

Minutes of Chedgrave Parish Council Meeting held Thursday 3 May 2018

Present: Chairman J Bircham, Cllrs, J Lurkins, C Frosdick, E Guymer, F Husband
NB. Chairman altered the running order of agenda items to accommodate visitors.
 Items are given in the order they occurred but with their original agenda position given in brackets () below.

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| 1. | Apologies –Colin Gould (Saffron/CAP) however, attended the meeting later. |
| 2. | Minutes of meeting held on 4 April 2018 approved and signed. Proposed CF, seconded JL |
| 3. | Matters arising - No matters arising. |
| 4. | Declarations of interest – JB item 14 |
| 5 (8). | To discuss co-opting two new parish councillors to fill the current vacancies: 2 Two Members of the Public present stood for office: JB proposed David Johnson, unanimously agreed JB proposed William Maxted, unanimously agreed In addition, Richard Wood and Colin Gould who had missed the Annual Meeting of the Parish Council also stood: JB proposed Richard Wood, unanimously agreed JB proposed Colin Gould, unanimously agreed All councillors signed their Declaration of Office forms. |
| 6 (5). | To adjourn the meeting to allow public participation. There were 10 members of the public (MOP) present. - MOP1 expressed concern at the possible development near Snows Lane stating the view that larger packages of houses should be developed nearer to Norwich on the basis of increased pressure on the A146 junction and likely issues surrounding drainage and surface water run-off associated with new developments. Cllr Bircham responded on the basis of the Greater Norwich Development Plan consultation response. Cllr Maxted expressed sympathy with the MOP on this subject. - MOP2 expressed the desire for infrastructure improvements to be in place prior to development approval. Cllr Bircham expressed that CPC understands the views of the public and will take them on board. - MOP3 advised that the permissive footpath along the back of the boatyards is temporarily closed due to two fallen trees. |
| 7 (9). | To receive an update on the proposed skate park in Loddon from representatives of Loddon Parish Council Howard Keeler (Finance & Projects Officer at LPC) and two LPC councillors attended. HK distributed plans of the proposed skate park intended as a “family facility”. Planning permission was submitted to SNC this week and LPC and the developer Freestyle consulted 12 pupils from Hobart High School in a very productive meeting. Pending planning, work will start in July for approx. 12 weeks, opening at the end of summer. The footprint of the plan extends beyond the existing skatepark but does not encroach on the football pitch. LPC are trying to encourage more people of differing ages to use the facilities. In addition to the skate park there will also be a “parcourt” (or free running) facility which is very popular, especially with girls. The Hobart pupils were keen on the idea of an outdoor gym but not keen on the plan for “monkey bar” style equipment. It has also been suggested that basketball facilities be developed. The entrance from Kittens Lane is to be broadened, materials for the skatepark will be a mixture of concrete and granite and more seating added to appeal to families. Cllr Bircham expressed the view that LPC had not consulted with CPC prior to submitting planning permission despite the fact that CPC jointly own the land. HK apologised for this. Cllr Lurkins queried why the skate park would not be a ‘bowl’. |

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| | <p>HK replied that bowls are costlier and less used than the planned format. Cllr Johnson queried usage hours and the control of use by gangs. HK advised that usage access will be as per today and expressed the hope that consulting users at an early stage will invest them in the scheme and make it self-policing. Cllr Maxted queried liability and Cllr Bircham said that this would be the responsibility of LPC. HK advised that annual inspections are carried out by ROSPA with fortnightly check also carried out by LPC councillors. Cllr Bircham queried cost. HK advised this was being funded out of S106 and LPC capital funds with an overall budget of just under £200k. Approx. £70-80k is coming from the Taylor Wimpey S106 fund, £53k from the sale of the old Town Hall with the rest coming from LPC capital fund. LPC is not depending on grant funding but will seek funding for the refurbishment of the play area for younger children. HK advised that he had initially spoken to 8 providers, more seriously to 3 before settling on Freestyle which was the most impressive and will use local contractors where possible to do the work. Cllr Husband queried why planning permission had been sought when the equipment is not yet finalised and HK replied that planning permission was needed due to a larger footprint and change in surface, not for the equipment itself. Hobart High School is creating a user group of 12 pupils who will work with Freestyle on an ongoing basis and also help with tree planting and participating in works. Cllr Maxted queried consulting with younger children but HK advised that under 8's tended to use the play area. Cllr Bircham queried children 8-11 not really having access due to feeling intimidated by older children. This was acknowledged by LPC. Cllr Bircham commented that this would be discussed at the June meeting of CPC. Clerk to add to June agenda. There were final comments from HK re the ongoing maintenance costs of the existing skate park which is approximately 20 yrs old, very dated and in need of frequent repairs. Cllr Guymer queried whether this would be part of a wider public consultation and HK confirmed it would. Cllr Bircham commented that some members of the public are likely to object but HK replied that the funds have to be spent on a capital project rather than e.g. running costs of Church Plain WCs. Cllr Bircham thanked LPC for their contribution.</p> |
| 8 (6). | <p>Reports: Councillors' reports: CCllr Stone – Had pre-circulated his annual report. Cllr from LPC commented that he had attended the Police open meeting at Hobart High School on 2nd May stating that it was poorly attended and needed better advertising. Cllr Johnson commented that there was a similar situation with the Greater Norwich Development Plan consultation. Cllr R Wood – having congratulated Chair on the impact of the recent bulb planting last month, commented that the foliage had been mown by Norse therefore the bulbs were unlikely to flower next year.</p> |
| 9(7). | <p>Clerk's Report – matters arising:</p> <ul style="list-style-type: none"> - Highways Rangers – JB to send Clerk a list of jobs to forward to Highways Rangers - Pits Play Equipment – It was agreed to proceed with repairs by KJ Williams, proposed JB, 2nd JL. Clerk to progress. - Lychgate Dedication Event – Clerk to chase for responses re meeting with PCC and RBL. - Parish Plan Map – Clerk to seek official footpath map from NCC and send to Parish Plan team. - Planning Application 2018/0705: Applicant: Mrs J Strickland, Location: 23 Snows Hill Chedgrave Norfolk NR14 6HY, Proposal: Removal of porch and replace with single storey front extension. Comments required by 21 May 2018. |

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| | Clerk to confirm no comments. |
| 10. | To discuss the possibility of Chedgrave Parish Council taking on management responsibility for the Brian Clarke Rooms. Cllr Lurkins gave an update on the productive meeting with Saffron on 17 th April and suggested there was no reason why this should not be taken forward. He commented that the storage facilities would save CPC money. In terms of management, CPC would be responsible for all day to day running costs with Saffron responsible for all maintenance costs associated with the building itself. There was a general discussion around issues such as room charges, usage rights, maintenance costs etc. Cllr Johnson queried the advantages of CPC taking this on and Cllr Bircham advised this would provide a community facility but that she foresaw certain issues in particular management. Clerk commented that after the initial set-up, she does not wish to take responsibility for room bookings etc. but there may be local individuals willing to carry out these tasks. There was general agreement that a caretaker role would be needed. Clerk and JB to contact individuals re possible caretaker/management role. There were general comments about the lack of facilities such as this for meetings, clubs, day centres etc. It was proposed that CPC respond to Saffron to say in principle CPC would like to take this further. Prop: JL, 2 nd JB. Clerk to contact Saffron accordingly. |
| 11. | To approve the Council's financial standing orders for the purpose of the audit - A change was made to point 1 re bank transfers to remove reference to this. - All councillors present signed. |
| 12. | To discuss the findings of the allotments inspection and subsequent action needed Cllr Bircham proposed that we agree to the costs for the gate repairs with work being carried out by HRAA. She will purchase woodstain for the sheds. Pallets are to be offered to anyone who wants them, if not wanted, Cllr Bircham will arrange removal. Other waste remaining from Community Payback work to be removed to the undergrowth area of the allotment to rot down. It was noted that a couple of plots could do with attention but that in general the allotments and orchard are in generally good order. |
| 13. | To discuss quotes for tree inspection work: Clerk had received three quotes from Norse, AT Coombes and Eastern Tree Care. The trees covered are: Jubilee Oak, Grebe Drive Play area and The Pits. JB recommended that CPC proceed in the absence of a tree warden. Cllr Wood proposed AT Coombes, 2 nd Cllr Lurkins. Clerk to progress. |
| 14. | To discuss the Lych Gate Memorial dedication: Cllr Bircham gave a brief update on progress to works: foundations are in, supervised by an archaeologist (nothing found). The foundations have been filled and gravelled pending further work. JB is awaiting further samples from the stonemason. She commented on the need to create a time capsule e.g. containing parish plans, items from local children etc. Cllr Guymer to progress. Cllr Gould advised that no other progress had been made regarding the event. Other actions: Clerk to make WREN grant claim and chase PCC and RBL re meeting dates. |
| 15. | To consider planning applications – none received. |
| 16. | Planning Decisions 2018/0507, Mr & Mrs P Rix, 5 Turkeys Home Norwich Road Chedgrave NR14 6BQ, Proposal: Single storey rear extension – approval with conditions. 2018/0505, Mr T Goodison Gates, 3 Vale Cottages Pits Lane Chedgrave Norfolk NR14 6NQ Proposal: Demolition of existing conservatory and construction of new glazed porch and new shed. Retrospective permission for changes made to North |

