

## **Minutes of Chedgrave Parish Council Meeting held on Thursday 7<sup>th</sup> October 2021**

**Present:** Cllrs J Sinfield (Chair), J Lurkins, B Demain, R Lyster, D Johnson, R Seel.

**Also Present:** H Goldson (Clerk), DCllr Mason-Billig, 1 Member of the Public (MOP).

1. **Declarations of interest and requests for dispensations by councillors:** DJ – 11 & 15, JS – 11 & 15.
2. **To consider apologies and reasons for absence:** C Gould – holiday, J Rowe, K Mason-Billig had apologised for **late\*** arrival. **(Typo hand corrected in signed hard copy).**
3. **To approve the minutes of the last council meeting:** JS RESOLVED to approve the minutes. All in agreement.
4. **To discuss matters arising from those minutes:** DJ offered to follow up with the possible new councillor candidate. **Clerk to forward details.**
5. **To adjourn the meeting to allow public participation:** No MOP comment.
6. **To receive reports from: District and County Cllrs, Police and Parish Cllrs:**  
**Cllr R Seel:** Raised the matter of footpaths and their status on the definitive map. Also expressed concerns at the level of pollution on Langley Road especially in the mornings. **Clerk to add both matters to November agenda and follow up with NCC re the possibility of pollution monitoring. RS to circulate info on footpaths.**

**Cllr D Johnson:** Briefly explained about the NCC “councillor tree pack” scheme and expressed interest in this to KM-B. Added that he would endeavour to attend upcoming tree seminar.

**Cllr B Demain:** Advised that SAM2 is now on Norwich Rd. He is awaiting hedge cutting on Hardley Rd before being able to place the sign there. BD has tweaked the sign in the hope of more accurate readings. **Clerk to chase quote re Hardley Rd hedge.** BD further advised that he has tracked down all of the tree plaques and is assessing the condition and carrying out some cleaning/maintenance. He is liaising with the Loddon & Chedgrave Society re possible funding collaboration to restore the plaques. Reported some damaged trees at the Pits Lane entrance to the Pits. **Clerk to investigate and remedy if possible.** Noted that the dog fouling sign at the Hardley Rd entrance to the Pits needs attention/repair. **Clerk to obtain quote.** Noted that he had attended the PFC on 4<sup>th</sup> October.

**Cllr J Lurkins:** Commented that he was unable to use the new gates on the Common while on his mobility scooter. **Clerk to show him the RADAR key and explain how to use.** Gave an update on Chedgrave Carr – currently trying to set up the trust with a solicitor. **Clerk to circulate map to cllrs.**

**Cllr J Sinfield:** Noted that the drain on Pits Lane is still blocked. **Clerk to follow up with KM-B/NCC.**

**DCllr K Mason-Billig:** Reported that she had met with NCC Highways re speeding on Langley Rd and suggested that the potential developer of Langley Rd/Snows Lane site is asked to install a village gateway. She also raised the matter of rumble strips or similar and has asked NCC to investigate costs and any legal implications. It may be possible to carry out a ‘before and after’ speed test to understand effectiveness. KM-B gave an update on the George Lane roundabout which will shortly necessitate a road closure which will probably increase traffic routing through Chedgrave, particularly school buses. There was a further discussion about air pollution and **KM-B to try and find out if air pollution monitoring equipment can be borrowed.**

### **FINANCIAL MATTERS**

7. **To receive the Financial Summary:** RS commented on some arithmetical errors in the report which need rectifying. **Clerk to follow up with RS.**
8. **To RESOLVE to adopt the updated Financial Regulations to reflect internet banking (para 6.1):** RS RESOLVED to adopt the change. All in agreement.
9. **To consider and agree costs for play area/teen shelter repairs as per RoSPA inspections:** Clerk had circulated quotes from EPS to carry out repairs. JS RESOLVED to accept the EPS quotes of £300+VAT for Grebe Drive and £468+VAT for the Pits. All in agreement. Quote for the teen shelter Perspex remains outstanding. **Clerk to progress.**
10. **To approve payments as detailed below:**

<b>Community Account</b>	
HR Related Costs	£912.39
Cozens (UK) Limited (Aug maintenance)	£42.00
MW Bookkeeping Services (Aug payroll)	£16.75
H Goldson (NALC Training Fees)	£38.93
BHIB Insurance (2020/21 Premium)	£1,160.10
Eastern Play Services (Repairs in Pits)	£180.00
SLCC (Membership fee)	£112.00
PKF Littlejohn LLP (External audit)	£360.00
HMRC (staff NI)	£35.39
<b>Community Account Total</b>	<b>£2,857.56</b>
<b>Brian Clarke Room Account</b>	
HR Related Costs	£173.33
<b>Brian Clarke Room Account Total</b>	<b>£173.33</b>
<b>Receipts - 26 Aug to 29 Sept 2021</b>	
<b>Brian Clarke Room Account</b>	
BC Room Rental	£427.50
<b>Community Account</b>	
Grazing Rent	£15.00
Allotment Rent	£11.21
<b>Total</b>	<b>£453.71</b>

JS RESOLVED to approve the payments. All in agreement.

## PLANNING MATTERS

### 11. To consider planning applications:

**BA/2021/0217/TCAA** - Site Location: Loddon Marina And Adjoining Land To Pyes Mill , 12 Bridge Street, Loddon, NR14 6EZ. Proposal: G1: White Willow x 10 - fell. T1: Silver Birch - fell. T2: White Willow (dead) - fell. T3: White Willow - pollard at 2m. T4: White Willow - pollard at 2m.

It was agreed to make no comment.

**2021/0372** - Town and Country Planning Act 1990 (Planning Appeal), DCLG Reference APP/L2630/W/21/3275473, Location: Land Adjacent To Wayside Pits Lane Chedgrave Norfolk.

Appeal By: Miss Mirella McGee Oak Cottage Daisy Green Great Ashfield IP31 3HS.

There was a general discussion on this matter including feedback from the SNC case officer and it was agreed that the Clerk would re-iterate the previous submission.

**Clerk to follow up accordingly.**

### 12. Planning Decisions:

**2019/0484** - Location: Land South Of Norwich Road Chedgrave Norfolk, Proposal: Variation of condition 1 of planning permission 2019/0484 to change the access, appearance, landscaping, layout and scale of the dwelling on plot 4. Decision: Approval with Conditions. Date of delegated decision: 7 September 2021.

### 13. To consider matters in relation to the Neighbourhood Plan:

JS reported that consultancy interviews had taken place and that Collective Community Planning has been selected as the consultancy for the Neighbourhood Plan. JS also reported that an experienced cllr from another council had stressed the need for the parish council to be closely involved as the plan develops. JS reported that there has been a reduction in the number of participants attending meetings. DJ queried the basis on which a formal appointment of consultant would be made and whether the ToR for the Neighbourhood Plan had been agreed. **JS to follow up and report back.**

14. **To consider any matters in relation to the proposed Snows Lane/Langley Rd development:**  
There was a general discussion on the format of the public meeting to be held once the planning application is submitted. It was agreed that the meeting should be held in the Jubilee Hall or Lecture Hall in order to accommodate all who wish to attend. Invitees: general public, development company, SNC planning (and possibly Anglian Water), County and District Cllrs. A draft agenda was discussed and agreed. **Clerk to make arrangements once the application is received.**
15. **To consider matters in relation to the Pits Lane development:** Clerk had circulated comments from residents expressing concern at the removal of hedgerows around the Pits Lane development and there was a discussion on the matter. **DJ to check what was in the original planning submission and Riverdale report re hedges. Clerk to draft a letter to SNC planning expressing concerns, cc DCllrs and Vello.**
16. **To RESOLVE to adopt the updated Standing Orders to reflect the Planning Protocol (para 6.c):** RS RESOLVED to adopt the change. All in agreement.

## OTHER MATTERS

17. **To discuss any items arising from the Clerk's report and receive updates:**
  - a. Village Map – Clerk suggested asking Roberts to update/print the map as SNC is not responsive. It was agreed to proceed with Roberts if the cost is less than £50. **Clerk to check copyright with SNC and progress.**
  - b. Litter Pick – DJ kindly agreed to be the lead councillor on this matter.
  - c. Jubilee Beacon – DJ kindly agreed to be the lead councillor on this matter and speak to J Bircham.
18. **To consider adopting a new protocol relating to the investigation and implementation of council proposals:** Clerk had circulated a draft proposal on this matter and there was a general discussion about resourcing projects. **Clerk to draw up into a formal protocol and add to November agenda.**
19. **To consider matters relating to Chedgrave Common (mooring, grazing, Land Registration):** DJ suggested clearing the area of scrubland in order to access FP10. **DJ to bring plan to next meeting.** No other updates.
20. **To review grass cutting arrangements:** Clerk had circulated feedback on current grass cutting arrangements. A Carver to be asked to quote to strim around Pits play equipment prior to mowing in order to reduce damage to matting. **Clerk to follow up and add to November agenda.**
21. **To consider matters in relation to Remembrance Sunday (14<sup>th</sup> November 2021):** DJ kindly offered to represent the parish council during the Remembrance Sunday service. **Clerk to check if CG is available to lay the wreath, if not DJ will do this.**
22. **To consider matters in relation to the "Commemorative Token":** It was suggested that the token could be placed on the base of the village sign and that DCllr J Rowe could accept the token on behalf of Chedgrave following his work on Chet Chat. **Clerk to check with Jack Barwick and follow up accordingly.**
23. **To consider Christmas lights:** Clerk advised that Chedgrave's lighting inventory is not currently sufficient to complete the street display and lychgate tree display. Also noted that the Parkinson's shop has asked to be included in the display this year. Clerk estimates that 6 x 10m strings of lights @ approx. £30+VAT and 2 x power cables @ approx. £16+VAT are needed to complete the display including Parkinson's shop. **Clerk to check any installation costs with A Carver.** All in agreement to proceed. Clerk requested volunteers to help with various tasks. RS to help with householder permission, BD to carry out weekly daytime checks and GL to carry out weekly evening checks. Thanks to all.
24. **To consider council outreach and recruitment of new councillors:** RS to attempt to arrange another meeting.
25. **To receive and update on Hardley Rd Allotments and agree next steps:** Clerk had circulated notes from the inspection carried out on 17<sup>th</sup> September 2021. **Clerk to progress matters raised.** BD also raised the question of composting and facilities to enable plot holders to clear waste from plots especially at the start of their tenancy. **BD to consult with HRAA to see what would be required.**

26. **To receive an update on Wherryman's Way and consider next steps in getting it re-instated:** DJ reported that he has received a date for dredging to start. He is also aware of a joint NCC/BA application for CIL funding and is seeking further information.
27. **To receive an update on the Brian Clarke room and latest Working Group (held 16<sup>th</sup> Sept 2021):** Clerk had circulated draft minutes from the meeting. DJ gave an update on solar panels. **BD to look into the NALC suggestion re installing an electric car charging point and also mounting 5G technology on the roof. Clerk to follow up on Working Group actions.**
28. **To receive an update on the Loddon & Chedgrave Playing Field Committee:** Clerk gave a brief updated on the latest PFC and advised that the updated ToR is still in progress.
29. **To receive an update on White Horse Plain and agree next steps:** There was a discussion on why the scheme is going ahead. It was agreed that it needs a project leader. Matter deferred. **Clerk to add to November agenda.**
30. **To ratify the Tree Charter Branch commitment:** Deferred to November.
31. **To consider and agree a response to the NCC Consultation: The Transport for Norwich Strategy Consultation:** No comment
32. **To consider and agree a response to the SNC Consultation: Review of Hackney Carriage and Private Hire Vehicle Policy and Conditions:** CG had submitted his views on this matter and it was agreed to comment on that basis as follows. "The Convictions, Cautions & Penalty Points Policy (1.5) contains an omission in the checks SNC carry out. A driver who is caught speeding can opt to take a "Speed awareness course" if their speed is below a certain threshold. This means that they have a speeding conviction but if they pay a course fee their name will not appear as having a conviction. Chedgrave Parish Council feels that a potential applicant for a taxi or hackney carriage licence should declare this." CG has checked this matter with SNC who agree and have asked that this point is raised in the council's consultation response and stated that they will change their policy to include this matter. **Clerk to follow up accordingly.**
33. **To consider and agree a response to the SNC Consultation: South Norfolk Council's Gambling Policy Review:** No comment.
34. **To receive items for the next meeting:** LED lights, Christmas Party.

There being no further business, the meeting closed at 10.10pm.

Signed:

Dated: