

HEMPNALL PARISH COUNCIL

**Minutes of the Parish Council meeting held on Tuesday 17 November 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 Mike Turner, Mr Peter Workman and the Clerk Mr Ian Nelson.

Members of the public present

County Councillor Alison Thomas to end of County Councillor Update.

Apologies

Apologies were received from District Councillor Michael Edney, Mrs Clare Oakley.

Declarations of Interest

Mrs Allen declared a pecuniary interest in planning application 2020/2036.

Minutes of the previous meeting

Mr Driver proposed, Mrs Allen seconded, and it was unanimously agreed the minutes of the meeting on 20 October 2020 be approved.

Public Participation

See County Councillor Update.

County Councillor Update

Mrs Thomas reported things were hectic re lockdown and in considering how best to stimulate an economic recovery.

The county boundary review was about to be submitted back to the boundary commission. It is likely that Hempnall will stay in the Long Stratton area and at present Topcroft has been added but Wacton removed to West Depwade to keep the numbers balanced. Mrs Thomas thought it would be more appropriate to reverse these changes.

Mrs Thomas has been appointed to the board overseeing the Long Stratton bypass project. She is expecting the developers to submit a planning application in the next few months. If the application is not determined soon it will be subject to purdah and thus delayed until after the May 2021 County Council elections. There will be lots of public consultation. It is hoped construction will start in 2023 and be completed by the end of 2024. Central Government has indicated it will fund 70% of the cost. The developer will pay a contribution as will the LEP. There is no longer a requirement to build 250 houses before the bypass construction starts, however it is thought the bypass must be completed before the 250th house is built.

Covid support groups – Some of these groups are being transformed into good neighbour/helping hand schemes as a lasting legacy. Long Stratton and some other villages are working with Community Action Norfolk (“CAN”) who will provide all the technical support. Volunteers would be welcomed from Hempnall.

Mr Hook pointed out there had been an increase in traffic via Hempnall especially since the new roundabout opened and Mrs Thomas said Tasburgh had noticed the same on its Low Rd. She said there was little that could be done until completion of the bypass, when traffic patterns in many areas could be reassessed.

Mr Rose asked when was B1527 was designated a priority HGV route. The meeting thought this was several decades ago. Mrs Thomas will ask Gary Overland. The status is unlikely to change without a county wide review.

AT

Mr Rose asked Mrs Thomas to raise verge cutting (in line with HPC letter) when considering budgets and Highways policy. Mrs Thomas will ask Highways for the rationale behind the current policy.

AT

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Mrs Allen pointed out the edges of the roads were being damaged by the drainage ditch clearance machines.

Mrs Thomas left the meeting.

District Councillor Update

Mr Edney did not have a report to submit.

Planning Applications

New applications since the last meeting:

2020/1999 - Mr Christopher Sargent, Former Farm Buildings at Wood Farm Fairstead Lane Hempnall - Conversion of traditional former farm buildings to provide a single dwelling with associated development. – Mr Driver proposed, Mr Turner seconded, and it was unanimously agreed that the application be refused as it is outside the development boundary. IN

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2020/2025 - Mr Christopher Sargent, Agricultural Building at Wood Farm Fairstead Lane Hempnall - Notification for Prior Approval for a proposed change of use and associated building works of an agricultural building to a dwelling house (QA and QB) – Mr Driver proposed, Mr Turner seconded and it was unanimously agreed that the application be refused as it is outside the development boundary. IN

2020/2036 - Grant Keys, Land South Of, Bungay Road, Hempnall - Discharge of conditions 3, 9, 10, 11, 18, 22, 23 and 24 from 2019/0864 - (3) Roads, footways, cycleways, street lighting, foul and surface water drainage, (9) Traffic Regulation Order, (10) Fire Hydrant, (11) Noise impact assessment, (18) Hard and soft landscaping works, (22) foul water and sewage disposal, (23) surface water drainage, (24) Visibility splay, landscaping and maintenance. – Mr Hook proposed, Mr Delf seconded, and it was unanimously agreed that the application be approved. IN

Applications approved since the last meeting:

2020/1640/1756 - Mr Michael Cotton, The Chestnuts, Lundy Green, Hempnall - Details for condition 3 (partial) of 2019/1964 - (3) windows and doors

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. – The Clerk has chased Mr Watts but received no response. IN

Matters arising from previous Parish Council meetings – completed

Destruction of trees in conservation area re The Deals Mill Rd/Field Lane Hempnall

The Clerk had written to SNC who were intending to place Tree preservation orders on several of the trees on site. IN

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Footpath Maintenance – footpath 6

The Clerk had reported the following to NCC Highways: The style at the northern end of footpath 6 (meeting B1527) in a dangerous state.

Play equipment cleaning

Mr Balaam had been informed of the council's decision.

Potholes / subsidence

The Clerk had reported to NCC Highways who had undertaken repairs.

30mph sign repair - Krons

The Clerk had reported the 30mph sign on The Krons as bent and rusty to NCC Highways. They responded as follows on 16/11 – *“We have inspected and are going to resolve the problem - After investigation we have confirmed action is required. Defects are scheduled for repair depending on the nature of the defect and work needed but on average can take approximately 6 weeks.”*

Car parking - Roland Drive

The Clerk had written a letter to residents of Roland Drive, which Mrs Cann had kindly delivered. Mrs Cann reported that the position had in fact deteriorated.

Mrs Banham Schaay had called the Clerk in response to the letter to point out that cars often travel far too fast around the corner at the top of Roland Drive.

It was noted that since the letter parking had not improved. Mr Hook proposed, Mr Delf seconded, and it was unanimously agreed the Clerk should report the problem to the police and ask them to enforce the law in regard to illegal parking in Roland Drive.

IN

Krons / Fairsted Lane rat run

The Clerk had written to NCC highways with the concerns and informed Mr & Mrs Johnson and Mrs Oldfield of this and other action taken by the parish council to date.

Parking across school crossing

The Clerk had written to McColls regarding delivery lorry parking. They had responded as follows: Their distribution provider, DHL said *“the delivery point risk assessment advises that no deliveries during “School Times”. I think that should be amended to the actual times in which this will be updated and addressed with the relevant drivers. The message will be clear not to park on the Zig-Zag lines. The risk assessment is due for updating and the whole delivery area and times are due to be re checked this is due to be completed by the end of next week. On Behalf of DHL, please accept our apologies for what happened on this occasion”*

The Clerk had informed the relevant parishioners and thanked McColls for their prompt response.

Village Hall Car Park damage

Mrs Allen reported that the village hall committee were dealing with the matter via its insurance company which had agreed to replace the damaged items with 750mm high railings.

Dangerous manhole

AWA had reported the Manhole cover has now been marked up in yellow and a marker post beside the cover.

Footpath 15 sign

NCC Highways had replaced the footpath sign at the Silver Green end of footpath number 15.

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Moles

Mr Whiting is liaising directly with the football club.

War memorial cleaning

The Clerk had engaged H L Purfitt Ltd who had completed the work to a good standard.

Community awards

The nomination forms had been submitted and the nominees informed. The awards had been made.

Government white paper on planning reform / Civic Society Questionnaire response

Messrs Hook, Rose & Driver had drafted and the Clerk submitted the response.

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 developer and NCC.

IN

Play area equipment

We await Mr Webb's recommendations.

RD

Play area capital / maintenance reserve.

Awaiting suitable time to confirm amount.

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

Footpath 18 Bridge

It was noted that footpath 18 repair had already been logged by NCC.

IN

Cats Eyes on B1527

The Clerk had written to NCC Highways and a response is awaited.

IN

Permissive path

We await a progress report from Mrs Oldfield.

IN

Dog bin location Field Lane

Awaiting physical meetings to recommence so Mr Paul Scott can be invited.

IN

Next year's meetings

The Clerk had made provisional bookings with both the Village Hall and the Mill Centre pending Covid-19 restrictions. To be confirmed as government guidance allows.

IN

Website accessibility requirements

The Clerk had engaged Broadland Digital to make our website compliant so the Clerk can complete and published the accessibility statement. The Clerk had chased and been promised completion soon.

IN

Fly tipping/stream contamination

We await feedback from Lois Peters, Environment Officer, Norwich Waste Team (East Anglia Area) of the Environment Agency who last updated on 22 September and is awaiting access to undertake a site inspection. It was noted EA officers had been in the area recently.

IN

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Footpath cutting schedule

We await supply of the schedule from NCC footpath officer.

IN

Matters arising from previous Parish Council meetings – for discussion

Vehicle activated sign on B1527

The design of a flashing 20mph speed sign submitted by the developer had been circulated prior to the meeting however it was noted the original agreement was for a sharp bend sign.

Mr Delf proposed, Mrs Cann seconded and it was unanimously agreed the Clerk is to respond to point out the sign should be a sharp bend sign and to also point out that while the plan (20 mph Gateway Plan - HEMP-CF-ZZ-XX-DR-A-9100) shows the correct location for the sign the plan key describes the location incorrectly.

IN

Parish Partnership 2020/21

The Clerk to received quotes for the work on the bridges from Mr Dye for a total of £1629.50 plus VAT of which the parish council would pay 50%. Mr Delf proposed, Mr Workman seconded and it was unanimously agreed the Clerk should accept the quotes subject to successful gain of the Parish Partnership funding. The Clerk will also now gain written support from the PROW officer, Frances Salway and Mr Edney

IN
IN

Green Lane

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

DH

Parish council noticeboard

Mr Delf reported he has looked at again and found 16 allen key grub screws holding in the panel many of which were rusted up. Mr Delf will try and clean the surface of the panel instead of trying to remove it.

RD

Re-wilding project / Parish Land

Mr Driver had supplied the map of suitable areas for rewilding to the Clerk who had sent it together with cover email to the organisers of the rewilding project.

The Clerk had investigated the ownership and use of Hugmore triangle and found no deeds but had liaised with SNC's solicitors, Birketts to investigate. They charge £150 per hour so no further action had been taken yet. Mr Delf will speak to Jimmy Rogers who may know the history of the land and be able to direct the Clerk's further research.

RD
IN

The Clerk to also further investigate a 6 acre area just south of the B1527 at the west end of the village to ascertain if it is owned by the Parish Council.

IN

Play Area Repairs & ROSPA report

The following work requirements are outstanding:

- The static goal is leaning
- The fibre glass slide was starting to chip off and needed replacing.
- The youth shelter needs painting.
- A bolt at the bottom of the slide needs replacing.
- The rocking horse may need replacing
- The bark supplier has promised to be in touch as soon as supplies of bark are available.

RD

The Clerk had taped off one of the rockers as a bolt was missing.

Speedwatch

It was noted Speedwatch coordinators had been advised not to be active during lockdown. Councillors to urgently consider a suitable person to take over as coordinator as from January 2021

ALL

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SAM2 Report

Mr Turner had circulated reports between meetings.

It was noted the speed of vehicles entering the village at Broaden Lane remains high. The Clerk to send a history of SAM2 results to the police and request they attend at the relevant times.

IN

It was agreed to put SAM2 units at the Krons and Broaden Lane to establish how many vehicles used this route as a rat run. The Clerk will supply some historic statistics as well.

MT/IN

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

Emergency road closure in the Parish of Woodton - AW burst water main

Mobile Libraries are back out on the road

Planning team contacts and clusters

Roadworks notification

NCC Annual Budget Consultation

Roadworks likely O/S Boyland House

Speedwatch suspension

Roadworks likely- Description: Hempnall V6021 - Pon 784882 - Cable Jointing And Splicing To Complete Bt Spine Works In Fw/Verge/Cw - Location: From The Junc Of The Krons To Approx 956m Sw On Hempnall Rd, Fritton

Roadworks likely - Description: Hempnall V6021 - Pon 784985 - Overlay Lay Approx M Of Duct 54/56 In To Link Existing Bt Boxes To Facilitate Spine Cabling Works - Location: O/S Boyland House

Circulated since the issue of the correspondence list to councillors:

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

No further matters were raised from the above.

Correspondence from Parishioners

Roberts Close / The Street footpath safety

Mrs Clare Oakley had written to highlight “*when walking through the cut through from Roberts Close in Hempnall towards The Street it is challenging crossing directly across the road due to cars often parked directly opposite the footpath opening, however there is no notices to state there is a footpath there. There is also no dropped curb opposite, which means that a straight cross of the road is impossible for those who rely on a wheelchair in particular.*”

She had written to NCC Highways who had referred her to the parish council.

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Mr Hook proposed, Mr Delf seconded and it was unanimously agreed the Clerk should write to highways outlining the safety issues. Possible solutions could be putting down a change of road surface (Red); dropping the kerb opposite the footpath exit; putting a solid white line covering the footpath exit and the opposite side of the road to prevent cars parking there; erecting children crossing signs; having a finger post. The Clerk to also highlight the traffic speeds from SAM2; the use by children and prams and the fact NCC have turned down a footpath off the estate along Broaden Lane.

IN

Hempnall Surgery

Mr Hook indicated Mr Wayne Rawlines the practice manager had reassured him the future of Hempnall practice is secure and that the practice was currently investing in the infrastructure. Mr Hook will respond positively.

DH

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 11 September 2020 to 12 November 2020. The statement was not materially out of line with the annual budget. Mr Delf proposed, Mr Driver seconded, and it was unanimously agreed the statement be accepted.

It was agreed the Clerk should seek a deposit account as the NS Bonds would soon be ceasing.

IN

Quarterly Budget Report

The Clerk presented the quarterly budget report showing the movements for the quarter ended 30 September 2020. Mrs Cann proposed, Mrs Allen seconded, and it was unanimously agreed that the statement be approved.

D Cracknell

Mrs Allen proposed, Mr Turner seconded and it was unanimously agreed that a gratuity of £750 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

Local Restrictions Support Grant (LRSG)

The Clerk had considered a claim of £1,334 for the MUGA however as it was not a legal requirement to close the MUGA (An additional requirement from that of the first claim) he did not feel the council met the criteria so no claim was made.

The Village Hall AGM

This will take place on Thursday 19th November at 7.3pm. Mrs Allen, being the parish council's representative should be re-elected by the Village Hall committee. The AGM is open to any councillor to attend. The Clerk to inform the Village Hall secretary.

IN

Bridge Cottages sewage backup issues

Mrs Allen reported a parishioner living in the most northerly Bridge Cottage had complained again that AWA were not attending to the issue of sewage backing up and had asked if the parish council could help.

Mr Delf proposed, Mr Turner seconded, and it was unanimously agreed the Clerk should write to AWA.

IN

Rubbish in bus shelter

Mrs Allen reported a parishioner living opposite the bus shelter had made her aware that he was clearing up rubbish from within the bus shelter on a daily basis. It was agreed there was little that could be done during lockdown.

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NCC Annual Budget Consultation - verge cutting review

Mr Rose proposed, Mr Hook seconded, and it was unanimously agreed a response should be made by the Clerk to the consultation (with a copy to Mrs Thomas) covering the following:

Whilst acknowledging NCC stated policy, and recent correspondence, of roadside cutting for safety only, several members of HPC, being members of Advanced motoring institutions, believe that the cutting lists may be years old and that in particular cutting in Hempnall could be reduced, while still maintaining safety. This could be replicated among other parishes.

A copy of NCC's previous response to be included and propose that a review of the cutting schedules might be prudent.

The potential benefits are twofold; reduced cost and the ecological/environmental benefits to the beleaguered invertebrates and pollinator species.

Examples of progressive councils that have done this, AND SAVED MONEY, are Dorset and Lincolnshire. IN

Items for next newsletter

It was noted that Outlook would now only be issued electronically, so the following items should now be actioned by the Clerk:

The Clerk to draft and published when appropriate.

- Green Lane working group
 - Community Action group thanks
 - Trim hedges over pavement (if interfering with progress)
 - The dog fouling posters to be brought to the attention of residents via the newsletter.
 - Polite parking
 - Speedwatch request volunteers
- IN

Items for next meeting

- Playing Field / Village hall rental setting
 - Precept
- IN

Date of next meeting

The next Parish Council planning meeting will take place on 15 December 2020 virtually at 19:00 and the next main meeting on 19 January 2021 virtually or at the Mill Centre/Village Hall at 19:00. IN

There being no further business, the meeting was closed at 21:25

Signed _____ Date 15 December 2020

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FINANCIAL STATEMENT

Transactions to 12/11/2020

Current Account

(Payments)/Receipts since last meeting:	£
16/09/2020 CGM PF Aug	(114.00)
28/09/2020 SNC - Precept	8,925.00
30/09/2020 T Balaam - Covid cleaning play area	(214.29)
30/09/2020 tr bpa to c/a	1,000.00
30/09/2020 Ian Nelson Salary	(866.49)
30/09/2020 Ian Nelson Salary	(52.00)
30/09/2020 Ian Nelson Salary	(12.00)
01/10/2020 Tr c/a to BPA	(8,000.00)
01/10/2020 CGM Sept	(56.68)
04/10/2020 Mark Ashford - Village sign painting	(416.00)
05/10/2020 NSIB Interest	4.73
08/10/2020 CGM PF Sept	(228.00)
11/10/2020 Eon	(12.10)
15/10/2020 Ian Nelson Salary PAYE	(210.00)
15/10/2020 Delfs Garage - PPE and cleaning products for play area	(19.18)
15/10/2020 Norfolk Parish Training Support - J Cann Training	(50.00)
15/10/2020 Zoom x 3 months	(43.17)
15/10/2020 Post Office stamps	(1.30)
15/10/2020 Tesco J Clothes for T Balaam	(2.30)
17/10/2020 Delfs Garage - PPE and cleaning products for play area	(38.35)
20/10/2020 Barnby Tractors	(188.40)
26/10/2020 SNC - Community Infrastructure Levy	951.27
30/10/2020 K&M Lighting Services - Streetlight maintenance	(121.96)
31/10/2020 T Balaam - Covid cleaning play area	(192.86)
05/11/2020 CGM Oct	(56.68)
05/11/2020 NSIB Interest	4.88
06/11/2020 Eon	(12.51)
09/11/2020 SNC Dog bin emptying	(353.28)
09/11/2020 Hempnall FC	355.00
	<u>(20.67)</u>
Closing Balance	<u><u>2,726.34</u></u>

Business Premium Account

(Payments)/Receipts since last meeting:	£
30/09/2020 tr bpa to c/a	(1,000.00)
01/10/2020 Tr c/a to BPA	8,000.00
	<u>7,000.00</u>
Closing Balance	<u><u>76,269.51</u></u>