

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 21 July 2020 at 7:00pm
virtually via Zoom

Present

Chairman Mr David Hook, Vice Chair Mr Richard Delf, Mrs Liz Allen, Mrs Joan Cann, Mr Andy Driver, Mr Hamish Rose, Mr Peter Workman and the Clerk Mr Ian Nelson.

Members of the public present

There were none.

Apologies

Apologies were received Mr Mike Turner.

Declarations of Interest

Mrs Allen declared an interest in the Millfields exception site and a pecuniary interest in planning application 2020/1227.

Mr Hook declared an interest in the re-wilding project matter.

Minutes of the previous meeting

Mr Delf proposed, Mr Workman seconded, and it was unanimously agreed the minutes of the meeting on 16 June 2020 be approved.

Public Participation

There was none.

County Councillor Update

Mrs Thomas had not submitted a report.

District Councillor Update

Mr Edney had not submitted a report.

Mr Hook proposed, Mrs Allen seconded and it was unanimously agreed the Clerk should write to Mr Edney to express disappointment that we do not receive updates from him and invite him to attend by Zoom so he can keep abreast of parish affairs on which he could represent us at District level.

IN

Planning Applications

New applications since the last meeting:

2020/0859 - Mr Adam Austin, 21 Alburgh Road Hempnall - Replacement and raising of roof to provide additional bedrooms, side and rear extensions and double garage to front with new entrance access. The Clerk reported he had been contacted by SNC Planning to state the application was being amended so there was no need to respond until the amended version was circulated. – Agenda for next meeting.

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Applications withdrawn since the last meeting: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.

Millfields Exception Site

We await progress.

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Matters arising from previous Parish Council meetings – completed

VE Day Celebrations

The Clerk had written a thank you letter to Mrs Barnes and Mrs Ingram.

Millfields entrance - part night lighting

The Clerk had written to Mr O'Connell, Lighting Engineer at Norfolk County Council, expressing support for part night lighting and asking him to consult residents.

Parish council vacancy

The Clerk had informed Mrs Cann she had been co-opted as a parish councillor and informed SNC. The Clerk had also arranged for her training induction.

Corvid19

The Clerk had arranged meetings via Zoom.

Bus shelter seat repair

Mr Delf had fitted the seat.

Playing Field container

Mr Delf had arranged for the work to be completed by JTDecorators.

Declaration of Interests Review

Councillors had reviewed their interests and notified SNC and the Clerk as required.

Action Plan

The Clerk had published it on the website and provided councillors with a copy.

2019/0864 - Mr Julian Wells, Land South off Bungay Road Hempnall - Proposed erection of 23 dwellings with associated landscaping, drainage and highways works.

Mr Driver had written to our county and district councillors and Mrs Mellors regarding the lack of sustainability incorporated into the project. No response had been received.

Grass Cutting / Fence – Village Hall

The village hall reps had raised the issues with the village hall committee. It seems that Ian Smith used to cut this area without charging the Village Hall. The area does not form part of the existing or historic contracts with the parish council. The land is owned by the Village Hall.

It was agreed to add this section of grass to the parish council contract on the condition the Village Hall would contribute an amount to cover the extra cost. The village Hall reps to suggest this at the next meeting of the Village Hall Committee. If approved the Clerk will action.

LA/PW
IN

In the meantime, John Ellis / Liz Allen will cut the area.

Approval of Annual Accounts to 31/03/20

These had been signed by the Clerk as Responsible Financial Officer and Mr Hook as Chairman.

Internal Audit

The Clerk thanked Mrs Franks and made payment.

Annual Governance and Accountability Return

The Clerk had signed and sent this to the auditors together with the exemption statement.

Exercise of public rights re accounts

The Clerk had displayed the notice re exercise of public rights on the noticeboard and the website.

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Dog Bins / posters

Mrs Jestico had provided 4 posters and the Clerk is to erect them. IN

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

Play area equipment

We await Mr Webb's recommendations. IN

Play area capital / maintenance reserve.

