

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 19 November 2019 at
7:00pm at The Mill Centre

Present

Chairman Mr David Hook, Mr Richard Delf, Mr Andrew Driver, Mr Hamish Rose, Mr Mike Turner, Mr Peter Workman, Clerk Ian Nelson.

Members of the public present

None.

Apologies

Apologies were received from County Councillor Alison Thomas, District Councillor Michael Edney, Mrs Liz Allen, Mr Roger Parker.

Declarations of Interest

Mr Workman declared an interest in the Mill Centre matter.

Minutes of the previous meeting

Mr Turner proposed, Mr Driver seconded, and it was unanimously agreed the minutes of the meeting on 15 October 2019 be approved.

Public Participation

Fund raising opportunity – Uganda / Hempnall School

Laura Jestico, headteacher of Hempnall School had written to bring councillors attention to the following initiative:

“The project is to fund raise for our partner school in Uganda called Burema Parents Primary School. This is a school in rural Uganda which I visited in the summer holidays whilst working with a charity called Limited Resource Teacher Training (LRTT).

This school has 250 pupils in. Its nursery classes have about 40 children in each (2 nursery classes) and they have a classroom about the size of a very small single bedroom (or my office at school). They purchased some additional land and began an extension but need £4500 to complete this project. This would enable the nursery children to be educated in the space they needed.

The children at Burema wrote pen pal letters to our children in our school and the replies should reach the school by the end of October. We are all excited about raising money for Burema, but I would like to extend the project so that the whole of Hempnall and the surrounding areas is able to support us to reach our target. We have chosen Saturday 14th March 2020 pencilled in to complete something like an auction of promises.”

Mrs Jestico had been invited to attend and indicated she would be present, however in her absence the matter was adjourned to the January meeting and the Clerk will extend the invitation.

IN

County Councillor Update

Mrs Thomas had sent a report to the Clerk as follows:

The Hempnall roundabout should have “officially” opened on 11/11/19 but the ceremony couldn’t go ahead because of purdah. Clearly the road is completed in time and I hope you will join me in congratulating the contractors on a job well done.

County budget and Fire and Rescue service IRMP are out to consultation please contribute if you wish.

Parish partnership applications closes in early Dec so if you require my support for anything please let me know.

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I have a small amount of my local member highway budget remaining if you have a small project in your parish.

£500k award from government to work up final business case for Long Stratton bypass is very welcome and will hopefully move the project closer.

District Councillor Update

There was no report.

Planning Applications

New applications since the last meeting:

2019/2078 - Mr Dan Gray, Field House Stud Field Lane Hempnall - Refurbishment works including replacement roof, cladding, roof lights and external landscaping to outbuilding to provide games room and gym ancillary to the main dwelling – Mr Delf proposed, Mr Turner seconded and it was unanimously agreed that the application be approved subject to the intended future use is not to a main dwelling

IN

2019/2020 - Miss Alice Rodger, 11 Coronation Crescent Hempnall - Change of use from existing double garage into salon for nails/tanning and beauty treatments including alterations – Mr Turner proposed, Mr Delf seconded, and it was unanimously agreed that the application be approved.

IN

2019/2171 - Mr John Kelly, Hempnall Mill Centre, Mill Road Hempnall - New premises sign – Mr Delf proposed, Mr Turner seconded, and it was agreed that the application be approved subject to the sign not being illuminated. There were 3 Abstentions.

IN

Applications approved since the last meeting:

There were none.

Applications refused since the last meeting:

There were none.

Applications withdrawn since the last meeting:

There were none.

Applications outside the parish boundary since the last meeting:

There were none.

Matters arising from previous Parish Council meetings – completed

Planning consultations response format

The Clerk had adopted the approved format.

Dates for next year's meetings

The Clerk to make the relevant Mill Centre bookings and updated the website.

Tug-o-war poles

The Clerk had sent a letter of thanks be sent to Rob Allen.

Co-option of councillor

The Clerk had notified SNC and Mr Parker had completed his declaration of interest form.

CPRE conference

Mr Driver had circulated relevant information including that on exception sites.

HPC Website

The Clerk had added code for the cookies pop up to be added.

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Parish Partnership 2019-20 SAM2

The new SAM2 unit will be collected by Mr Turner in December, who will also receive training.

