

Brandon Parva, Coston, Runhall & Welborne Parish Council

Minutes of Meeting, held on Wednesday 11 January 2017
In Welborne Village Hall at 7.30pm.

Councillors present; Mike Webb (chair), Carolyn Bailey, Clare Kay, Peter Wood and Simon Guest.

Also present were Bev Long (clerk) the County Cllr Margaret Dewsbury, District Cllr Michael Edney along with Jane Brown (footpath warden).

Apologies received; Andrew Egerton-Smith and Trevor Curson.

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.

Mike Webb welcomed Simon to his first meeting.

Declaration of Acceptance of Office; Simon signed necessary paperwork, witnessed by the clerk.

Minutes of meeting; the minutes from the meeting on 30 November 2017 were agreed and signed after the following amendments were made; Parish Plans – final sentence amended to *‘Clerk & Chair to keep a record of discussions and progress of the ‘next steps’;* Planning – item 1 – final sentence amended to *‘Michael Edney advised that a design manual was available on South Norfolk’s website and was asked if he would speak to the planning team at SNC to ask for a meeting with himself, the Parish Council and relevant members of the SNC planning team with a view to discussing future development on the Welborne site (Brick Kiln) which was a concern to the Parish Council. Michael Edney agreed to action this.*

Matters Arising; (not covered elsewhere)

1...Footpath Warden – No further volunteers have come forward. Margaret to find out any further information about the role

2... Website – thanks given to Carolyn for photos submitted. Old website had now been removed.

3... Newsletter distributor for Brandon Parva – Helen Lloyd from Welborne has come forward to volunteer. Carolyn told the council she was more than happy to walk round with her on the first delivery as some of the houses were tricky to find!

Residents questions; none

Matters for discussion;

1.. Transparency Fund – submitted to Norfolk ALC who in turn have submitted it to the National Association of Local Councils. Clerk will receive an email with results when available.

2...Budget/Precept – previously circulated to Cllrs. Discussed and agreed that council would follow the recommendations made last year of a 10% increase. Clerk to submit paperwork to chair for signature. Precept would be £3746 this includes the £53 grant from South Norfolk Council.

3...2016/17 Grant applications. Deferred until the outcome of the Transparency funding application is known.

4... Notice boards – Michael Edney confirmed that £1000 would be available from the Tiffey Valley Board. Clerk to obtain quotes.

5... Annual Parish Meeting – it was confirmed that Dean Sully would be our speaker. He would talk about Welborne Church's 'Fawlty Tower' project and historic buildings in general.

6... Norfolk Parish Training & Support – circulated prior to meeting. Clerk updated council – low cost support service for parish & town councils in Norfolk provided by the Norfolk Parish Training and Support team. Cost is 1% of precept total. Discussed and council agreed to subscribe.

7... PC email data security – Carolyn addressed the council about electronic communication security. Mainly having email addresses specific to Cllrs not accessible by family members. Discussion followed regarding, sharing devices, transparency, data protection. Clerk to find out if there are any recommendations that we could follow. Item to be placed on the March meeting agenda.

8... Parish Walks – Andrew absent from meeting so no update available.

Parish Plan - action plans;

1...Next steps – Update; Michael Edney advised the council that there was no land in the parish owned by South Norfolk District Council. It was therefore agreed that council was not able to do anything about the 'problem of parking in Welborne by the Village Hall and Church' although parking for large events may be possible on an adjoining field with permission from a local farmer.

Next steps would be;

'School catchment areas for Welborne residents' – although the council agreed that Norfolk County Council would not be able to change the current boundaries the clerk would contact them about this.

'Establishment of community based groups' – item to be placed in the newsletter. Thoughts about the type of groups that could possibly be formed were – birdwatching, gardening, dog walking, toddler groups, local history groups, farmers and fishing, exercise and running, bridge and card games, book club, knitting, painting. Michael Edney advise that a 'Go For It' grant of up to £300 was available from South Norfolk District Council to help people set up groups of the above nature.

2...Parish Plan background papers, statistics and associated information on website. Clerk to move this forward.

Reports from District & County Councillors & Parish Councillors;

District Cllr Michael Edney updated the council with South Norfolk Council's news: Budget Consultation on new South Norfolk website – encourage all to take part; Medium term financial plan – new houses, £2.5million need to be found. Ideas to fill the void – share director levels, one off savings, ideas sort from staff. They are talking to Broadland to share ideas; Currently employ only 430 staff so not able to trim workforce so looking at everything.

County Cllr Margaret Dewsbury updated the council with Norfolk County Council's news; Always working on finances – likely to be nearly a 5% precept, looking to balance the budget without using too much reserve; Food Hub – Food enterprise Zone, Broadland

consultation exercise, public meetings at Easton on 23rd Jan, Marlingford 17th Jan and Colton 1st Feb. Everyone urged to attend – traffic could be a concern in our parish;

Michael and Margaret were thanked by the chair for their contribution to the meeting.

Reports from others;

Parish Cllrs – New residents in School Lane Cottages, Number 3 – clerk to send a welcome pack.

Litter warden – Coralie (Brandon Parva) reported that the litter is now a lot less than when she first started in the role however the road from Brandon Parva ‘t’ junction to the bridge in Barnham Broom still has a lot more litter dropped on it than anywhere else in the locality. Coralie concluded by stating that she is always amazed and disgusted by the lack of thought and care for the environment that some people have when it comes to dropping litter.

Footpath warden – Jane (Runhall) reported that Copper Lane was open but lots of crushed nettles and brambles were under foot. She would look into getting a local farmer to perhaps help clear it. She would also like to move forward with obtaining sign posts for the footpaths and in the future, produce a footpath leaflet. Discussion followed regarding Copper Lane being a bridle path; contacting Paul Sellick – Highway engineer for further information and help and looking at the definitive map of the area.

Highways;

1...Issues reported; Pot-Holes – Church Lane, bottom – Welborne, Herring Lane – Coston, Black Horse Lane – Runhall. Clerk to report to Norfolk County Council.

2...Rangers – no further communication received or evidence of work being done.

3... Salt Bin – Anne Bone had ‘sign written’ the council name on the salt bin. Anne -via Carolyn was thanked very much for this. Carolyn reported that Anne was more than happy to help again if she was able but would appreciate the item being available to her before placing it into its position in the parish!

4... Carolyn advised the council that she had witnessed a lorry recently in Coston clearing out drains. When she approached the occupants to ask them if they could clear a drain along Herring Lane, whilst polite, they advised her that they were not able to do this. Unable to back up the vehicle although only a few metres away from the said drain. Clerk to forward details to Margaret who said she would investigate further for us.

Finance;

1... Cheque payment of £45 New Cllr induction training for Simon Guest was 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,

1... Anglian Water newsletter – sewerage provision

Planning;

1...Brick Kiln Cottage – Welborne. Concern was raised concerning the growth of this development. Michael Edney advised the council that he had spoken to South Norfolk planning department, following our last meeting and that Jacqui Jackson was happy to speak to us, if we wanted to contact her, about our concerns. This wasn't about a specific

planning application but about the general concern about 'creeping development' Carolyn was happy to contact Jacqui and speak to her on our behalf. Carolyn would circulate notes/questions/thoughts for council to agree before contacting Jacqui. After a discussion councillors agreed for Carolyn to take this forward.

Next Meeting – agreed as 8th March 2017.

Agenda items – Council procedure documents.

Mike would produce a draft newsletter and circulate for all to agree.

There being no further business the meeting closed at 9.20pm