Awaiting suitable time to confirm amount. IN

Moles

The Clerk had engaged Mr Whiting to undertake the work a couple of weeks before the start of the next football season. The Clerk had also engaged Mr Whiting to undertake the work at the children's play area and await a suitable time to treat. IN
IN

Picket gate – Broaden Lane

We await NCC Highways to erect the gateway on the left as you enter the village at the 30mph limit. IN

Dangerous manhole

The Clerk had written to AWA on 27 June to enquire about the weight rating of the cover and to ask them to put a protective barrier around it to allow the tractor driver to see it as well as protecting the public. A response is awaited. IN

Village Sign

Mr Ashford's quote for the work had been accepted and the work is to be completed. IN

Footpath sign

The Clerk had written to NCC Highways regarding the lack of a footpath sign at the Silver Green end of footpath number 15. We await action. IN

Cats Eyes on B1527

The Clerk written to NCC Highways on 5 July and awaited a response. IN

Matters arising from previous Parish Council meetings – for discussion

Website accessibility requirements

The Clerk reported councils should have a plan of action and an accessibility statement in place by the 23 September 2020 in order to comply with legislation. The Clerk had drafted an accessibility statement as far as possible, but the site needed to be professionally reviewed for compliance and fixed where necessary to comply with the act. The Clerk had obtained a quote from Broadland Digital who were recommended by NALC. They would charge £700 plus VAT and provide the reports needed to complete the accessibility statement. They also suggested the site be secured (https) which would cost an additional £149 plus VAT.

Mr Delf proposed, Mr Driver seconded, and it was unanimously agreed the Clerk should engage Broadland Digital and complete the accessibility statement. IN

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Doctors' surgery

The Clerk had written on 5 July to the surgery to ask when it would reopen, and they had responded as soon as possible but could not provide a date as they were unable to effectively social distance under current guidance.

The surgery had since written to say they had maintained a dispensing service at Hempnall and therefore their staff continue to park in the area between the Mill Centre and the allotment – this is a private agreement they have with the Property Trust and The Hempnall Trust.

They reported last week one of their team had her car hit by what appears to be a vehicle that was accessing the allotments. Unfortunately, the driver responsible did not leave any details leaving their team member having to sort out the issue herself. They asked if others have the right to park or use vehicles in that area and is there a list of individuals who own an allotment.

Mr Driver proposed, Mrs Cann seconded, and it was unanimously agreed the Clerk should write to the surgery to inform them:

A) That many patients who use the surgery dispensary park in the allotment car park and to inform them there was a parish councillor working at the allotments at the time that the staff member's vehicle was damaged. This councillor has confirmed that they were aware of which allotment holders were present during the period when the incident occurred and could confirm that those who had used their cars to access their allotments at that time had not caused the collision.

B) That the allotments are owned by the Town Estate Property Charity and not the Parish Council. Mr Barrie Masterson, Chairman of the Property Charity, has contacted some allotment holders, regarding this issue and of those that have been contacted none has said that they were involved in the collision.

C) That in addition to surgery staff, patients and allotment holders other vehicles use the car park from time to time and that one of these casual users could have caused the collision. It was also noted the builders working on the property opposite had been turning in the entrance to the car park.

D) That the land that forms the car park adjacent to the allotments is partly owned by the Property Charity (just over half of the total area) – they own the western section. The remainder is owned by The Hempnall Trust. The parish council has written to both trusts to suggest a larger and brighter sign be erected stating “allotment holders and surgery staff only”.

E) That the parish council really values the surgery in the village and looks forward to it re-opening when safe to do so.

IN

Fly tipping/stream contamination

Mr Workman had visited the site and taken photographs of the apparent tipping. He reported the tipping does not look recent and was not encroaching in to the river, but it was acknowledged there could be leaching. Most of the items seemed to be brick rubble.

A parishioner had written to state there were often bonfires (roughly monthly) and usually at weekends) on the site producing serious amounts of black smoke which they had reported to South Norfolk Council in the past.

It was noted that any waste disposal may be without a licence.

Mr Hook proposed, Mr Delf seconded and it was unanimously agreed the Clerk should write to the SNC planning enforcement officer and SNC Environment Waste Dept asking them to investigate the concerns pointing out there had been no planning permission granted for dumping/recycling activities on this site and enquire whether a licence had

IN

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been sought and awarded for waste disposal. The Clerk should ask them to report back. The Clerk to also notify the Environment Agency. IN

The Clerk to also respond to the parishioner. IN

The Greens bus shelter repairs

AC Environmental Services had completed their work removing the asbestos.

