

Minutes of Chedgrave Parish Council Meeting held Thursday 4 October 2018

Present: Chairman J Bircham, Cllrs, J Lurkins, B Maxted, D Johnson, F Husband, R Wood, C Frosdick, E Guymer

1.	Apologies – Cllr C Gould, CCllr B Stone, DCllr J Larner
2.	Minutes of meeting held on 6 September 2018 approved and signed: Proposed RW, 2 nd BM
3.	Matters arising - No matters arising.
4.	Declarations of interest – RW: item 6, EG: 13, DJ: 21, FH:21, JB: 6,15,16,23
5.	<p>To adjourn the meeting to allow public participation.</p> <p>There were 12 members of the public (MOP) present.</p> <p>MOP1 – On behalf of Loddon & District RBL thanked CPC for the lychgate and dedication ceremony. There has been some very positive feedback from other Norfolk associations. CPC was presented with a “scroll” to the fallen and also a disc of photographs. JL expressed sincere thanks to the RBL on behalf of CPC.</p> <p>MOP2 – Concerned about Pits Lane development and asked why CPC supported this application but did not comment Norwich Rd development. JB responded that CPC tries to take a balanced view and outlined the background including the general shortage of building land in South Norfolk as well as the views expressed in the Parish Plan. BM commented that the position taken by CPC was in relation to outline planning permission and that CPC felt that there were no grounds to object.</p> <p>MOP3 – Representative from Pit Lane developers – advised they were attending to answer any questions CPC may have. JL queried why the entrance to the whole site is not on Hardley Rd. MOP3 explained that the height of the site was such that the amount of land needed to accommodate a slope of c. 4.5m would take up so much of the site as to make it unviable. FH and DJ commented further on this question. MOP3 advised that the current proposal has been discussed with NCC Highways and has their informal agreement.</p> <p>MOP2 – Commented that this essentially amounted to a matter of cost and felt that a site visit from NCC Highways is not sufficient to appreciate the traffic situation.</p>
6.	<p>To receive an update from Saffron Housing regarding the Grebe Drive affordable housing scheme.</p> <p>Sam Watts from Saffron attended to give an update: advised that legal matters have now been resolved and Saffron is now in a position to proceed to pre-planning application. Re-iterated that the access is via Proctor Rd, NOT Grebe Drive as per previous proposals. The current plan was circulated and two points raised:</p> <ol style="list-style-type: none"> 1. Planning - Saffron will be raising a pre-planning application with SNC re the general principles of the site and welcome any comments from CPC. Indicated that the pair of detached bungalows may become semi-detached. RW queried the boundary and permissive footpath which crossed the access point as did DJ. SW explained that this part of the footpath would become adopted highway and would be clearly marked/visible to walkers. Saffron to alter plan to make this clear. JL commented that he was pleased to see 2 car parking spaces per house. 2. Housing mix – SW advised that the housing mix had been defined by a previous housing needs survey and all properties were to be rented. However, this is likely to change, allowing subsidised purchase for local people possibly via shared ownership. SW queried whether CPC would be happy for Saffron to carry out another needs survey with a view to confirming the balance of rented and shared ownership. JB confirmed this was acceptable. SW to send draft survey to Clerk for circulation. <p>BM queried the provision for disabled/elderly access and SW explained that plot 12 will fulfil this.</p> <p>Timescales: SW advised that by December he would have a better view of planning</p>

	feedback from SNC as well as the results of the housing needs survey.
7.	<p>To receive and update from the Broads Authority Edgar Hoddy attended from BA. EH outlined a proposal already made to LPC to extend the mooring return time from 24h to 72h. JB queried who would police this and EH advised it would be him but that the increase in the return time would make this easier and would hopefully result in a reduction in over-staying at moorings this winter. CPC supported the proposal.</p> <p>Wherryman’s Way: BA has dredged the length of the flood and raised the bank. Next step is to dredge from the new weir to Pyes Mill. No date for this yet. EH explained that the banks need profiling to make them safe and at that point, the bridge could be reinstated. BM queried whether NCC would be at the “BA Engage” meeting and EH advised they should be as it is NCC responsibility to maintain the path. DJ queried the relevance of the hydrological survey and EH advised this is not really relevant to the footpath situation. Clerk to write to Barry Stone/Russell Wilson of NCC advising that CPC understands the banks are now ready for the bridges to be repaired and could we have a response as to specific plans for reinstatement of the path/bridges. DJ queried the visibility of the sign at the junction of Chet/Yare, EH to chase up. BM queried the yellow posts; EH had no update. Clerk to provide Chedgrave Common key to EH.</p>
8.	<p>To receive an update regarding setting up a “No Cold Calling Zone” MOP explained the background to the scheme and outlined how to set up a “No Cold Calling Zone”: a brief survey of householders is carried out and if at least 75% agree, an application can be made to NCC to set up a zone and NCC will place signs as needed. Each household is sent a pack including an information leaflet and door sticker to display if they wish. JB to add a short item to Chet News explaining the scheme with a view to other roads taking it up.</p>
9.	<p>Reports: Councillors’ reports: CCllr report previously circulated. JL: Advised that he has met the solicitor to provide a statement of truth re Land Registry. DJ: Queried whether there are any plans to improve the look WHP. JB advised yes but no funding is in place. JB to forward plans to DJ. RW: Commented that the salt bin at the bottom of Proctor Rd has been vandalised again but that he has fixed it. BM: Has not produced a report of the BA hearings as he understands there may be comments from the Inspector. Will attend the “BA Engage” meeting on 6th Nov. JB reiterated the need to have the Wherryman’s Way footpath and bridges reinstated. JB: Clerk to put a copy of the Parish Plan in Loddon library.</p>
10.	<p>To discuss any items arising from the Clerk’s report and receive updates No matters arising.</p>
11.	<p>To discuss and agree proposals for joint CPC/NCC Highways improvements FH queried whether NCC Highways had any alternative suggestions to “SLOW” markings. FH to follow up with NCC Highways. Clerk to defer discussion to November agenda.</p>
12.	<p>To discuss SNC footway lighting proposal and agree next steps It was agreed that cllrs should read the draft Heads of Terms and send any feedback to Clerk for collation by 11th October. Clerk to query contract with NALC, re-circulate and update SNC accordingly.</p>
13.	<p>To discuss the progress of the Grebe Drive Play Area project EH confirmed that letters advising of consultation on 9th October have been circulated to local residents. DJ would like a short briefing at the start of the event. Clerk raised matter of Grebe Drive closure. Clerk to obtain quotes for repairs needed to reinstate</p>

