

Brandon Parva, Coston, Runhall & Welborne Parish Council

**Minutes of the Parish Council Meeting, held on Wednesday
17th January 2018 In Welborne Village Hall at 7.30pm.**

Councillors present; Mike Webb (chair), Peter Wood, Clare Kay, Carolyn Bailey, Andrew Egerton-Smith and Simon Guest (vice chair).

Also present were Bev Long (clerk), Jane Brown (footpath warden) and one member of the public.

Apologies received; County Cllr Margaret Dewsbury.

Declarations of Interest; *Mike Webb is a member 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.*

To receive declarations of interest in items on the agenda and requests for dispensation: no declarations received.

Minutes of meeting; the minutes from the meeting on 29th November 2017 were agreed and signed.

Matters Arising; (not covered elsewhere)

1. Anglian Water Sewerage work – emailed received from Anglian Water – returning next week to inspect & rectify grass triangle outside village hall. The triangle hasn't been reinstated to the correct level or hardness. Mike to reply to AW.
2. Dereham Walkers – walk packs – clerk replied stating we would be happy to 'hold' some of the packs when published.

Residents' questions;

No questions.

Parish Plan - action plans;

1. Parish plan update had been added to the website – reference would be included in the next newsletter. Three things were identified as requiring continued work – mobile phone coverage, footpath warden & communications – Simon agreed to draft ideas regarding website communication for the next meeting.

Matters for discussion;

1. Co-option – due to legal restrictions co option applications could not be progressed at this meeting. It was agreed that the application deadline date be extended to 1st March and placed on the next meetings agenda.
2. Broadband and Mobile phone coverage – Julian Pitt from South Norfolk was contacted by the clerk and will investigate the areas in question.
3. Annual Parish Meeting – Tom MaCabe, Executive Director of Community & Environmental Services at Norfolk County Council has accepted our invitation to give a presentation. Item to be placed on the next meeting's agenda.

4. Members Highway Grant – play area sign proposal from Margaret Dewsbury. In Margaret’s absence item carried forward to next meeting’s agenda.

Reports from District & County Councillors & Parish Councillors; Parish Cllrs;

- New Notice boards great but due to their ‘closed’ nature there appears to have been an increase in notices appearing in other areas – i.e.; Telegraph poles.
- Newsletter – please could volunteers who have cleaned grips in the parish be thanked and a reminder to landowners that it is their responsibility to clear ditches on their land.

Reports from others;

Litter warden - none

Footpath warden – Job description discussed along with aim of the post – agreed to combine Footpath and Tree warden to become a Countryside Ranger – job description to be included in the next newsletter and put on the website. Jane to produce a ‘poster/advert’ for approval at the next meeting.

Highways;

1. Highways tour update – work we are waiting to have done will be actioned in the new financial year or when the weather improves – Mike to chase.
2. Rangers – not much response from Cllrs for possible jobs the rangers could do – clerk responded to inform them
3. Pot holes reported – T Junction near Runhall Church, Barnham Broom Rd in Coston and Mattishall Rd from Runhall – clerk to report to Norfolk County Council. Farm machinery on our roads was also discussed – what are the rules and regulations? Clerk to ask Michael Edney if he can help with this matter.

Finance;

1. Cheque payment; Hall Hire & Newsletter photocopying 2017/18 - £240, Data Protection training for chair - £28, Clerks pay & expenses - £1353.05 were agreed and signed.
2. Bank Signatories – Papers to change signatories signed – Simon to take into bank with his own identification. Council agreed to change bank name to Brandon Parva, Coston, Runhall & Welborne Parish Council – clerk to arrange once signatories have been agreed.
3. Budget/precept – draft budget which was circulated prior to the meeting was fully discussed. Compliance with the new Data Protection regulations costs were discussed and allowed for in the final figures. Council agreed it was necessary to increase the precept to £4,000 which would include the £25 grant from South Norfolk Council. This will see an increase of £1.70 on a band D property. Clare commented that she did not approve of the increase.

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, Your PCC news update, OP Randall Rural Crime Newsletter and road closure notice.

1. The Green – road condition. Complaint had been received regarding parking along the road, rubbish and damage to the verges. It was agreed that not much could be

done by the council, but we could put an item in the newsletter – asking people to be considerate. Feedback from this would then be discussed at the next meeting and decided if a letter to all the residents along the road should be sent.

2. Runhall Recreation Ground – annual summary. As per the scheme agreement on the Recreation Ground a small report was given to the council outlining the allotment business of the past year - annual return completed/no vacant plots at present/rents for this year collected/1 applicant on the waiting list/insurance paid and boundary trees had been felled.
3. South Norfolk Council's Big Litter Pick 2018 – Agreed to be placed in the newsletter.
4. Letter from Mr Hodges – letter read out re; change of use of Pear Tree Farm Bungalow, Welborne. The council discussed and agreed to send a letter of support to South Norfolk Council.

Planning;

1. Applications for consideration;
SNDC – certificate of lawfulness – 2017/2903 – Welborne Farm, Flood Lane, Brandon Parva; Temporary residential use of a mobile home for two years. Council discussed and objected – documents ambiguous and evidence scant.
SNDC – 2018/0029 – Flood Lane, Brandon Parva; Temporary residential use of a log cabin & water treatment plant. Council discussed and objected – concerned application would represent an over intensive and unsustainable residential use of this farm yard area.
Carolyn to draft a response to South Norfolk Council and email for chairs approval.
Breckland District Council – 3PL/2017/1577/HOU – Mr & Mrs Beesley, Brick Kiln Farm, Welborne Common, Mattishall; Proposed single storey rear extension incorporating a family/dining room. Council had no comments to make.
2. Any time limited planning issues; None
3. Any planning notifications – emailed prior to meeting
4. Planning issues; None

Items agreed for the newsletter, Mike to draft and circulate for approval.

Next Meeting – agreed as 7 March 2018

There being no further business the meeting was closed at 9:10pm