"

Andy Baines, SNC enforcement officer has confirmed the garage is no longer being separately let.

Long Stratton Bypass

Mr Hook and the Clerk had written to SNC, NCC and Richard Bacon MP to express extreme dissatisfaction at the low level of the developer contribution.

Matters arising from previous Parish Council meetings – awaiting others

Nobbs Lane Spur

Further forms are required to be completed. Mr Hook will co-ordinate ASAP. Names of users are being collated. It was noted that the path is already shown on the Sustrans cycle map.

DH

Removal of footpath 24 kissing gate

Frances Selway the Countryside Access Officer is liaising with the landowner. 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

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

On 06/07/23 Andy Baines said "A *further joint visit will be carried for Springwood and Lundy Green. I was hoping to do those with my line manager before she left but unfortunately that didn't happen. I will prioritise these and update list accordingly.*"

NCC re parish council undertaking highways work directly

The Clerk had asked NCC if it was possible for the parish council to contract directly for highways work to be undertaken rather than via NCC in order to save costs. A response is awaited. The Clerk to monitor.

IN

The Late Queen Elizabeth II commemoration

The Clerk had responded to the Lord Chamberlain's office and awaits a response.

IN

Mr Hook would provide wording for a suitable plaque to be erected in due course, and entry be made in the newsletter.

DH

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Roberts Close / The Street footpath safety

The dropped pedestrian crossing point had been completed but we await NCC to paint the H white lines. The Clerk to monitor.

IN

Bollard to protect pavement near Willow Drive

The Clerk had written to NCC Highways and awaits a response.

IN

Roadside nature reserves / rewilding verges

Mr Driver had passed on an email from the NCC Ecologist, Sonia Seaton in which she states she will be visiting this locations as part of her verge visits between May and July this year. Mr Driver assumes she is referring to a verge in Silver Green on the road between Wodehouse Farm and Corner Cottage and one in Bussey's Loke. The Clerk to monitor.

IN

Alburgh Rd resurfacing

The poor road condition of the road surface at Alburgh Rd / B1527 junction and Villa Farm entrance, had received temporary repairs recently but the repairs have already disintegrated. NCC said 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.

IN

Willow Drive 20mph signs

The Clerk had written to NCC Highways to ask them to rectify the 20mph signs on the Willow Drive/B1527 junction. The Clerk to monitor.

IN

Villa farm industries

On 30/11/23 Andy Baines, the SNC enforcement officer, said *"By way of update on Villa Farm the only unauthorised use is Harvey Lane Garage. I have written to them to encourage the submission of an application but if this is not received we will then have to consider whether it is expedient to take any further action. Should an application not be received I will update you further what action the council will take."* The Clerk to Monitor.

IN

Traffic calming on B1527 West

The Clerk had left a message for Gary Overland again to ask for a site visit at around 8am asap but had not received a response. The Clerk to chase.

IN

Wheels 4 Less planning issues

The Clerk had sent emails to SNC planning enforcement re the light pole, mobile homes and number of cars on site and the burger business as instructed. We await SNC action. The Clerk to monitor.

IN

Policy for use of chemicals

Mr Bates reported he is running a trial at home to determine the best options. He asked for the item to be deferred until April 2024.

PB

Streetlight timers

Mr Hook to speak to his lighting contact with a view to fitting new timers dusk to midnight up to a cost of £500 + VAT.

DH

Items o/s with NCC

The Clerk to send the details again to NCC Highways and copy in Mrs Thomas who will liaise with Gary Overland re a site visit.

IN

Dead branches on playing field trees

The Clerk had accepted Mr Whiting's quote, and the work will be completed by the end of 2nd week of February. The Clerk to monitor.

IN

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Proposed Woodland on Playingfield

The Clerk had accepted Mr Whiting's quote, and the planting will be completed by the end of January. The Clerk to monitor.

IN

Mr Hook proposed, Mr Elliott seconded, and it was unanimously agreed that Mr Hook inform Mr Whiting that the parish council will pay £113 for the 3m specimen oak tree with root bowl to be planted in memory of Geoff Moulton. Mr Hook will also liaise with the Moulton family re the dedication and planting ceremony.