The Clerk had liaised with the builder, Mr D Lincoln, regarding the replacement of the roof. Mr Workman proposed, Mr Hook seconded, and it was unanimously agreed the Mr Delf would also seek a quote from James Banner for comparison. IN
RD

Parish council noticeboard

Mr Delf reported the difficulty in assessing the Perspex dimensions and it was agreed to carry forward this matter. RD

Re-wilding project

The Clerk had written to landowners in the village to make them aware of the project and the fact that the parish council could possibly supply the trees and to ask them to identify areas which they would like to put forward for planting. The Allen's had indicated they could not offer any suitable areas and the Clerk had not heard from any of the other landowners.

Mr Rose enquired if the Property Trust could be contacted. Mr Hook explained that their land was already subject to grant aid to allow management as water meadows, so re-wilding would not be possible.

Mr Rose also enquired if the parish council could purchase any land for re-wilding. The Clerk responded it did have the power to do so. It was agreed to monitor any consider any opportunities which arose. ALL

Mr Driver volunteered to look for verges on which it may be suitable to apply for conservation status. AD

Mr Hook proposed, Mr Delf seconded and it was unanimously agreed the Clerk should write to NCC Highways to express disappointment they had not responded to nor acted upon previous suggestions not to cut some of the verges in the village and invite the person who awards the contracts to a site meeting. IN

Grass Cutting

Mr Rose had not had a response from PROW re their cutting timetable. It was noted that some paths had recently been cut.

Play Area Repairs & ROSPA report

Outstanding 2019 report action points noted were:

- The static goal is leaning
- The fibre glass slide was starting to chip off and needed replacing.
- The youth shelter needs painting.

RD

No action had been possible due to Covid-19 restrictions.

The 2020 report had been circulated by the Clerk. Mr Delf suggested the most pressing matter was the requirement for more bark around the fort (normally 4m³) required. Mrs Allen said that the soft-landing areas under the swings should be investigated and any shortcomings should be addressed

Mr Delf proposed, Mr Hook seconded, and it was unanimously agreed to hold a site meeting on Saturday 25/07/20 at 10am to consider the work to be undertaken and to consider updated (July 17th, 2020) Government guidance on managing playgrounds during this period of the Covid-19 crisis. DH/RD/
PW/JC/IN

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Permissive path

Mrs Oldfield had agreed to coordinate any application to make the permissive path. The Clerk and Mr Hook had spoken to her regarding the process and guided her towards the relevant forms. We await action.

IN

Footpath maintenance / Green Lane

Mr Hook to liaise with the landowner re the green lane.

DH

The Clerk had received a quote to repair the damaged footbridge off Alburgh Rd / footpath 12, at a cost of £230. Mr Rose proposed, Mr Workman seconded, and it was unanimously agreed to accept the quote. The Clerk to arrange for the work to be undertaken.

IN

The Clerk had reported the blockage at the southern end of Footpath 17 to NCC.

Mr David Daynes had reported footpath 11 had not been kept clear by the farmers over whose land it passed. It was noted the field would be harvested in the next couple of weeks so would be cleared. The Clerk to agenda an item for March to remind the landowners to keep a clear path through their property. The Clerk to also respond to Mr Daynes.

IN

IN

SAM2 Report

Mr Turner had received the new SAM unit and circulated reports between meetings.

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
Morningthorpe recycling centre reopening
Various minor road repairs
Norfolk's Local Outbreak Control Plan
Temporary closure of Lundy Green in the Parish of Hempnall - Anglian Water works to repair a fire hydrant (my ref STRO3912)
Norwich Western Link Local Access Consultation
The British Horse Society Historical Research Volunteers
Norfolk Police – shed burglaries

No further matters were raised from the above.

Items placed directly onto the Parish notice boards were:

Relevant notices/agenda
Notice of inspection rights re accounts

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 details of Mrs Cann
Added Accounts 31-03-20
Added Variance report
Added Bank reconciliation
Added CIL report
Added Annual return
Added Action Plan 2020/21

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No further matters were raised from the above.

Correspondence from Parishioners

Mr Youngman's seat plaque

Mr Youngman had written to request the parish council replace the existing plaque, which had degraded, with a brass plaque. Mr Hook proposed, Mrs Allen seconded, and it was unanimously agreed the Clerk should arrange this.

IN

New Bench

The parish council had been requested to consider recognising the hard, voluntary work of a parishioner. Mr Hook proposed, Mr Rose seconded, and it was unanimously agreed councillors should consider an appropriate way of doing this ready for discussion at the next meeting.

ALL

War memorial

Mr Eric Spenser had volunteered to clean the war memorial for the parish council. The Clerk had explained he thought this had to be carried out by specialist cleaners to satisfy The War Memorial regulations. It was agreed the Clerk should investigate the cost of cleaning and report back to Mr Spenser re action taken.

IN

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 20 May to 21 July 2020. The statement was not materially out of line with the annual budget. Mr Driver proposed, Mr Delf seconded, and it was unanimously agreed the statement be accepted.

Mrs Allen proposed, Mr Rose seconded, and it was unanimously agreed in future the Clerk should circulate the finance reports and correspondence schedule at the same time as the notice/agenda.

IN

Mr Workman left the meeting

Quarterly Budget Report

The Clerk presented the quarterly budget report showing the movements for the quarter ended 30 June 2020 Mr Delf proposed, Mr Driver seconded, and it was unanimously agreed that the statement be approved.

Clerk's Salary Review

Mr Delf proposed, Mr Driver seconded, and it was unanimously agreed that the Clerk's salary be increased by 2.9% and the home allowance be in line with current tax allowance, to take effect from 1st July 2020 his annual salary review date. The Clerk was thanked for his services over the last year.

Parish Partnership Scheme 2020/21

The closing date will be the 4 December 2020. It was agreed to consider suitable projects at the next meeting.

ALL

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Speedwatch

The Clerk had passed on the details of 2 new volunteers the coordinator Lesley Mitchenall.

Mr Delf proposed, Mr Turner seconded, and it was unanimously agreed the Clerk should write to Mrs Mitchenall to explain the relevance of Speedwatch sessions, which play an important part in the road safety measures in the village, as a means of carrying out speed checks at locations identified by our SAM machines as being places where speeding regularly occurs. The Clerk to provide her with data from the SAM2 units so she can see the time and places of most speeding to help her target Speedwatch activity. It would be helpful to know her plans for future sessions.

IN

Items for next newsletter

The Clerk to draft and published when appropriate.

- Green Lane working group
- Community Action group thanks
- VE Day not happening
- Motorbikes
- Trim hedges over pavement (if interfering with progress)
- The posters to be brought to the attention of residents via the newsletter.

IN

Items for next main meeting

- Dates for next year's meetings

IN

Mrs Allen left the meeting

Planning Application

2020/1227 - Mr Julian Wells, Land South off Bungay Road Hempnall - Variation of Condition 2 from 2019/0864 - Plot 19 and 20 to be House Type E1 and change from shared ownership to private. Plot 21 to change from affordable rent to shared ownership. Remove House Type E from the condition.

After much discussion Mr Driver proposed, Mrs Cann seconded, and it was unanimously agreed to recommend refusal and that the following points be made:

IN

- A) In recommending approval for the original application for 23 dwellings on this site Hempnall Parish Council was mindful of the fact that as an allocated site in the Joint Core Strategy the site would be developed for housing and therefore lodging an objection would not lead to refusal of planning permission. However, in our response to the application we robustly put forward our view for the need to include the maximum number of affordable houses in the scheme. At that time our understanding was that 7 of the dwellings would be classed as affordable - approximately one third of the total. We are aware that the GNDP is currently operating a 28% affordability ratio but even this lower percentage should require at least 6 dwellings on this site to be classed as affordable. We were therefore dismayed when the application was passed with only a requirement for 5 affordable houses. The applicant is now attempting to have this number reduced further to 3 affordable dwellings. This is not acceptable to the Parish Council.

Hempnall Parish Council strongly believes that biggest housing need in Hempnall is for affordable homes. We have established this need via a survey conducted with Saffron Housing. Private 3, 4- and 5-bedroom properties of the kind proposed for the land south of Bungay Road are already in plentiful supply in the village – there are usually several available for purchase at any given time. We request South Norfolk Council to strongly support our request for affordable housing to be prioritised in Hempnall and therefore to refuse the reduction proposed in the current application.