The Clerk had sent a claim to the Parish Partnership Scheme for the contribution towards the cost and received payment.

The Clerk had received payment for the sale of the old SAM2 unit to Woodton PC.

Fly Tipping

Mr Hook and the Clerk had reported the fly tipping to NCC Highways.

Unnecessary verge cutting

The Clerk had written to NCC Highways with the suggested cutting map and encouraged them to cut in line with their current policy taking the above into account.

Local Council Award Scheme (LCAS)

The Clerk had updated the relevant documents and website.

14 Coronation Crescent

The Clerk had written to SNC/NCC to get the no parking sign reinstated.

Field Lane Hedges

Mrs Allen had contacted the landowner.

Newsletter

The Clerk had written and published the Autumn newsletter.

Playing Field Grass Cutting

No further payments had been requested.

Concrete bridge on footpath between The Street and B1527

The invoice had been paid.

Hedges near football goals

Mr David Jackson has cut the hedges and the Clerk has paid the invoice in line with the quote.

Website

Cookies code written and published.

Matters arising from previous Parish Council meetings – awaiting others

Nobbs Lane Spur

Further forms are required to be completed. Mr Hook will co-ordinate. Names of users are being collated.

DH

Road improvements post development of plan app 2019/0864

We await the approval of the application and subsequent development.

IN

Pay area equipment

We await Mr Webb's recommendations.

IN

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Matters arising from previous Parish Council meetings – for discussion

Affordable Housing/Millfields

The Clerk and Mr Hook had written to the relevant parties to arrange a meeting between the parish council, Saffron Housing / Sam Watts, Big Sky, District Councillor Edney and County Councillor Thomas to progress matters. The meeting will take place on 21/11/19 at 3pm at Trumpeter House Cygnet Court Long Stratton, hosted by Stuart Bizley of Big Sky Developments Ltd. Mr Hook, Mr Rose and Mr Driver to attend.

DH/HR/
AD

The Greens bus shelter

Repairs

Mr Workman indicated specialist companies were not responding to requests to provide a quote. Mr Workman said he had been advised it was in order to patch the hole in the roof without disturbing the asbestos.

Overall councillors felt it would be better to repair the existing shelter and allow NCC to move the bus stop. It was agreed to await a response for a quote.

PW

New position of bus stop

The Clerk had established the £8,000 to £12,000 cost estimate related solely for moving the bus stop, not for the provision of a shelter.

The Clerk had also written to NCC to point out the danger of having the bus stop on wrong side of road as suggested by NCC. They had responded as follows: "I have taken another look at the site, but the question of which side of the road would have to be one for Robert and his team. From a practical viewpoint there is only a narrow verge on the farm side of the road, and behind this there is a drop into a ditch. This would not be ideal from a safety perspective, but my other concern is that by constructing it so close to the ditch it would fail as there would not be adequate support to prevent it slipping into the ditch with the weight of the construction."

It was agreed it was NCC responsibility to move the bus stop. The Clerk to write to NCC to inform them of the result of the parish council's considerations.

IN

Picket gates

The Clerk had received a response from NCC re cost of picket gates at Broaden Lane and B1527 west as follows: -

"B1527 Hempnall Road West of The Krons at existing 30mph terminal sign. Insufficient width on the LH side, but sufficient width on the RH side Install 1 no gateway on RH side £1353." It was noted this location is in Morningthorpe, not Hempnall, however the Clerk indicated the parish council does have the power to fund a gateway if it enhanced road safety in the Hempnall area.

"Broaden Lane at existing 30mph terminal signs. Insufficient width on LH side (proximity to ditch) Install 1 no. gateway on RH side £1353."

It was noted gates at the east end of the B1527 were offered by the developer of the 2019/0864 application.

Mr Hook proposed, Mr Delf seconded and it was unanimously agreed that the Clerk should apply to the Parish Partnership Scheme for financial support for the Broaden Lane gateway and if successful to proceed with purchase with the assistance of any funds available from Mrs Thomas's local member highway budget. The SAM2 and Speedwatch results for Broaden Lane post erection of the gateway would be monitored and compared to pre gateway figures to determine if the gateway was an effective speed reduction measure before considering the Krons gateway.

IN

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Speed Watch

Mr Driver had decided not to take up the post of Speed Watch liaison officer for the parish council and it was decided the parish council as a whole would liaise.

Mr Hook proposed, Mr Driver seconded, and it was unanimously agreed the Clerk should write to the coordinator to thank her and her team for the work they were doing as it was a vital part of the overall speed reduction campaign. It was noted the regular Speedwatch campaign of Saxlingham been very effective, so the Clerk to encourage Hempnall Speedwatch team to undertake more frequent checks as the police state that the more Speedwatch reports they receive, the more likely they are to undertake police speed traps. Another advert will be placed in the next parish council magazine for volunteers.

IN

NCC Road Safety matters

NCC had undertaken the resurfacing and white line work, including the removal of white lines here appropriate.

It was noted there were un-marked potholes on Alburgh Road on the entrance to the Ayton property. The Clerk to report to NCC.

IN

Bus shelter seat repair

Mr Delf to try to source via Kevin Rust.

RD

Play Area Repairs & ROSPA report

Outstanding action points noted were:

The static goal is leaning

RD

The fibre glass slide was starting to chip off and needed replacing.

RD

The youth shelter needs painting.

RD

The static goal is to be removed.

RD

Messrs Workman and Delf are to inspect the MUGA and inform the Clerk if all work had been carried out satisfactorily.

RD/PW

The Clerk had enquired whether the surface would be damaged by bicycle and skateboard use and awaited a response.

IN

Playing Field container

Mr Delf to obtain relevant quotes for repair.

RD

Footpath Maintenance

Mr Rose will continue to chase for the missing bridge at GR243934 to be replaced.

HR

The Clerk confirmed the parish council has the power to replace a footpath bridge and maintain any footpath or bridleway within the parish.

Messrs Rose, Delf and Driver are to cost up replacing the bridge.

HR/RD/
AD

Consideration is to also be given to restoring the green lane footpath which currently runs alongside one of Peter Rodgers' fields (off Lower Lane). Mr Rose to liaise with Dan Scott (at Hempnall Bakery) as he has requested involvement in this task and Mr Hook to contact Mr Rodgers to establish on whose property the proposed Green Lane currently stands.

DH

Posts around oak tree on playingfield

Mr Hook is awaiting a quote and will liaise with David Jackson re. the provision of protection for the oak tree.

DH

The Clerk had written to the football club ask them to stand the goals on the concrete area so the grass can be cut by the contractor.

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SAM2 Report

Mr Turner had circulated the reports to councillors since the last main meeting.

Mr Turner to pick up the new unit and obtain training in December.

MT

75th VE Day Celebrations (08/05/2020)

The Clerk had liaised with Mrs Ingram and Mrs Barnes and drafted a letter suitable to be sent to all known groups in the village. The Clerk awaits notification of the date of the first steering group meeting.

IN

Funding

To re agenda.

IN

Millfields Cuts

The Clerk had written to Saffron Housing re the warden service and awaited a response.

IN

Konect 84 Bus

The Clerk had written to ask if the 09:30 service could revert to the original route and chased up for a response regarding the data used to determine route usage and awaited a response. Councillors thought a feeder bus to Stoke Holy Cross may be worthwhile as this village was served by regular buses. Mr Driver indicated he would start to attend Norfolk Bus Forum meetings.

IN
AD

Correspondence

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

Various police crime summaries
Various planning applications
Relevant notices/agenda and minutes
NALC Annual General Meeting - 20 November 2019
NPTS Autumn/Winter council training
Question re Krons – D Hook only
Invitation re Norfolk ALC New Well Being Initiative for Town and Parish Councils
Broadland and South Norfolk Business Awards
White lining and studs notice
Norfolk Fire & Rescue Service's draft Integrated Risk Management Plan

No further matters were raised from the above.

Items placed directly onto the Parish notice boards were:

Relevant notices/agenda

No further matters were raised from the above.

Website

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

Added relevant notices/agenda and minutes
Added various planning application details
Added various papers to be tabled at meetings
Added R Parker details
Added 2020 meeting dates
Added Newsletter
Added cookies popup

No further matters were raised from the above.

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Correspondence from Parishioners

Blocked Drain – Busseys Loke / Footpath junction

Mrs D Chamberlain had written to notify of flooding across Busseys Loke. The Clerk had been to the area and unblocked the drain and reported to NCC Highways for a longer-term solution.

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 18 September to 19 November 2019. The statement was not materially out of line with the annual budget. Mr Driver proposed, Mr Delf, and it was unanimously agreed the statement be accepted.

Quarterly Budget Report

The Clerk presented the quarterly budget report showing the movements for the quarter ended 30 September 2019. Mr Driver proposed, Mr Delf seconded, and it was unanimously agreed that the statement be approved.

D Cracknell

Mr Delf proposed, Mr Turner seconded, and it was agreed with one abstention that a gratuity of £725 be paid for his sterling work around the village over the last year in maintaining the bus shelter, litter clearance and bin emptying. The Clerk to write a thank you letter and make payment.

IN

The Village Hall AGM

This will take place on Wednesday 20th November at 8pm. The Clerk had informed the committee that Mrs Allen was the parish council's representative. The AGM is open to any councillor to attend.

Highway Rangers

Mr Driver pointed out that we had received no feedback following the long list of jobs submitted to the Highway Rangers, in particular, re the bottle bank. The Clerk to chase and ask for feedback as none of the jobs seem to have been attended to.

IN

Items for next newsletter

The Clerk to draft and issue covering the following matters:

- VE Day celebrations
- Green Lane working group
- Speedwatch volunteers

IN

Items for next main meeting

- Playing Field / Village hall rental setting
- Precept

IN

Date of next meeting

The next Parish Council planning meeting will take place on 17 December 2019 at the Mill Centre at 19:00 and the next main meeting on 14 January 2020 (since moved to 7 January) at the Mill Centre at 19:00.

IN

There being no further business, the meeting was closed at 20:55.

Signed _____ Date 17 December 2019

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FINANCIAL STATEMENT

Presented to meeting on 19 November 2019

Current Account

| (Payments)/Receipts since last meeting: | | £ |
|--|---|-----------------|
| 25/09/2019 | Delfs Garage - Paint for Bus Shelter | (23.71) |
| 25/09/2019 | Delfs Garage - Materials for "Horse" play equipment | (204.00) |
| 25/09/2019 | SNC - Precept | 8,825.00 |
| 30/09/2019 | tr c/a to bpa | (8,000.00) |
| 30/09/2019 | Clerk's Salary | (880.80) |
| 30/09/2019 | tr bpa to c/a | 1,000.00 |
| 04/10/2019 | NSB Interest | 4.73 |
| 08/10/2019 | Woodton PC - Sales of 1/3 share SAM2 | 200.00 |
| 10/10/2019 | HMRC - PAYE | (204.20) |
| 11/10/2019 | Eon - Streetlight Electricity | (12.10) |
| 14/10/2019 | HMRC - PAYE | (204.20) |
| 15/10/2019 | D Whiting - Moles | (275.00) |
| 15/10/2019 | CGM - Grass cutting | (56.68) |
| 21/10/2019 | Subs - CPRE | (36.00) |
| 02/11/2019 | K & M Lighting Services - Streetlight maintenance | (121.96) |
| 04/11/2019 | CGM - Grass cutting | (56.68) |
| 04/11/2019 | D Jackson - Playfield hedge cut | (250.00) |
| 04/11/2019 | NSB Interest | 4.88 |
| 05/11/2019 | tr bpa to c/a | 3,500.00 |
| 05/11/2019 | Westcotec Ltd - SAM2 | (3,540.00) |
| 11/11/2019 | NCC - Parish Partnership 2019/20 award | 1,475.00 |
| 13/11/2019 | Eon - Streetlight Electricity | (12.51) |
| 15/11/2019 | Barmby Tractors - Footbridge repair | (120.00) |
| | | <u>1,011.77</u> |
| Closing Balance | | <u>1,901.78</u> |

Business Premium Account

| (Payments)/Receipts since last meeting: | | £ |
|--|---------------|------------------|
| 30/09/2019 | tr c/a to bpa | 8,000.00 |
| 30/09/2019 | tr bpa to c/a | (1,000.00) |
| 05/11/2019 | tr bpa to c/a | (3,500.00) |
| | | <u>3,500.00</u> |
| Closing Balance | | <u>65,185.07</u> |