DH
DH

Hempnall Natural Flood Management

The Clerk reported that the Environment Agency had said that work is to be undertaken as part of the Hempnall Natural Flood Management scoping report is due to start on Allen Farms land in Summer 2024 and it is hoped as a result other landowners will follow. The Clerk to monitor.

IN

Matters arising from previous Parish Council meetings – for discussion.

Willow Drive southern hedge

The Clerk had written to SNC on 23/11/22, 07/07/23 and 30/11/23 re the lack of southern boundary trees and hedges and those to be planted on the green area at the Bungay Rd end of Willow Lane. Andy Baines in enforcement officer from SNC responded as follows:

The "complainant acknowledged and on 24/11/23, the developer was asked to carry out planting and advise on intention to address the southern boundary."

Mr Hook proposed, Mr Turner seconded, and it was unanimously agreed that given the lack of progress the Clerk should write a strong letter to SNC to highlight resident's complaints about the visual impact of the houses which would otherwise be shielded by the planting and point out again that the planting of trees and hedging along the southern boundary of the site was part of the application that received planning permission and it is essential that the developers fulfilled this requirement.

IN

Footpath 8 hedge

Mr Delf had spoken to Mr R Allen re cutting the hedge on church field off Busseys Loke and this had now been done.

Football pitch cutting

The Clerk had contacted the contractor to discuss the issues raised by Mr Shurmer and kept Mr Shurmer updated.

Mr Workman proposed, Mr Hook seconded, and it was unanimously agreed that the Clerk should also write to the contractor to cut south/north and east/west on alternate visits so as to minimise grass waste clumping and wheel tram lines on the pitch.

IN

Support for The Hempnall Trust

This matter was carried forward awaiting the presentation of a business case for support.

PB

Slow Ways national walking network

In the absence of Mr Bates this matter was carried forward.

PB

Clearing farm ditches – Old Markert Way

Mr Hook gave thanks to Messrs Elliott and Delf for dealing with this matter and to Mr Allen for clearing the ditches. A call of appreciation had been received from the parishioner who raised the matter.

Raising the riverbank

The Clerk had investigated if the riverbank near the telephone box could be raised. A Flood Risk Activity Permit (FRAP) would be required, and he was in the process of taking this forward with the Environment Agency.

IN

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Flood risk maps

The Clerk to chase NCC regarding the inaccurate data on the Environment Agency maps. IN

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
Parish Council briefing event 13/12/2023: Village Clusters Housing Allocations Plan - Alternative Sites & Focused Changes consultation
PMB804 - Hempnall, Mill Road - Footway maintenance
Bridge finished
Norwich Western Link Project Update
Long Stratton By-pass funding response
Norwich Western Link Project Update#2
Hornsea Three Newsletter - November 2023
Parish Council briefing event 13/12/2023: VCHAP - Alternative Sites & Focused Changes consultation
New Nationally Significant Infrastructure Projects (NSIP) Information Pages at SNC
Norwich to Tilbury Project Update: December 2023
CPRE - Help us reduce Norfolk's light pollution

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 &/or Facebook

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.

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Various police crime summaries
Various planning applications
Relevant notices/agenda and minutes
Various SNC Planning Monthly Enforcement Reports
Parish Council briefing event 13/12/2023: Village Clusters Housing Allocations Plan - Alternative Sites & Focused Changes consultation (Hempnall not affected)
PMB804 - Hempnall, Mill Road - Footway maintenance
Bridge finished
Norwich Western Link Project Update
Long Stratton By-pass funding response
Norwich Western Link Project Update#2
Hornsea Three Newsletter - November 2023
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Correspondence from Parishioners

Road Calming/signage for The Krons & Fairstead Lane

In the absence of Mr Bates this matter was carried forward but would most likely be addressed as part of the proposed site meeting with NCC.

PB/IN

Completion of footpath works for the 20/30 MPH sign on The Street

In the absence of Mr Bates this matter was carried forward.

PB

Lack of notification of footpath/road works for Gigaclear

Mr Bates was concerned that we had not been notified in advance of the disruption caused by these roadworks. County Councillor Thomas explained that NCC will notify the parish council of road closures but if the road is not closed, the work would fall under permitted roadworks for which notification is not required.

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 15 November 2023 to 16 January 2024. The statement was not materially out of line with the annual budget. Mr Elliott 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 31 December 2023. Mr Delf proposed, Mr Elliott seconded, and it was unanimously agreed that the statement be approved.

Potentially purchasing land for a re-wilding project

Mrs Cobb had a wealth of experience and contacts in connection with environment strategy support for communities, helping them apply for grants for tree planting. She had good relationships with organisations such as Norfolk Wildlife Trust. She offered her help to show how the parish council could make woodlands conservation friendly and encourage connectivity with other wildlife areas. She would be willing to be part of a sub-committee to take re-wilding projects forward.

Mr Hook proposed, Mr Workman seconded, and it was unanimously agreed that the Clerk should write to local landowners to ask if they would be willing to offer land or consider selling land to the parish council for a re-wilding scheme. Alternatively, the Clerk to ask if they were willing to work in partnership with the parish council to initiate a rewilding project and obtain subsidies for this kind of project.

IN

Resumption of rubbish tipping in the meadow on Field Lane

It was noted that rubbish was again being dumped in the north /west corner of this meadow (GR 239939). Mr Hook proposed, Mr Delf seconded, and it was unanimously agreed that the Clerk should report this to the Environment Agency

IN

Horses using Lower Lane

In the absence of Mrs Cann this matter was carried forward.

JC

Village Hall bin removed

In the absence of Mrs Cann this matter was carried forward.

JC

Items for next main meeting

- Parish Meeting

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Items for next newsletter

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

- Flood prevention update
- Traffic management matters we have asked NCC to consider
- Footpath cutting
- Housing needs survey

IN

Date of next meeting

The next Parish Council planning meeting will take place on 20 February 2024 at 7.00pm in the Mill Centre and the next main meeting on 19 March 2024 at the Mill Centre at 7:45pm following the Parish Meeting which starts at 7.00pm.

IN

There being no further business, the meeting was closed at 20:40

Signed _____ Date 20/02/2024

DRAFT

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FINANCIAL STATEMENT

Transactions to 11/01/2024

Current Account

(Payments)/Receipts since last meeting:		£
22/11/2023	D Cracknell - gratuity	(860.00)
24/11/2023	Tr BPA to c/a	1,000.00
30/11/2023	Ian Nelson Salary	(434.46)
30/11/2023	Ian Nelson use of home as office	(30.00)
24/11/2023	Go Inks - Ink Cartridges	(23.13)
24/11/2023	RBL - Poppy Wreath	(21.99)
24/11/2023	Marks & Spencer gift vouchers	(200.00)
30/11/2023	Ian Nelson broadband	(4.00)
01/12/2023	VFM - payroll and accounting	(38.20)
05/12/2023	NSIB Interest	29.51
16/12/2023	Amitola Ltd - Bridge rails	(480.00)
19/12/2023	NPower - streetlight power	(36.73)
20/12/2023	Tr BPA to c/a	1,000.00
26/12/2023	Tr BPA to c/a	1,000.00
27/12/2023	Top Garden Services - grass cutting	(228.00)
31/12/2023	Ian Nelson Salary	(434.46)
31/12/2023	Ian Nelson use of home as office	(30.00)
31/12/2023	Ian Nelson broadband	(4.00)
01/01/2024	VFM - payroll and accounting	(42.56)
15/01/2024	NPower - streetlight power	(37.58)
05/01/2024	NSIB Interest	30.49
		<u>154.89</u>
Closing Balance		<u>1,886.18</u>

Business Premium Account

(Payments)/Receipts since last meeting:		£
24/11/2023	Tr BPA to c/a	(1,000.00)
04/12/2023	BPA Interest	278.52
20/12/2023	Tr BPA to c/a	(1,000.00)
26/12/2023	Tr BPA to c/a	(1,000.00)
		<u>(2,721.48)</u>
Closing Balance		<u>89,300.52</u>