- B) We also have concerns regarding the revenue calculations included in the

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Summary Appraisals accompanying this application. We appreciate that in the current Covid-19 context it is difficult to predict the sale price realisable for a new house. However we consider the prices used in the appraisals to be significantly lower than current market values for similar properties in the village and while it is possible that prices could fall in a post covid-19 recession it is also possible they could rise significantly in response to increased demand for properties in rural areas as more people seek to escape overcrowded urban Britain.

A higher sales valuation would increase the profitability of the scheme and strengthen the case for more affordable houses to be included.

- C) The estimated costs of finance at a debit rate of 7.5% seem excessive in the current low interest climate. Clearly a more realistic and lower figure would increase profitability and strengthen the case for more affordable houses to be included.
- D) Planning permission for housing on this site (with 5 affordable houses included) has only recently been granted and Hempnall Parish Council cannot understand why the valuations and costs revealed in the current application were not apparent at the time that permission was granted – these calculations must have been anticipated and known. It appears to us to be a cynical attempt to manipulate the system – i.e. promise more affordable houses to gain permission and then once that permission is secured produce a set of figures questioning the schemes level of profitability in an attempt to reduce the number of affordable houses already agreed in the permission.

Conclusion

The whole process surrounding the provision of affordable housing and the granting of housing allocations and permissions seems to us to be seriously flawed. In regard to this particular site the original requests of the parish council for the number of affordable houses to be at least 7 and for dwellings to be built to the very highest environmental standards have been ignored.

We appreciate that local authorities have to operate within NPPF requirements and that the 20% profit viability test procedure is a reality that has to be factored in. In this instance if all the profits resulting from this development are included, including uplift in land value as a result of the granting of planning permission then the profit (with 5 affordable houses) does already exceed 20%.

We understand that the current system does not factor in uplift in land value into the profit calculation. This is a serious flaw in the process.

It is an action taken by our society (namely the local planning authority) that has added the value to the land through the granting of planning permission. Society should therefore share in that gain. The number of affordable houses allocated in the original permission should not be reduced.

Date of next meeting

The next Parish Council planning meeting will take place on 18 August 2020 virtually or at the Mill Centre at 19:00 and the next main meeting on 15 September 2020 virtually or at the Mill Centre at 19:00.

IN

There being no further business, the meeting was closed at 21:54

Signed _____ Date 18 August 2020

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FINANCIAL STATEMENT

Presented to meeting on 21 July 2020

Current Account

| (Payments)/Receipts since last meeting: | | £ |
|--|--|-----------------|
| 01/06/2020 | CGM May | (56.68) |
| 01/06/2020 | CGM | (197.56) |
| 05/06/2020 | NSIB Interest | 4.88 |
| 06/06/2020 | M&JF Ltd | (90.00) |
| 11/06/2020 | Eon | (12.51) |
| 21/06/2020 | D Hook - Rymans | (6.33) |
| 21/06/2020 | D Hook - John Lewis printer cartridge | (23.66) |
| 21/06/2020 | D Hook - phone | (1.50) |
| 30/06/2020 | tr bpa to c/a | 1,000.00 |
| 30/06/2020 | Ian Nelson Salary | (816.80) |
| 30/06/2020 | AC Environmental Services Ltd - Asbestos removal | (540.00) |
| 30/06/2020 | NSIB Interest | 4.73 |
| 30/06/2020 | Ian Nelson Use of home as office | (52.00) |
| 30/06/2020 | Ian Nelson Use cont'n for internet | (12.00) |
| 01/07/2020 | Tr BPA to C/a | 1,000.00 |
| 01/07/2020 | CGM June | (56.68) |
| 09/07/2020 | CGM Spray | (294.00) |
| 11/07/2020 | Eon | (12.10) |
| 14/07/2020 | Playsafety Ltd - ROSPA report | (107.40) |
| 15/07/2020 | Ian Nelson Salary PAYE | (204.20) |
| 27/07/2020 | Data Commissioner | (35.00) |
| | | <u>(508.81)</u> |
| Closing Balance | | <u>451.26</u> |

Business Premium Account

| (Payments)/Receipts since last meeting: | | £ |
|--|-------------------|-------------------|
| 08/06/2020 | Barclays Interest | 15.75 |
| 30/06/2020 | tr bpa to c/a | (1,000.00) |
| 01/07/2020 | Tr BPA to C/a | (1,000.00) |
| | | <u>(1,984.25)</u> |
| Closing Balance | | <u>62,260.81</u> |