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| | elevation. - approval with conditions. | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20. | <p>To approve payments as detailed below</p> <table border="1"> <tr> <td>Clerk Salary (inc. phone and expenses)</td> <td>£340.94</td> </tr> <tr> <td>Donations:-</td> <td></td> </tr> <tr> <td>NARS £50</td> <td>£50</td> </tr> <tr> <td>Eastern Rivers Community Gym £50</td> <td>£50</td> </tr> <tr> <td>Chet Carnival & Community Group £50</td> <td>£50</td> </tr> <tr> <td>Chedgrave MS Therapy Centre £50</td> <td>£50</td> </tr> <tr> <td>Loddon First Responders £50</td> <td>£50</td> </tr> <tr> <td>Nick Hindle Stonemasons (deposit for lychgate stone)</td> <td>£2955.00</td> </tr> <tr> <td>Mark Goldsworth (lychgate timber 2nd stage payment)</td> <td>£1500.00</td> </tr> <tr> <td>Builders Equipment (safety clothing for litter pickers)</td> <td>£32.86</td> </tr> <tr> <td>NALC (subscription + website fee)</td> <td>£245.51</td> </tr> <tr> <td>Loddon Garden & DIY (grass cutting)</td> <td>£480</td> </tr> <tr> <td>Total</td> <td>£5804.31</td> </tr> </table> <p>Receipts: Precept £11,085.39 Grazing £80.00 Total: £11,165.39 Proposed: JL, Seconded RW.</p> | Clerk Salary (inc. phone and expenses) | £340.94 | Donations:- | | NARS £50 | £50 | Eastern Rivers Community Gym £50 | £50 | Chet Carnival & Community Group £50 | £50 | Chedgrave MS Therapy Centre £50 | £50 | Loddon First Responders £50 | £50 | Nick Hindle Stonemasons (deposit for lychgate stone) | £2955.00 | Mark Goldsworth (lychgate timber 2 nd stage payment) | £1500.00 | Builders Equipment (safety clothing for litter pickers) | £32.86 | NALC (subscription + website fee) | £245.51 | Loddon Garden & DIY (grass cutting) | £480 | Total | £5804.31 |
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| Total | £5804.31 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21. | To receive items for next agenda – Training Courses, Vale Cottages, Emergency Committee, Annual Accounts (internal audit + approval and sign off), Loddon Skate Park, Dedication Event, Grebe Drive Play Area, Brian Clarke Room. | | | | | | | | | | | | | | | | | | | | | | | | | | |

There being no further business, the meeting closed at 9.40pm.

Signed:

Dated: