

# Brandon Parva, Coston, Runhall & Welborne Parish Council

Minutes of Meeting, held on Wednesday 8 March 2017  
In Welborne Village Hall at 7.30pm.

**Councillors present;** Trevor Curson (vice-chair), Clare Kay, Peter Wood, Andrew Egerton-Smith and Simon Guest.

Also present were Bev Long (clerk) and two members of the public

**Apologies received;** Mike Webb, Carolyn Bailey, County Cllr Margaret Dewsbury, District Cllr Michael Edney and footpath warden Jane Brown.

**Declarations of Interest;** *Trevor Curson is a Trustee of Welborne Village Hall, Mike Webb & Trevor Curson are members of one of the committees of Welborne Village Hall. Andrew Egerton-Smith is a member of the Parochial Church Council of All Saints Church, Welborne. Peter Wood and Mike Webb are trustees of Runhall Recreation Ground. In a small village, some overlap of membership between village organisations is inevitable. There may be occasions when decisions are taken which affect Welborne Village Hall, Runhall Recreation Ground or Welborne Church and it is not possible to carry out the business of the council without those named being involved in such decisions.*

**Nothing further declared.**

**Trevor Curson chaired the meeting.**

**Minutes of meeting;** the minutes from the meeting on 11 January 2017 were agreed and signed.

## **Matters Arising; (not covered elsewhere)**

1...Footpath Warden – Another possible volunteer has come forward – clerk to contact them. Role descriptions to be sent round for councillors to view and following approval would be placed on the website

2... Transparency Fund – clerk confirmed £709.90 had been received.

3... Anglian Water Sewerage meeting – Public meeting attended by Peter, Andrew and Mike. Details concerning road closures would be placed on the website. Mike communicating with county council regarding a possible ‘one way’ system operating during closures. The first road closure is proposed from 3<sup>rd</sup> April. Work is expected to last approx. 6 months.

**Residents questions;** none

Agenda order revised due to public attending for planning applications.

## **Planning;**

1... Application 2017/0262 – Mr James Francis, Coston Lodge, Coston. NR9 4DT. Removal of condition 2 of permission 1977/0716 (bungalow) – agricultural occupancy tie. Plans and documents viewed by councillors. Mr & Mrs Francis explained that they would like to live in the bungalow but due to the agricultural tie condition they are unable to (they do not qualify). The property has been on the market for 6 months but not sold. If condition not lifted, then they would have to rent to agricultural tenants which they feel would also not be feasible. The property would need considerable refurbishment/building work and separate planning applications would

be made concerning this in the future. Councillors discussed and could see no reason why the agricultural tie shouldn't be lifted therefore the application was approved.

2...Application 2017/0127 – Mrs Alison Potter, Tollgate Barn, Mattishall Rd. Welborne NR20 3LW – proposed garden room and porch extensions on rear elevation. Plans and paperwork view by councillors. Mrs Alison's email was read regarding reason for application – to accommodate her daughter, husband and growing family. After a discussion councillors agreed to approve the application with comments regarding it being in the curtilage of a listed building and whether it would now be classed as 1 or 2 dwellings with regard to council tax.

3...Creeping development issues – deferred to next meeting due to absence of councillor taking this item forward.

## **Matters for discussion;**

1.. Governance Review – Mike had attended the presentation by South Norfolk and submitted to councillors a summary of the presentation. Michael Edney had also requested to speak with the council on this matter so it was agreed to defer it until the May meeting and include on the agenda for the parish meeting in April.

2...Mattishall Neighbourhood plan – consultation. It was agreed that Mattishall should be congratulated for producing this. The council had no comments to submit about its contents.

3...2016/17 Grant applications. Grant applications received were discussed in light of the Transparency fund grant being received. It was felt that the community applications from Runhall Play area and allotments towards insurance costs should be supported. Clerk to inform organisations that their application for £197.09 and £123.19 respectively has been granted. Applications from Runhall PCC and Welborne Village Hall would be informed that unfortunately their applications have been unsuccessful this year.

4... Notice boards – Clerk meeting with Peter Broome (chair of the Tiffey Valley neighbourhood area next week to complete paperwork regarding purchase of three notice boards – for Brandon Parva, Coston and Runhall. After viewing three options councillors agreed to purchase 3 x Post mounted green 6 x A4 sized aluminium boards at a cost of £1264. It was also agreed the council would cover the short fall of £264 if required.

5... Annual Parish Meeting – Mike to liaise with Dean Sully our speaker. Clerk to send out invites and draft an agenda. Councillors to speak to and invite as many parishioners as possible.

6... PC email data security – deferred to next meeting

7... Parish Walks – Andrew updated the council – has walked the majority of footpaths in parish with no real problems – had not walked footpaths on Banham's land since September but would try and rectify this asap.

8...Clerk had received an email regarding a South Norfolk Tree Warden Network committee. We currently don't have a tree warden – previous wardens had found that there was not much activity in the parish for a tree warden due to lack of public land so details would be placed on the website and the next newsletter.

9...Website – discussed 'parish plan tab' – and agreed information on this tab would be included under documents and tab renamed news/info. Events happening in the parish, for example, could then be placed here.

## **Parish Plan - action plans;**

1...Next steps – Update; Clerk had sent a letter to Norfolk County Council regarding current school catchment areas for Welborne residents but no reply had been received to date. Clerk to chase. Establishment of community based groups – Jane emailed to say she had applied for a 'Go for it' grant from South Norfolk District council and had been

successful. A meet and make group has been set up and meets 1<sup>st</sup> Thursday of the month in Welborne Village Hall.

2...Parish Plan background papers, statistics and associated information on website. Despite several emails the background papers have not appeared so it was agreed the matter could not be taken any further.

3... Discussion took place regarding new houses in the parish – infill houses, one or two. Michael Edney spoke about this at a council meeting a few months ago, detailing the possibility that this would be allowed in the future. Clerk to email Michael to ask for an update on the situation.

## **Reports from District & County Councillors & Parish Councillors;**

No reports received.

## **Reports from others;**

**Parish Cllrs** – none

**Litter warden** – none

**Footpath warden** – Jane (Runhall) reported that Copper Lane field side scrub had been taken down to ground level by Coston Farms. She was still in discussion with Community Payback regarding clearing this footpath but no progress had been made to date. Fran's Loke footpath was blocked by a tree following storm Doris – Trevor updated council – blockage had been cleared away today. Clerk to update Jane. Footpath across the field to the rear of Hill House Farm and the Turkey Farm has crop growing in it but no clear pathway. Andrew volunteered to talk to the owners and ask them to mark out a clear route. Jane also reported that she had some information sheets that would be put on the notice boards in the parish and that a sign post on Banham's Land was directing walkers further onto the land not in the correct direction. NCC had been informed.

## **Highways;**

1...Issues reported; Pot-Holes –Black Horse Lane – Runhall. Clerk to report to Norfolk County Council.

2... Drain - Herring Lane – Coston – Margaret Dewsbury had reported this to Paul Sellick, Highways. No further updates available.

3...Clerk to report that grips had been cleared around the parish by Norfolk County Council but the ditches were now full - a lot of it the grips mud. Clerk to email Paul Sellick.

## **Finance;**

1... Cheque payments; Welborne Village Hall, hall hire - £108. Welborne Village Hall, photocopying costs £60. Clerks expenses and pay £881.25 were agreed and signed.

## **Correspondence;**

Clerk to continue forwarding electronic information received. Items since last meeting; Weekly listings of new and decision planning applications from South Norfolk Council, Police Connect messages,

**Next Meeting** – agreed as 19 April – annual parish meeting and next parish council meeting – 17 May, this meeting is the AGM. Mike asked the clerk to inform the council that he will stand down as Chair at this meeting.

Clerk to inform Mike of items for the newsletter and circulate for all to agree.

**There being no further business the meeting closed at 8.45pm**