

Minutes of Chedgrave Parish Council Meeting held Thursday 5 March 2020

Present: Cllrs C Gould (Chair), J Lurkins, J Bircham, J Sinfield, D Johnson, B Demain, G Lyster, F Husband.

Also Present: H Goldson (Clerk), CCllr B Stone and DCllr K Mason-Billig, 3 MOPs present.

1.	Declarations of interest and requests for dispensations by councillors: JB -10, DJ – LDBA, FH – LDBA.
2.	To consider apologies and reasons for absence: Cllr E Guymer (personal reasons).
3.	To approve the minutes of the last council meeting: Approved. Proposed DJ, 2 nd BD. All in favour.
4.	To discuss matters arising from those minutes: No matters arising.
5.	To note the resignation of Cllr E Guymer as Vice Chairman and elect a new Vice Chairman: Cllr Guymer’s resignation as Vice Chairman was noted. JB volunteered to stand as Vice Chairman until May. 2 nd JL. All in agreement.
6.	To adjourn the meeting to allow public participation: There were 3 MOPs present. MOP1: Referred to the GNLP roadshow and lack of awareness of the event and suggested that CPC adopt an email database to communicate with residents. Chair advised that this would be progressed. MOP2 suggested that SNC could have notified residents subscribing to their planning update service. MOP2 & 3 attending for later agenda items.
7.	To receive reports from: District and County Cllrs, Police and Parish Cllrs: DCllr J Rowe (JR) – Chair read out a report pre-submitted by JR. CCllr B Stone responded to comments re Loddon/Ditchingham Rd. CCllr B Stone (BS) – <u>Bus Route</u> - updated on the bus route matter which will result in additional double-yellow lines on High Bungay Rd and stated that the bus routes will remain unchanged. GL queried who would be responsible for enforcing the double-yellow lines and BS advised that the appropriate agency would be informed if this becomes a problem. <u>Boundary Review</u> - commented that the boundary review is on-going but there will be no changes to Chedgrave. <u>George Lane Roundabout</u> - advised that various meetings had been held between stakeholders on the matter which seems to be progressing smoothly. The planned start date is June 2020 with completion by December 2020. JB raised the point of timings given certain required notice periods but BS reassured that the timings are reasonably firm. DJ queried whether the roundabout planting could incorporate the B-Line. BS advised that this is a possibility. <u>Wherryman’s Way</u> : BS has met with Russell Wilson of NCC and advised that NCC have set the terms of the forthcoming meeting as follows: Russell Wilson will deliver a presentation regarding plans for the Wherryman’s Way at a meeting to be held at Langley w Hardley Village Hall, and clerked by the Langley w Hardley parish clerk. Attendees will be NCC, BA, Environment Agency and the Chairs of Langley w Hardley, Chedgrave and Loddon PCs. Suggested meeting dates will be forthcoming from NCC. BS advised that the plan is for the Wherryman’s Way will be re-instated as far as the bird hide and the bridge re-instated but the path will not be re-opened beyond the bird hide on practical and financial grounds although the Wherryman’s Way will stay on the definitive map. DCllr K Mason-Billig (KMB) – Referred to the GNLP roadshow, commented on sites and call for sites and the fact that it is still in the draft phase. Gave further comment on George Lane Roundabout. Raised the possibility of a Neighbourhood Plan and a general discussion followed with the possibility of a joint neighbourhood plan with Loddon PC. Cllr B Demain (BD) – reported a change to the SAM2 position and that new clips for the sign have been received. Commented that the ivy around the Langley Rd sign is still there although cut back. On Hardley Rd, the hedge needs further trimming. Attended allotments training. Cllr G Lyster (GL) – commented that over-staying at the moorings has recommenced and he will report to BA. Cllr F Husband (FH) – reported that a local group is interested in applying for a grant and she will forward the policy/application document. Noted that the bridge over the dyke on Pits Lane needs repairing and this has been reported to NCC Highways. Cllr C Gould (CG) – has liaised with Clerk to LPC over finances of L&CPF Cttee and new financial reports have been prepared and will be circulated. Noted that the Clerk’s appraisal had been carried out.

Cllr J Lurkins (JL) – noted that former clerk Jackie Smith had passed away. The funeral will be held on 25th March, JL attending. It was agreed to send a card to the family and to make a £25.00 donation to the Chedgrave MS Therapy Centre in her memory. Proposed JL, 2nd JB. **Clerk to progress.** JL made further comment on his wishes and would like to see a new public open space for the village which he proposes to purchase and gift to the parish. He is investigating plans with a local landowner. This was acknowledged as a lovely gesture.

FINANCIAL MATTERS

8. **To agree quote to trim hedge around Hardley Rd. SAM2 sign location:** Andrew Carver had kindly trimmed the area around the lamp-post free of charge but BD advised that the stretch of hedge between the Pits Lane junction and the lamp-post needed trimming for visibility purposes. **Clerk to obtain quote and if less than £200 go ahead.**

9. **To agree whether to renew the web domain chedgraveparishcouncil.co.uk and associated cost:** Clerk recommended not renewing. JB proposed not to renew, 2nd BD, all in agreement. **Clerk to advise the webmaster.**

10. **To agree to remove the leylandii hedge behind 1 Church Close and associated costs:** JB commented that the key issue with the hedge is the other vegetation e.g. brambles. **Clerk to raise NCC Highways ticket to an under-cut to cut back undergrowth along the boundary.** Failing that, Community Payback may be able to do the work.

11. **To approve payments as detailed below:**

Community Account		
Clerk Salary & Expenses		£501.06
NALC (Training Course - Cllr D Johnson)		£72.00
Ladywell Accountancy Services (Payroll)		£96.00
Spire Solicitors (Common Land Registry work)		£1,251.60
Community Account Total		£1,920.66
Brian Clarke Room Account		
Bookings Officer Salary & Exp		£175.04
Brian Clarke Room Account Total		£175.04
Footway Lighting Current Account		
Cozens (UK) Ltd (Jan maintenance)		£42.00
Footway Lighting Current Account Total		£42.00
Total		£2,137.70
Receipts - 3 Jan to 29 Jan 2020		
Community Account		
Grazing Rent		£80.00
C&CPF Cttee - Clerk Time		£26.98
Allotment Rent		£174.23
Brian Clark Room Account		
Room Rental		£888.75
Total		£1,169.96

JB Proposed, 2nd FH. All in favour.

PLANNING MATTERS

12. **To consider planning applications:**
2020/0170 – Approved, no comments. **Clerk to respond to SNC accordingly.**

13. **Planning decisions:**
2019/2405 – Approval with conditions.
2020/0117 - Approval with conditions.

14. **To consider the formation of a “Planning Sub-Group” and consider its structure and powers:**
Clerk had pre-circulated a possible approach. There was general agreement to setting up the group

	<p>principally to cover planning applications raised during the August recess or other times when an extension is not available in order that any planning matters are considered by councillors in an appropriate forum. It was agreed to implement the following Standard Order to cover this situation. The “Sub Group” mentioned below is, in effect a committee in that the site meeting is properly organised, it is quorate and has powers to make a decision although the Clerk is not necessarily present at the site meeting (meaning that it is not technically a committee). The three primary members will be DJ, JB and JL with others invited to attend. The new Standing Order is set out below:</p> <p><i>“[Clerk to] refer a planning application received by the Council to the Chairman or in his absence the Vice-Chairman of the Council within two working days of receipt. The Chair will convene a subgroup of three Councillors who do not have a prejudicial interest in the matter (that is, are not neighbours or relatives of the applicant) to facilitate an extraordinary meeting if the nature of a planning application requires consideration before the next ordinary meeting of the Council. The subgroup will arrange to meet on site. The time of the site meeting will be publicised on the Parish notice board at least 4 days prior to the meeting. Neighbours to the applicant will be consulted and anyone may attend the site meeting to make a representation. Anyone who wishes to see the application may either contact the Local Planning Authority or inspect it by arrangement with the Clerk. The subgroup will direct the Clerk who will respond appropriately to the Local Planning Authority. All actions will be noted formally at the next regular Council meeting;”</i></p> <p>Clerk to insert new Standing Order for approval at April meeting.</p>
15.	To consider the GNLPA consultation: DJ had pre-circulated a briefing paper and there was a general discussion. No formal response is needed at this time but Chair reminded Cllrs that the public consultation closes on 16 th March 2020.
16.	To receive an update from HRAA/A Milner regarding proposed additional works: A Milner outlined 3 proposed improvements to the allotment site and there was a general discussion. Some minor changes are needed to the plan. Clerk to submit plans to landlord for permission and proceed from there.
17.	To consider an update from B-Line project/A Milner and agree the council’s involvement: A Milner gave an update. Cllrs agreed to a “pollinator square” outside the Brian Clarke Room. DJ raised the matter of planting Woodland Trust funded shrubs along the fenced area of The Common. JB suggested that Community Payback may help with planting. DJ to progress this with the Woodland Trust. A Milner outlined the wish to leave a 2m strip of uncut grass around the edge of the allotment. Clerk to request that A Carver leaves a 2m strip on 2 sides of the allotment (C+D on the plan). A Milner offered to hand pull any resulting ragwort.
18.	Clerk’s Report: <ol style="list-style-type: none"> 1. Possible VE Day event to be discussed at next Grebe Drive working group. 2. Clerk noted slight increase in garage rental from £53pm. To £53.39pm. 3. Clerk to respond to tree related queries as per previous meeting.
19.	To receive an update on the Grebe Drive Play Area project and consider and agree changes to the project and associated expenditure: FH referred to a report pre-circulated by E Guymer. The next Working Group will take place on 23 rd March, White Horse, 7.30pm. Action Play are producing a firm quote for approval in April. JB progressing matters relating to soil, HERAS fencing, Community Payback and lottery funding.
20.	To review the Standing Orders: JB proposed to approve, 2 nd FH. All in agreement.
21.	To review the Risk Management Plan: CG proposed to approve, 2 nd JB.
22.	To review the Parish Asset Register and agree associated maintenance matters: CG proposed to adopt the updated version. 2 nd JL. Clerk to progress matters accordingly.
23.	To agree to hold the Easter Egg Hunt and associated costs and actions: JL agreed to obtain the eggs at a budget of £220.00. FH volunteered to run the event with support from DJ on catering. JB to produce a flyer and risk assessment. Date: 13 th April, 10am.
24.	To consider adopting more regular play area safety checks: Clerk had pre-circulated a plan. BD proposed adopting the plan, 2 nd DJ. G Buckle to carry out checks and CAN Training. Clerk to

	progress accordingly.
25.	To consider the council’s response to “Operation London Bridge”: Clerk to contact LPC and join their plans if possible.
26.	To consider the impact of Langley Rd/Norwich Rd roadworks on traffic in the village: Deferred to April meeting.
27.	To consider the Broads Authority Consultation – Flood Risk SPD for the Broads and agree a response: No comments. Clerk to respond accordingly.
28.	To receive an update on Wherryman’s Way and consider next steps in getting it re-instated: Refer to previous discussion under item 7.
29.	To consider matters relating to Broads Authority “national park” signs: There was general agreement that a sign would be welcome and three options identified: Norwich Rd, Langley Rd or Hardley Rd entrances to the village. Clerk to respond to BA.
30.	To receive an update on the Brian Clarke Room and matters arising: DJ gave an update, no major issues. CPC to consider the purchase of a defibrillator and possibly apply to Saffron for Grebe Drive funding.
31.	To receive an update on White Horse Plain and agree next steps: JB reported that the planning deadline had been extended to end April but that matters are progressing.
32.	To receive items for the next meeting: No specific items raised.

There being no further business, the meeting closed at 10.15pm.

Signed:

Dated: