**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 11th December 2017 at 7.00pm at the St David’s, Thorpe End**

**PRESENT: Mr J Wiley (Chairman) Mr A Cawdron**

 **Mr G Edwards Mr R Heath**

**Mr D Johnson Mr R Claxton**

**Mr S Vincent Mrs L Carty**

**Mrs M Bullen Mrs J Jones**

**Mrs T Scott (Clerk)**

* **Police Report** – Thorpe End – 1 crime, Gt & Lt Plumstead 3 crimes.
* **County Councillor Report** – Mr Mackie met with Chris Mayes and Thorpe St Andrew’s Town Clerk to discuss the section 106 funds due from the Brook Farm Development, it is hoped that the trod works can be funded from these. The next stretch of the NDR to Wroxham Road is due to open the week before Christmas. The final stretch to the Postwick Hub is due to open in March 2018. An extra £19 million is needed to cover the final costs of the NDR. Mr Mackie is going to speak to the Rangers team to have the Salhouse Road pathway cut earlier than usual, the Clerk will also ask if the majority of the thorns could be cleared up as they are causing problems.
* **District Councillor Report** – BDC have requested Broadland Growth Limited to look at the proposals for the Rosebery Road development. Emerging Local Plan Consultation runs from 5th January 2018 to 22nd March 2018. Broadland is no longer adopting lighting on new developments within the parish.
* **Public Participation –** Residents expressed mixed responses to the new Thorpe End roundabout. Positives from residents leaving Broadland Drive, it is now easier and quicker to leave. Signage of the roundabout is not adequate; a lot of drivers are going straight over the roundabout and not stopping at all. The signage has been notified to the NDR, they are undertaking a stage 3 safety audit. Mr Birchall of the NDR team should be notified with any issues. Flooding is still a major issue at the site. Queries were raised as to why Thorpe End have had this roundabout installed but Little Plumstead is still waiting for one at the Brick Kiln Junction. Mr Wiley explained that the Thorpe End roundabout was installed by the NDR team whereas the Brick Kiln roundabout will needed to be part funded by the Parish Council and at present we do not hold sufficient funds.

**AGENDA**

**1** **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Claxton

**2 DECLARATIONS OF INTEREST**

None

**3 TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 13 NOVEMBER 2017**

The Minutes were approved by the Council as a true record and signed by the Chairman.

**4 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA: FOR INFORMATION ONLY**

Mr Edwards reported back from the Lanpro Presentation at Little Plumstead Village Hall on 30th November. No attendees were in favour of the development. Most of the comments received were in relation to the access point on Salhouse Road. It was noted that traffic will be leaving the development close to the brow of the hill. The proposed development was outside the Neighbourhood Plan which is in place. It was noted that the west side of the development is now proposed to include more green space then previously. Jane Crichton of Lanpro will be in contact with the Parish Council once the feedback forms have been collated. Residents did question the school and doctor places, how lighting was going to be dealt with, water run off is going to be handled and placing of the over head power lines. It was brought up that there is currently no footpath on that side of Salhouse Road and no plan to put one in place currently.

**5 TO DISCUSS THE CO-OPTION OF A COUNCILLOR**

The Parish Council currently has two Councillor vacancies. Anyone wishing to apply should do so in writing to the Clerk.

**6 TO RECEIVE CORRESPONDENCE & USE OF THORPE END NOTICE BOARD**

* **Civic Voice – Request for Donation (£50) towards funding a Parliamentary event for Civic Voice to discuss the future of Conservation Areas and publish a report on the impact of loss of conservation officers –** Agreed at present we would not subscribe to this.
* **Smaller Authorities Audit Appointments – Notification that PKF Littlejohn LLP have been appointed the External Auditor for the 2018/18 Financial Year**
* **Councillors Attendance List 2017**
* **Meeting Dates 2018**
* **Report from P. Lanyon on LANPRO Proposals**
* **J Cator 1984 Sett A Account – Contract for 1 year Hire of Sandpit -** Agreed
* **Garden Guardian – Quote for 2018/19 grasscutting Contract –** The Clerk will circulate to the Councillors to add or amend the Contract in relation to the different areas of the parish.
* **Letter from resident re allotment fencing etc** -This is currently being looked at and the budget reflects that improvements will be made to the allotments in Great Plumstead.
* **NCC Budget Consultation ending 2nd January 2018.** The Parish Council will comment that our bus times should be reviewed as the last bus is now very early. Will stress that a mobile library should continue to visit the parish. Councillors commented that the change to the waste disposal scheme will end up in an increase in fly tipping.
* **Thorpe End Notice Board -** Mr Claxton is now on the committee for the Thorpe End Village Hall.They have asked if they could use the Parish Council’s notice board in Thorpe End to display their minutes and notices. The Parish were in agreement that Mr Claxton can hold a key. This will be trialled for a year with the Parish Council reserving the right to change or end this at any time.

**7 TO DISCUSS THE BUDGET 2018/19 AND SET THE PRECEPT FOR YEAR 2018/19**

Parish Council’s income is static. The Bowls Club rent will be discussed in the Autumn of 2018. Allotment rents have been increased to £30, this reflects that the Council are making improvements to the area (fences will be fixed etc). Scout hut and Village Hall rentals maintained. Reduction in salary budget as Mrs Barnes has now left following Mrs Scott’s maternity leave, provision for pension made. Uplift in grounds maintenance, hall hire and sandpits rental. Increase in budget for website to take account that the Parish magazine has now closed. Increase for asset replacement fund to take account that play equipment etc will need to be replaced. Total precept is £41,280, 3% increase on last year but below the Norfolk County Councils projection of 4.99%. Parish has a total of 1327 band E properties on which the precept is calculated. Increase of 51p per year or 1p per week. Proposed by Mrs Bullen and seconded by Mr Cawdron. All in favour.

**8 TO CONSIDER PLANNING APPLICATIONS INCLUDING THE WALLED GARDEN PROPOSALS**

The Parish Council made the following comments on planning applications:

* **20172073     Land at The Smithy, Salhouse Rd, Little Plumstead, NR13 5JJ - Two Storey Detached Dwelling with Detached Double Garage –** Mr Cawdron noted that it is proposed a four bedroom property is to be erected but only no parking spaces are shown. As per our neighbourhood plan this property should have parking spaces.
* **20171925 The Red House, Low Road, Gt Plumstead - Two Storey Extensions and Raised Terrace –** Mr Cawdron noted that the application does not note that the access has changed when it has. No objections. The Clerk will write to the owners to ask them to make safe the tiles on the roof of the outbuildings.
* **Rosebery Road, Great Plumstead - Draft proposals for road layout –** Councillors and Mr Mackie met with NCC officials at County Hall to discuss this development. The general thought of Norfolk County Council is that traffic will reduce once that NDR is open. Mr Wiley noted that in his opinion the traffic will increase once Middle Road is open again. NCC need proof that there is an issue before monies can be approved. They have agreed to paint a 30 on the road at Water Lane. Speed cameras will be installed with the NDR is open to monitor the traffic. The idea of reducing the speed limit on Church Road was rejected as NCC believe that it is better to have a 30 limit which is adhered to then a 20 which is completely ignored. Rosebery Road developers did not like the traffic calming measures put forward. Mr Heath noted that the road was already very narrow so widening the paths would make the situation worse. Once the NDR is open we will be compare our SAM2 data to the NDR’s team’s data.
* **Proposals for Walled Garden – Presentation by the Working Party –** The Party have put together an impression of what the Walled Garden could look like, complete with a shop, cake and allotments/gardens. A report of how capital costs and turnout are projected to be, this is based on other community shops which are up and running. They are currently looking into conservation aspect and will report further. They have an online presentence already with Facebook,Twitter and a website on the way. The Party have investigated various grants which will be available for the project, at present they will be available from Broadland District Council, unnamed businesses and the Big Lottery. Mr Wiley did question whether there would be any conflict that the Parish Council will become the landlord and the Party are undertaking all the applications but will then become the tenant. It was confirmed that this wouldn’t be seen as a conflict. A 999 year lease would be put in place from the Parish Council once the transfer of the land has been made. The Clerk will contact Nigel Harriss to ask what the timeline for this is. The Parish Council confirmed that we did support giving a lease to the Working Party. There is a possibility that 5 – 6 trees will need to be removed but there is a replanting plan in place, the Parish Council confirmed they were happy with this. The Councillors were all supportive of the Working Party and were glad to be working with a group who were so enthusiastic and brought such a variety of skills to the project.

A visual appraisal of the all has been undertaken, roughly half a dozen bad spots were identified. The south wall will need a few buttresses to stabilise it. It does not need to be reduced in height to make it safe, the School have voiced that they would like it reduced and it is an idea to reduce to maximise the amount of sunlight able to enter the walled garden.

**9 TO CONSIDER PLANNING FORA WORLD WAR 1 WAR MEMORIAL EVENT**

Mr Cawdron noted that not much progress has been made. Cleaning needs to be undertaken professionally. A discussion will need to take place about events to take place in 11 November 2018. Mr Cawdron will try and get a quotation for repair and clean for the Great Plumstead memorial. The Little Plumstead memorial only needs a clean.

**10 TO REPORT ON THE PLUMSTEADS COMMUNITY & SPORTS PAVILION ADVISORY COMMITTEE QUESTIONNAIRE AND CONFIRM THE CONTRACT FOR A FEASIBILITY STUDY**

Mr Heath has received one email from a resident confirming that its a good idea. A leaflet drop really needs to be done. Once the feedback has been received the Parish Council will decide whether to go ahead with the project. It was noted that the Pavilion is one of the projects contained in the Neighbourhood Plan, Mr Heath did mention that the NP does just state to have changing facilities not the pavilion. Mr Wiley confirmed that the feasibility study is £3850, which we have the capital to spend from CIL monies. The Parish Council agreed to do a leaflet drop in January and instruct Dr Andrew Golland BSc [Hons] PhD MRICS to undertake the feasibility study – proposed by Mrs Jones and seconded by Mrs Carty.

**11 TO CONSIDER PUTTING VILLAGE ORGANISATION INFORMTION ON THE COUNCIL WEBSITE**

Mr Wiley asked whether we should employee someone to maintain the website alongside Mr Heath, especially with the parish magazine closing.

Mrs Bullen asked whether we could have perplex boxes installed in the bus shelters which could hold a basic parish magazine.

**12 TO REPORT ON THE PLAY-AREA INSPECTIONS**

Mr Johnson reported that our play areas passed the inspection. Only soft risks were listed i.e. trip up risks. Repairs aren’t urgent but will be needed in the future.

**13 TO AGREE PAYMENTS IN ACCORDANCE WITH THE BUDGET AS LISTED**

The following accounts were agreed in accordance with the Budget:

**Payments**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Bank Balance | Nat West | **£42,724.65** | 30.11.17 |  |
| Bank Balance | Scottish Widows | **£85,774.57** | 30.11.17 |  |
| Bank Balance | Broadland Investment | **£30,000.00** | 30.11.17 |  |
| Payments |  |  |  |  |
| Mrs T. Scott |  | Salary Mth 8 | £1,155.80 | 1203 |
| Mrs A. Barnes | Salary Mth 8 & Expenses | £1,098.98 | 1204 |
| Garden Guardian |  | Grass Cutting Contract | £6,506.34 | 1205 |
| J Cator 1984 Sett A Account | Hire of Sandpit | £125.00 | 1206 |
|  |  |  | **TOTAL** | **£8,886.12** |  |
| Receipts |  |  |  |  |  |
| D. Curtis |  |  | Allotment Rent | £75.00 | 100612 |
| Scout Group |  | Water Charges | £19.73 | 100611 |
| Gt Plumstead Village Hall | Water Charges | £58.60 | BACS |
| Mr Clements |  | Allotment Rent | £25.00 | 100612 |
| Church In The Plumsteads | Grant Refund | £145.45 | 100612 |
|  |  |  | **TOTAL** | **£323.78** |  |
| **Current Account Balance** after above payments made and outstanding cheques cleared |  |  |
| **£34,162.31** |  |
|  |  |  |  |  |  |
| **Scottish Widows Balance** |  | **£95,774.37** |  |
| **Broadland District Council** |  | **£30,000.00** |  |
| **TOTAL BALANCE** |  |  | **£159,936.68** |  |

**14 TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING OF GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

The date of the next meeting is Monday 8 January 2018 at 7.00pm at Little Plumstead Village Hall.

**15 TO RECEIVE ITEMS FOR THE NEXT AGENDA**

None.

There being no further business the meeting closed.

Signed: Chairman Date: