

Brandon Parva, Coston, Runhall & Welborne Parish Council – Meeting Minutes

Wednesday 8 January 2020 at 7:30pm, Welborne Village Hall

Parish Councillors present: Simon Guest (Chair), Clare Miller, Andrew Egerton-Smith and Mike Webb. Also, in attendance: Bev Long (Parish Clerk), County Cllr Margaret Dewsbury and three members of the public.

1 Apologies for absence

Apologies were received and accepted from Cllrs Clare Kay, Peter Wood and Carolyn Bailey.

2 Members declarations of interest in items on the agenda and requests for dispensation

Clare Miller declared an interest in item 4.3 and Mike Web for item 4.1.

3 Approval of the minutes of the meeting held on 20 November 2019 and planning meeting on 3 December 2019

The minutes were approved and signed by the chair.

4 Matters arising from the minutes – not covered elsewhere

4.1 Holly Brook Farm – Simon updated meeting - SN enforcement officer confirmed that the business operating from the premises does require planning permission and will check the position in late January. Gateway has been approved by highways. It was discussed regarding this situation and generally about planning decision being complied with. Item to be placed in the newsletter asking public to report any issues or concerns.

4.2 Road Name Signs – clerk to chase.

4.3 Bins/Rubbish in Runhall – still an issue. Simon to contact Richard Elliott.

4.4 Parish Council grant applications – 1 application - to be discussed when budget considered later in the meeting.

4.5 Norfolk County Council budget consultation 2020-2021 – Simon reported that he received mixed feedback which he submitted as agreed.

4.6 Norfolk Fire & Rescue Service draft integrated risk management plan – no comments received.

5 Matters for discussion

5.1 GDPR – no issues raised

- 5.2 Western Link Road – further consultations being sent so the parish council can advise about affected roads. Margaret to pass email to clerk to circulate.
- 5.3 Police Budget Consultation – Simon to circulate link for website and to councillors.
- 5.4 Annual Parish Meeting – 22 April – Mr and Mrs Miller have confirmed they are ok to speak – clerk to send out invites as in previous years.
- 5.5 New Website Accessibility Regulations – clerk advised this new regulation must be completed by September 2020. Steve Jackson via the Norfolk PTS can update our website for a fee of £45. Clerk to contact him for further advice and an appointment.

6 Planning

- 6.1 Planning History/Decisions 2019 – update given – Tollgate Barn has been withdrawn.
- 6.2 Any time limited planning – none presented.

7 Residents Questions

- 7.1 Public – concern regarding grass verge and ditch on The Green, Runhall. Suggestions included wooden posts, letter to residents. Initial reply from highways was not found to be helpful. Simon to contact Bob West (Norfolk County Council Highways) requesting a meeting – Clare Miller happy to meet with Bob.

8 Reports from District Cllr, County Cllr and Parish Cllrs

No reports received.

9 Reports from Others; Litter wardens, Fuel co-ordinator, Countryside ranger

None received

10 Highways

- 10.1 Email – water problems on Church Lane, Coston. Simon had passed this onto Bob West (NCC highways)
- 10.2 Highways grid updated and outstanding issues discussed – passing places along Runhall Road had been completed. Discussed ditch cleaning – Clare Miller proposed a task team to clear ditches – item to be placed on the next agenda. Clare also talked about a community event – possible litter pick. Item to be put in the newsletter to gauge interest from parishioners and to be placed on agenda for our next meeting. It was reported that Hannah Wimhurst had been litter picking in Coston as part of her Duke of Edinburgh award – thanks will be placed in the newsletter.

11 Finance

- 11.1 Budget and Precept – draft budget as circulated prior to meeting was discussed including a review of the insurance and website costs before the next renewal. It was agreed to award the grant applied for by Runhall Allotments of £126 for their insurance costs and to set the precept as £4,055. This would mean that the amount households pay would remain at the same level as last year.

11.2 Cheques for approval and signing – the following amounts/cheques were approved and signed. Welborne Village Hall, Hall hire for 2020 + 2019 planning meetings - £132, Simon Guest, newsletter printing costs - £31.96, Clerks pay & expenses – including pay increase wef 1 Apr 19 as contractually agreed - £804.39

12 Correspondence – items circulated prior to meeting for information

12.1 Email – defibrillator outside Welborne Village Hall – discussed and agreed to investigate further. Andrew Egerton-Smith volunteered to find out more information regarding costs, maintenance, position etc

12.2 Phone call – Dog fouling in Welborne – item to be placed in the next newsletter.

13 Next meeting date – 11th March 2020

14 News from BPCR & W parish council – agreed items for next edition from meeting - Simon not available to print next edition – Andrew volunteered to print and distribute once draft received from Simon.

The Chairman closed the meeting at 8:40pm