	the play area and add to November agenda.
14.	To discuss the progress of the Parish Council taking management responsibility for the Brian Clarke Rooms DJ advised that the next meeting with Saffron will take place on 16 th October to cover the draft management agreement, running matters and health and safety policy.
15.	To discuss progress with registering The Pits, The Common and White Horse Plain with the Land Registry On-going. Statements of Truth are underway. JB and Clerk to search for documents relating to historical stewardship.
16.	To discuss the lychgate war memorial and any follow up matters Funding claim on-going. Clerk to write thank you letter re PA system and follow up with donor re lighting. JL expressed that the dedication ceremony was his proudest moment as Councillor.
17.	To agree which contractor to use to replace the WHP bus shelter glass It was agreed to use Wensum Glass on grounds of cost. Clerk to follow up accordingly.
18.	To appoint a co-tree warden Mr Almond was appointed. Prop: JB, 2 nd : EG. BM raised the matter of a tree nursery but was advised there is no land currently. Clerk to follow up on the status of SNTWN/insurance situation.
19.	To consider joining LCPAS JB outlined the background to LCPAS. All agreed to join. Prop: JB, 2 nd RW. Clerk to follow up accordingly.
20.	To discuss Christmas lights There was some discussion re LDBA's plans for lights. Chedgrave will have lights above the shops, Jubilee Oak and Beauchamp House. A pipe is to be sunk in the ground next to the lychgate to accommodate a tree if CPC agrees to purchase tree. CF to organise Jubilee Oak lights, Clerk to follow up re Beauchamp House and shops lights. Clerk to add the purchase of Christmas Tree to November agenda. Agreed the lights would be switched on 7 th Dec and off 6 th Jan.
21.	To consider planning applications 2018/2044 – B – Approved 2018/1953 – for info only 2018/2042 – for info only 2018/1553 – there was some discussion relating to the revised plans and CPC unanimously agreed to continue with the previous response but add “affordable homes would be desirable” Clerk to respond accordingly.
22.	Planning decisions JB outlined decisions made during the month prior.

23. **To approve payments as detailed below:**
Clerk outlined changes to payments shown in bold below.

Community Account	
Clerk Salary (inc. phone, postage, mileage & sundries)	£362.64
Clerk CiLCA Portfolio Fee	£250.00
Roberts & Son (parish plan design & print)	£1,620.00
Loddon Garden & DIY (grass cutting)	£360.00
Norwich Norse (tree work)	£784.80
Brian Clark Room Hire	£50.62
Church Room Hire	£7.50
Zurich Insurance	£909.17
JM Bircham (Grebe Drive consultation sundries)	£6.06
PKF Littlejohn LLP (external audit)	£240.00
Sub Total	£4,590.79
Lychgate Account	
Mark Goldsworthy (gates, lettering & blacksmith)	£1,162.56
Mark Goldsworthy (balance for timber frame)	5315
G&J Bircham Ltd (lychgate paving)	£748.80
G&J Bircham Ltd (electrical duct installation)	£1,048.80
G&J Bircham Ltd (lychgate materials)	£1,132.60
G&J Bircham Ltd (lychgate roof works)	£496.80
G&J Bircham Ltd (supply knapped flint blocks)	£930.48
G&J Bircham Ltd (corner stone labour)	£811.20
JM Bircham (SNC planning)	£58.00
Nick Hindle Stonemasons (stonework, plaques, lettering & delivery)	£2,957.40
Future Brickworks Ltd (lychgate construction)	£3,250.80
LATE ADDITION: G Beckett (lychgate electrics)	£1,045.92
Sub Total	£18,958.36
Total	£23,549.15

Receipts:

Grazing £80.00
RoSPA Play Safety Ltd Refund £180.60
SNC Precept £10,751.39

Total: £11,011.99

Proposed BM, 2nd JL.

24. **To receive items for the next meeting**
Winter Ready meeting, bin store in Pits, Christmas tree, highways projects, financial plan and draft budget, allotment fees 2019, BC room.

There being no further business, the meeting closed at 9.45pm

Signed:

Dated: