

# HEMPNALL PARISH COUNCIL

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## Minutes of the Parish Council meeting held on Tuesday 19 January 2016 at 7:30pm at The Mill Centre

### ACTION

#### Present

Chairman Mr David Hook, Vice Chairman Mr Richard Delf, Mrs Liz Allen, Mr Stephen Burley, Mr Kevin Cunningham (to end of matters arising), Mr Roger Parker, Mr Hamish Rose, Mr Mike Turner, Mr Peter Workman and the Clerk Mr Ian Nelson.

#### Members of the public present

Mr Ian Cundy, Mr Gregory Munson, Mr Robert Livock, Mrs Sylvia Driver, Mr Andy Driver, Ms Gill Moulton, Mrs Mary Parsley, Mr A Thomas, Mrs Carol Gormac, Ms Lesley Mitchenall, County Councillor Allison Thomas.

#### Apologies

There were no apologies.

#### Declarations of Interest

Mr Delf and Mr Workman declared an interest in the planning application re Green Boughs

Mr Hook and Mrs Allen declared an interest in the playing field users rent setting.

#### Minutes of the previous meeting

Mrs Allen proposed, Mr Delf seconded and it was unanimously agreed that the minutes of the meeting on 17 November 2015 were approved.

#### Public Participation

Comments made are recorded under the relevant sections below.

#### County/District Councillor update

Mrs Alison Thomas reported as follows:

##### *County matters:*

The NCC budget consultation has now finished and committee meetings are to take place to consider the results. The adult social care budget may be ring fenced. Morningthorpe Recycling Centre is now operating part time, however this may be reversed.

##### *District matters:*

Long Stratton Area Action Plan – The consultation process is coming to an end. Work to be undertaken on the B1527/A140 cross roads is still described as junction improvements not a roundabout. Mrs Thomas continues to lobby for it to be a roundabout.

Broadband – More money is available to improve this and a volunteer from Hempnall is needed to co-ordinate information supply to SNC to show where the problem areas are. Mr Turner volunteered to be the co-ordinator, the Clerk to provide contact details to Mrs Thomas.

IN

Play area – application for grant funding has been submitted to SNC and has been successful. £7,500 will be available in April. Mrs Thomas asked that the wind turbine fund be released for use on the play area.

Mrs Allen asked Mrs Thomas if anything could be done to improve mobile phone reception in Hempnall. Mrs Thomas responded that the same company dealing with the broadband project was also looking into mobile phone signals.

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## Planning Applications

### **New applications since the last meeting:**

Mr & Mr Ben & Luke Todd, Land East Of, Alburgh Road, Hempnall - Detached dwelling with associated parking. Demolition of existing out building.

Ms G Moulton and Mrs Parsley made representations about concerns over the septic tank facilities and problems with drainage due to blocked ditches and the heavy clay soil. Ms Moulton said that her septic tank at number 45 currently shares the septic tank on the site but the plans do not take this into account. It was noted that the application provides for a sewage treatment plant which will clean the water. Mrs Parsley stated that the ditch used for the waste is already poor and supported this with a 2010 letter from SNC. Mr Workman pointed out that the overflow from a septic tank would smell, however the water from a treatment plant would not.

Mrs Thomas stated that she had been approached by several residents who had concerns over drainage issues and she has asked that the application be heard at planning committee.

Mr Andy Driver reported that at present the ditches were full. He also pointed out that if hard core was put at the front of the houses it would cause more problems with surface water.

It was thought that the extra volume of surface and treated water from the proposed development would mix with the foul overflow from the septic tanks in the ditches and make the smell last longer.

Mr Hook read a letter from Mr G Moulton raising similar issues to the above and suggesting that the area was already over developed for the infrastructure available.

Mr Burley proposed, Mr Parker seconded and it was unanimously agreed that the application be refused as the foul and surface water drainage in the area is already inadequate to service existing properties. Despite the treatment plant, waste water expelled would add to drainage problems.

IN

Mr J Dixon, Old Orchard, Mill Road, Hempnall - Proposed single storey rear extension, extending 3.85m from the rear wall of the original dwelling house, with a maximum height of 3.5m and an eaves height of 2.7m.

Mrs Allen proposed, Mr Delf seconded and it was unanimously agreed that the application be approved

IN

Mr Gregory Munson, Green Boughs, Mill Road, Hempnall, Norfolk, NR15 2LP - Roof extension and garage replacement.

Mr Munson presented his case for the application and provided large visual photomontages. He stated that he had worked closely with SNC Conservation Officer and that his application did find favour with the Conservation Officer.

Mr Hook read a statement from Hythebeck, the nextdoor neighbour. He also stated the other neighbour has indicated that they did not object to the application.

After much discussion Mr Cunningham proposed, Mr Rose seconded that the application be approved but it was agreed by 5 votes to 4 that the application be refused as its appearance did not suit the conservation area, and it overlooked neighbouring property to the east and affected the light available to the neighbouring property.

IN

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## **Applications approved since the last meeting:**

The Clerk to Hempnall Parish Council, Hempnall Village Hall Playing Field Bungay Road Hempnall Norfolk - The erection of a Multi-Use Games Area (MUGA).

Mr & Mrs Shreeve, The Cottage Turkey Row Lundy Green Hempnall Norfolk NR15 2NU - Retrospective planning application to retain works to form and extend annex, including hard standing and change of use of agricultural land to residential garden.

Mr Gregory Munson, Green Boughs, Mill Road, Hempnall, Norfolk, NR15 2LP - Certificate for proposed lawful use for Rear extension, Front porch, Chimney relocation, Window alterations, Driveway alterations.

## **Applications withdrawn since the last meeting:**

Mr Gregory Munson, Green Boughs, Mill Road, Hempnall, Norfolk, NR15 2LP - Roof extension incorporating rooms in the roof.

## **Applications outside the parish boundary**

There were none to consider.

## **Play Area Project**

The Clerk had responded to Mrs Howard re the public right of way, who had confirmed the MUGA did not infringe on the footpath.

Mrs Howard reported that they had been successful at raising funds of £12,919 out of the total required of £30,053. Thus a further £12,874 was required to complete the first stage of the project in addition to the £4,250 already pledged by the parish council. Mrs Howard said that 2 grant applications had been rejected as the funding bodies felt that it had not been proven that the parish council was committed to the project.

Mr Workman proposed, Mr Delf seconded and it was unanimously agreed that the Clerk write a letter to demonstrate the parish council was fully committed to the project.

IN

Mr Hook thanked Mrs Howard and her team for their work.

## **Playing Field Maintenance**

Mr Delf was still seeking replacement costs re the sew-saw.

RD

## **Churchyard and Football Pitch Maintenance - Moles**

The Clerk had asked Richard Harvey to gas the moles but he had responded that he was too busy.

Mr Shurmer had reported to the Clerk that Dr Steven Griffiths had kindly set mole traps to successfully eradicate the moles closest to the football pitch. Mole traps had disappeared on other occasions, so Steven had ceased setting traps and the football club is monitoring the situation. It was reported that the moles had in fact returned.

Mr Workman proposed, Mr Delf seconded and it was unanimously agreed that the Clerk should arrange for the moles to be gassed by an alternate supplier and to inform Mr Shurmer of this.

IN

## **Playing Field Container**

The Clerk and Mr Delf had inspected the container with Mr Shurmer and reported that the floor had all but collapsed at the end of the container closest to the village hall.

It was unanimously agreed that the container floor be concreted.

RD

## **Football Pitch Alterations**

The Clerk had reminded the football club that the proposed new location may cross the public right of way FP10 and that the pitch should not encroach on the new play area.

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The Clerk had requested that the football club put a peg (perhaps a corner flag) at each corner of the proposed new location so that Councillors could consider this further. Mr Shurmer had indicated that he would discuss further with the football club committee and set a date for pegging out the proposals. We await a response.

IN

## **Matters arising from previous Parish Council meetings – completed**

### **The Hempnall Trust – HPC Representative Trustees**

The Clerk had written to Mr Balls and the Hempnall Trust.

### **Repairs to hand rail**

The Clerk had reported the problem with the concrete bridge handrail on the footpath between The Street and Mill Rd to NCC. It was reported that the repair had not been undertaken, Mr Rose to chase NCC Highways.

HR

### **Bussey's Loke Pothole**

The Clerk had reported to Highways the large pothole in Bussey's Loke and it had been repaired

### **Review of Financial Limits**

The Clerk had changed the financial regulations to reflect the increase from £750 to £1,500.

### **Grass Cutting Contract**

The Clerk had renewed the grass cutting contract with Norse for another year.

### **D Cracknell**

The Clerk had written a thank you letter and made payment to Mr Cracknell, who had written a letter to thank councillors and to say that he intended to continue to carry the same voluntary duties in 2016.

### **Parking at Village Sign**

The Clerk had placed an article in the newsletter to ask people not to park in that area.

### **Churchyard Maintenance – Grass**

The Clerk had arranged for the grass to be cut.

### **Newsletter**

The Clerk had drafted and issued the newsletter.

## **Matters arising from previous Parish Council meetings – awaiting others**

### **Nobb's Lane Hedges**

Mr Hook would continue to monitor.

DH

### **Nobb's Lane Spur**

We await NCC investigations. It had been discovered that part of it is an ancient track. Further forms are required to be completed. Mr Hook will co-ordinate.

DH

### **Local Council Award Scheme**

The Clerk had submitted the relevant forms and data to the accreditation panel. We await the outcome.

IN

## **Matters arising from previous Parish Council meetings – for discussion**

### **Priority Chicanes**

The Clerk, supported by Mrs Thomas had chased for a response from the head of NCC Highways, Tracey Jessop and received the following:

*“Thank you for your letter regarding Chicanes in Hempnall and sorry for my delay in*

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replying.

*I am aware of the situation in your village and understand that, following the meeting on 20 May attended by the Highway Engineer, a bend warning sign and chevron were erected on the Bungay Road. Our understanding is that, since these signing improvements were carried out, the number of incidents has decreased.*

*Chicanes fall into the category of Traffic Calming and these types of scheme are challenging and very costly to implement. Forward visibility has to be considered as an obstruction of this type could represent a potential hazard if it cannot be seen easily by approaching traffic. Bungay Road is a B Class road carrying Large Goods Vehicles so they have to be able to negotiate any structures. There is a requirement for large 'Priority' signs and provision has to be made for drainage where natural flows are interrupted. Consequently, the cost of this type of scheme usually runs into several tens of thousands of pounds and since funding reductions in 2010, Norfolk County Council has not funded and delivered these types of scheme.*

*As you will no doubt be aware, Norfolk County Council has to save another £111 million over the next three years and the consequence is that there is unlikely to be funding available for Traffic Management Improvements.*

*I appreciate this is not the response your Parish Council were hoping for but I hope it helps to explain the County Council's position."*

Mrs Carol Gormac and Ms Lesley Mitchenall asked if there were other ways of making the road safer.

It was unanimously agreed that the Clerk respond to Mrs Jessop to state that we were disappointed to learn the priority chicanes are unaffordable and request that this be considered as a longer term solution. In the meantime could she suggest other types of speed reduction measures that are within her budget? The Clerk to highlight suggestions raised at the previous parish council meeting.

IN

The possibility of supplying a grit tub on the corner of Bungay Road near Ms Lesley Mitchenall's to be considered at the next meeting.

IN

## **Long Stratton By-pass**

The Clerk had written to Tracy Jessop at Highways on 2 December to ask if a review had been made of the effect on traffic that the Long Stratton bypass will have on the B1527 and in particular the A140 cross roads. Had any modelling been undertaken? A response is awaited. The Clerk to chase and copy in County Councillor Thomas.

IN

## **Community Speed Watch**

Mr Burley reported that the training is being organised, following which the equipment will be released. There had also been a police speed check on the Mill Centre last week.

SB

Mr Turner reported that the SAM2 had been last erected near Old Market Way. The average speeds were not far off 30mph with the highest daily average being 35mph and the peak speed 60mph.

## **Churchyard Maintenance - Tree**

Mr Key had applied for permission for the tree to be pruned.

Mr Key had obtained a verbal quote for the work to be undertaken by Ian Smith and a tree surgeon – total cost £350. Mr Workman proposed, Mrs Allen seconded and it was unanimously agreed that subject to the Clerk obtaining confirmation that the tree would only be reduced to the same scale as last time, the work should proceed.

IN

## **Hugmore Pond**

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The Clerk had written to the Community Assets Team at SNC who had responded public liability for the pond this rests with South Norfolk Council and they confirmed the site is on their annual tree survey schedule for this year.

The ownership of Hugmore pond is vested in South Norfolk Council although upon the basis that the land is held in trust for the benefit of the inhabitants of the Parish. This does not necessarily mean that any proceeds of sale must go to the Parish Council but that any proceeds of sale must be directed towards the benefit of the Parish. The exact mechanism for achieving this would be a matter for discussion at the appropriate time.

With regards to any sale one issue for consideration is the sale price achieved versus costs associated with the sale and the future reductions in potential ownership costs and liabilities through sale.

Any proposed sale South Norfolk Council would be involved in the sales process with regards to:-

- Satisfying S123 LGA 1972 in terms of achieving “Best consideration”.
- Advertising any sale in accordance with S123 LGA 1972.
- Obtaining any disposal consents from the Charity Commission with regards to the lands “Trust Status”.
- Instructing solicitors regarding the sale.

It was unanimously agreed that the Clerk write to the occupiers of Hugmore House re intension to sell and invite them to make an offer.

IN

## **Maintenance of footpaths**

Mr Andy Driver reported the following footpath maintenance issues:

- Bungay Rd to Busseys Loke opposite Talbot Park – the footpath sign had gone. He had reported this to highways 2 months ago but as yet it had not been replaced.
- Silver Green to Topcroft – field ploughed and footpath not restored with 14 days.
- Alburgh Rd to Long Lane – not maintained.

Mr Hook explained that due to the NCC funding cuts Highways and the parish council had worked together to identify the top 9 footpaths in the village for which Highways would prioritise maintenance.

It was unanimously agreed the Footpath officer should report the above matters to NCC Highways for action. In addition maintenance of footpaths to be added to the agenda as a standing item for future meetings.

HR  
IN

## **Path between the tennis courts and the properties on Bungay Rd**

A quote had been obtained concrete the path. Due to the size of the cost further quotes are required under financial standing orders.

RD/LA

## **Internet Speed**

Mr Burley supplied the Clerk with the relevant contact details and the Clerk wrote to NCC accordingly. NCC responded that “*the area is served from Hempnall cabinet 3 which is located in Hempnall Green. This cabinet will be fibre enabled as part of the current Better Broadband for Norfolk rollout, which is expected to be live during autumn 2016.*”

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## Correspondence

**Items given directly to Councillors or representatives since the last main meeting were:**

Various police crime summaries  
Relevant notices/agenda and minutes  
Harmful Weeds and Non-Native Plants  
Norfolk Fire and Rescue Service - Draft Integrated Risk Management Plan 2016 – 2020  
South Norfolk Community Awards  
South Norfolk Council Budget Consultations 2016/17  
CPRE Norfolk Voice December 2015  
Footpath notice  
Long Stratton Area Action Plan - Proposed Modifications  
Approval of MUGA  
important changes to planning consultations  
Morningthorpe Recycling Centre changes to part-time hours  
Possible event on public rights of way issues  
Parish Councillor Allowances  
The Garden poster  
South Norfolk Council's Big Litter Pick 2016

No further matters were raised from the above.

***Items placed directly onto the Parish notice boards were:***

Notice/Agenda for Parish Council meeting 19 January 2016  
Various papers for the next meeting  
Poster re change in opening times of the recycling centre  
The Garden poster  
Forget me Not Grants poster

No further matters were raised from the above.

## ***Website***

The following changes had been made since the last main meeting:

Added Parish Council approved minutes of 15 September 2015  
Added Parish Council draft minutes of 17 November 2015  
Added Notice/Agenda for Parish Council meeting 19 January 2016  
Added various planning application details  
Updated diary for Feb meeting moving from 16th to 23rd

No further matters were raised from the above.

## Correspondence from Parishioners

### **Footpath notice**

Mrs Pauline Brookes emailed with an example of a sign encouraging parishioners to help maintain the footpaths. The Clerk had circulated to councillors and thanked Mrs Brookes.

### **Trees overhanging pavement in Roland Drive**

A parishioner had brought to the attention of the council trees in Roland drive that were obstructing the pavement. The Clerk had inspected the area and agreed that the trees significantly encroached over the pavement. In addition when a van was parked opposite the trees and as a result the passage for pedestrians was severely restricted.

It was unanimously agreed that the Clerk should visit the householders concerned requesting that they cut back their trees.

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## Financial Statements

### **Movements since last meeting**

The Clerk presented the financial statement attached to these minutes showing the movements from 18 November 2015 to 19 January 2016. The statement was in line with the annual budget. Mrs Allen proposed, Mr Delf seconded and it was unanimously agreed that the statement be approved.

### **Playing Field / Village hall rental setting**

Mr Parker had reported the sports end rent from the village hall to the parish council had increased by £100.00 to £1336.00 per annum as a result of the wall heaters and coin meters in the changing rooms being replaced with a radiator in each room fitted to the sports end heating system with electricity for the showers via the halls main supply.

The costs budgeted by the parish council are:

	£
Village Hall rental	1336
Field Spraying	100
Moles	200
Total costs (excluding grass cutting)	1636

Mr Delf proposed, Mr Workman seconded and it was agreed unanimously the parish council will charge the Football Club £1,350 and the Tennis Club £175 for the year ended 31 March 2017. The Clerk to invoice accordingly.

IN

### **Play area spending**

Mrs Allen proposed, Mr Workman seconded and it was unanimously agreed to allocate an additional £5,750 to this project giving a total commitment of £10,000.

IN

### **Budget/Precept 2016/17**

The Clerk presented the budget for 2016/17 as previously circulated to Councillors. This was updated for the above rental and play area spend. In addition the total budget for play area & other repairs were increased to £4,000.

Mr Delf proposed, Mr Burley seconded and it was agreed unanimously that the precept in addition to the Council Tax Support be set at £17,000. The Clerk to inform SNC of the required precept prior to the deadline of 23 January.

IN

### **30 mph speed limit extension along the B1527 to beyond the Recycling Depot**

Mr Roger Stretton of the parish of Fritton had written state *"We live in Grange Farm Barns, just west of Hempnall on the B1527. We are trying to get the Hempnall 30 mph speed limit extended along the B1527 to beyond the Recycling Depot. We have spoken to Fritton PC and they will support the proposal. The idea has been around for some time but has become more important since the developments have been opened on the road, particularly the recent children's nursery. I hope that Hempnall PC will also be able to support the proposal."*

The Clerk had liaised with Morningthorpe parish council Clerk and been informed that they had supported Mr Stretton's request and written to NCC Highways which had responded as follows: *"The extension of the 30 limit to the Fritton Grange has been requested many times before but it doesn't meet the criteria for a 30 limit because it is over a quarter of a mile out of the village. Hempnall are also experiencing problems with speeding and there is a danger that moving the 30 further out would dilute the effect of the 30 in the busy village."*

*With regard to the Nursery, the owners really should have considered the speed limit when setting up at a location such as that. If speeding traffic was a concern, it is unreasonable of them to expect the local authority to pick up the cost of investigating and implementing a lower limit.*



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*As I mentioned in my last e-mail, it is unlikely we will have funds for implementing new speed limits in the future (each new limit or change costs several thousand pounds) so I would advise against raising the expectations of parishioners that there will be a resolution to the thorny issue of speeding."*

Morningthorpe PC has asked NCC Highways for a cost but as yet had not received a response.

Mr Parker proposed, Mr Delf seconded and it was agreed 5 votes to 4 to recommend that a 40mph limit be sought from the recycling centre to the start of the Hempnall 30mph limit. The Clerk should write to NCC Highways and copy in Morningthorpe PC and Mr Stretton accordingly.

IN

## **Parish Meeting**

This will take place at 7pm on 15 March 2016. The Clerk to send out notices etc.

IN

## **Items for Newsletter**

- None.

## **Items for next meeting**

- Parish Meeting

IN

## **Date of next meeting**

The following meeting (subject to receipt of applications) will be primarily planning at 7:30pm on 23 February 2016.

The next Parish Council main meeting will take place on 15 March 2016 at 7:45pm after the Parish Meeting.

There being no further business, the meeting was closed at 11:05pm.

Signed \_\_\_\_\_ Date 15 March 2016

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## FINANCIAL STATEMENT

Presented to meeting on 19 January 2016

### Current Account

<b>(Payments)/Receipts since last meeting :</b>		<b>£</b>
05/01/2015	Interest	5.31
18/11/2015	Hempnall FC	618.00
18/11/2015	D Cracknell - Litter clearance	(640.00)
21/11/2015	NALC - fee for Foundation award registration	(30.00)
22/11/2015	Total Defence anti-virus renewal	(50.00)
03/12/2015	CGM grass cutting	(56.68)
07/12/2015	Interest	5.14
11/12/2015	Eon - streetlight electricity	(6.79)
13/12/2015	LCPAS - Course HR & IN	(50.00)
13/12/2015	tr BPA to C/a	1,200.00
13/12/2015	I Nelson - stamps	(14.84)
13/12/2015	Inkredible - in cartridges	(27.11)
13/12/2015	UK Prinova Enterprise Ltd - Projector	(62.86)
18/12/2015	Grant re play area from Saffron Community Fund	2,000.00
30/12/2015	CGM grass cutting	(56.68)
31/12/2015	Clerk's salary	(804.20)
05/01/2016	HMRC	(185.00)
11/01/2016	E-on	(7.01)
		<u>1,837.28</u>
	<b>Closing Balance</b>	<u>3,135.07</u>

### Business Premium Account

<b>(Payments)/Receipts since last meeting :</b>		<b>£</b>
13/12/2015	tr BPA to C/a	(1,200.00)
15/12/2015	Interest	6.17
		<u>(1,193.83)</u>
	<b>Closing Balance</b>	<u>50,552.64</u>