**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 11th June 2018 at 7.00pm at the St David’s Hall, 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 J Jones**

**Mrs T Scott (Clerk)**

* **GDPR talk with NALC Representative –** Russell Reeve from NALC gave a short talk on GDPR to the Councillors. Mr Reeve was happy with everything the Parish Council had done in relation to the new Regulations and said that we were in a very good position. Councillor Heath will put details of our GDPR policy documents in the next ezine newsletter and the Clerk is currently sending out Consent Letters. Councillor Jones queried what the risk to the councillors was in the case of a breach. Mr Reeve said that you would need to make more than one breach before being fined. The Clerk is still in contact with the insurance company to ensure that the Councillors are completely covered.
* **Police Report –** 19 crimes were reported. 17 in Little Plumstead. 1 in Great Plumstead and 1 in Thorpe End.
* **County Councillor Report** – Cliff Jordan resigned as the Council Leader. Sadly he passed away from ill health on Saturday. Councillor Andrew Proctor has become the new leader with Councillor Graham Plant as his deputy. Councillor Mackie together with the Town Clerk attended the Planning Inspectorate hearing for Thorpe Woodlands, robust arguments were put forward from both sides. Outcome will take approx 8 weeks. NCC are consulting on the Western Link Road, more information is on the Norfolk County Council website. The Council is looking to boost the number of whole time and retained fire fighters, more information is available on the website. The Council have confirmed they are against the fire and rescue service being transferred to the police. A consultation asking the public what they would like to see at the new recycling centre at Mile Cross is open from 8 June to 27 July (details on website). Any fly tipping should be reported to the Council.

Councillor Jones asked whether there was still work to happen on the planting scheme on the NDR as the houses located on Broad Lane are suffering with car lights going round the roundabouts. It was confirmed that due to the bad weather the planting schedule was missed so the planting is still to go in. Councillor Cawdron and Heath confirmed that the pathway isn’t open yet, but Councillor Carty mentioned that it seemed to be in the evening but they are still working on the paths during the day. It is disappointing that the path comes to an end at Low Road. They should look at connecting the pathway from Makro roundabout to Broadland Business Park to make a circulator route.

* **District Councillor Report** – The new Chairman for 2018 is Councillor Judy Leggett with Councillor Karen Vincent as Vice-Chairman. Councillor Andrew Proctor remains leader. The feasibility study for collaborative working is reaching a conclusion and each Council will be reviewing the report to make a decision at their 12th July meeting. Broadland have contacted Alexander Graces Homes in relation to the ongoing issues on The Glade, Little Plumstead. AGH indicated he is in the process of raising funds but there is still the requirement for residents to pay their annual maintenance charge. Mr Edwards has agreed to attend a meeting, the suggested attendees are Councillor Vincent (as District Councillor) a representative from the Parish Council, a representative for the residents and Ms Sommazzi (Broadland Green Infrastructure and Woodlands Officer).

Councillor Heath confirmed that unfortunately some people have paid the maintenance demand to AGH. Councillor Vincent confirmed that he is happy to attend the meeting as the District Councillor, Councillor Johnson suggested that it would be good to have a resident at the meeting who had paid the demand. Councillor Carty (it was confirmed there is an indirect conflict as relatives are involved) and Wiley are also happy to attend as a representative of the Parish Council.

* **Public Participation –** A parishioner asked if the Little Plumstead sign could be attended to as the paint is peeling. Councillor Johnson confirmed that he has approached various companies to undertake the work but so far none are able to do the work. This is due to the material which the sign is made from. It was asked if the grass on Salhouse Road (next to the bus shelter) could be cut more frequently, the Clerk will investigate the cutting schedule. There is an ongoing problem with cars parking just over the brow of the hill on Salhouse Road, Little Plumstead. It was asked if Norfolk County Council could be involved but it was mentioned that there are no double yellows on the road so cars are allowed to park there. The nuisance can be reported to the police though and brought up at the next SNAP meeting. The Parish Council were thanked for the excellent work to the Thorpe End sign. Councillor Johnson taped off a section of the land to the right of the thatched bus shelter in Thorpe End, this was due to a branch which had partially fallen and was a danger. It was reported to Highways to ask them to remove the branch.

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

Councillor Bullen

1. **DECLARATIONS OF INTEREST**

Councillor Wiley – Item 6

1. **TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 14th May 2018**

Agreed

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

An updated report was received from Great Plumstead Village Hall. Councillor Wiley spoke to the landowners of the land next to Rosebery Road and it was confirmed that as the field is still active agricultural land it would not be safe to have a public footpath on it. The Clerk reported that herself, Councillor Carty, Johnson and Russell attended a meeting with the Allotment Holders. It was a productive meeting, it was not decided to form an allotment association but another meeting is scheduled for sometime in September where another vote will take place. It was confirmed that the Councillors attending the meeting are not a sub-committee. It was raised at the allotment meeting that there is a pile of potentially hazardous waste located on the allotment site. The Parish Council agreed that this should be cleared away at the earliest convenience and Councillor Johnson will contact companies to obtain a price and arrange for this to take place. Councillor Carty brought up the discussion of the trees which border the allotment, there was a suggestion that the individual plot holder should maintain the trees but Councillor Carty asked whether the Parish Council should be responsible for this. Councillor Johnson said that the idea was to cut the bottom 18 inch back to the chainlink fence but this was opposed. Councillor Wiley suggested we approach Garden Guardian to quote to cut the hedge back, we should inform the adjacent landowners of our potential plan.

1. **TO RECEIVE CORRESPONDENCE**
* **Update from Broadland Growth re Rosebery Road –** The Section 106 Agreement is still being drafted. The proposal is to start on the site by approximately September with completion by the end of 2019.
* **Broadland Way Cycleway –** The Council was in support of the proposal for more cycleways. It was mentioned that the cycleway/pathway at Green Lane needs to be looked at, as it is completely impassable in bad weather and the speed of traffic makes it a hazard.
* **Invitation – Anniversary Celebration –** St David’s Church 25th Anniversary Celebration
* **Thank you from PCC –** For the Parish Council’s grant towards the upkeep of Great and Little Plumstead Churchyards.
* **Walled Garden Update and meeting dates –** The Section 106 Agreement has been received by Broadland District Council and will shortly be circulated. Councillors Carty, Cawdron, Claxton, Wiley, Heath and potentially Edwards will be meeting with members of the Community Group with their architect on 18th June to discuss the plans for the Walled Garden.
* **Parish Partnership Bid** – the Parish Partnership Scheme is now open until December 2018. The Parish Council will discuss whether it will apply for any projects.
1. **TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| 20180882 | Garfield House, Church Road, Great Plumstead | Two Storey Rear Extension, alterations to existing garage & extension to form carport | With the garage being converted into a habitable room it means the property does not have parking spaces as detailed in the Neighbourhood Plan.  |
| 20180926 | Octagon Business Park | Variation of Conditions 2 (amended site plan) and 8 (landscaping) following grant of planning permission 20162173 | No objections  |
| 20180900 | Land Adj Orchard Cottage,Toad Lane,Great Plumstead | Temporary Siting of 1 No. Storage Container (Retrospective) | Once the time limit has expired for the “temporary” siting removal must be enforced.  |

1. **UPDATE ON GENERAL DATA PROTECTION REGULATIONS**

The Clerk confirmed that the new email addresses and email boxes are being constructed. Councillor Heath has been our test subject and it seems to be working. Once all the Councillors have these it is believed we will be completely covered by the insurers but the Clerk will confirm this.

1. **TO CONSIDER WORKS TO GREAT PLUMSTEAD WAR MEMORIAL**

Councillor Cawdron has been investigating who is the owner of the War Memorial located in the churchyard of Great Plumstead church. It is not documented who the official owner is but everything so far seems to point towards the owner being the Parish Council rather than the Church. Councillor Vincent confirmed that the plan needs to go through the conservation officer. The Parish Council agreed to support the plan to restore the War Memorial, proposed by Councillor Heath and seconded by Councillor Edwards.

1. **TO CONSIDER AND ADOPT NEW STANDING ORDERS**

Deferred until next month.

1. **TO CONSIDER NEW LOCATIONS FOR THE SAMS2 SIGN**

Councillor Carty suggested Middle Road, at the bottom of the new bridge. It was also discussed whether we should request that the speed limit is looked at here, reduce the whole road from the bridge to the bus shelter to 30mph. Councillor Cawdron suggested on Plumstead Road from the roundabout to Thorpe End.

1. **TO DISCUSS PARISH PROJECTS**

Councillor Wiley and Johnson met with Mr Grange of Norfolk FA to discuss the potential project of the Great Plumstead Pavilion. He was lukewarm about the Pavilion idea and suggested something smaller. Mr Grange liked the Great Plumstead field and is meeting with football teams to see what they are looking for in facilities. Mr Grange queried CIL monies and the timing of them, which isn’t something the Parish Council is able to confirm. Councillor Johnson mentioned that £50,000/60,000 was the most they would go to but as we already have a good facility Mr Grange couldn’t see that a good return would be received. Councillor Wiley did confirm that Sports England wouldn’t do anything for football facilities but could possibly invest in Bowls etc.

Councillor Carty mentioned that the Scouts have informally asked if they could extend their building. The Parish Council are waiting for a formal request. Councillor Wiley said that the Council could possibly be in favour of this should new allotments happen at Rosebery Road.

1. **TO AGREE PAYMENTS IN ACCORDANCE WITH THE BUDGET AS LISTED**

The following accounts where agreed in accordance with the Budget:

**Payments**

|  |  |  |
| --- | --- | --- |
| **MONTHLY FINANCIAL STATEMENT** | **June** | **2018** |
| Bank Balance | Nat West | **£126,266.94** | 30.05.2018 |
| Bank Balance | Scottish Widows | **£85,778.78** | 01.04.2018 |
| Bank Balance | Broadland Deposit | **£112,727.21** | 30.05.2018 |
| Payments |  |  |  |
| D J Johnson | Thorpe End Sign | £910.00 |
| D J Johnson | Notice Board - Lt Plum | £607.48 |
| Simon Landscaping Ltd | Allotment Fencing | £3,165.60 |
| T Scott | Salary and Expenses | £1,048.46 |
| Norfolk Pension Fund | Monthly Payment | £350.98 |
| Anglia Water Business Ltd | Water Rates - Gt Plum | £528.15 |
| Teddies Pre-School | Hearing Equipment | £50.00 |
|  |  |  | **TOTAL** | **£6,660.67** |
| Receipts |  |  |  |  |
|  |  | £ |
|  |  |  | **TOTAL** | **0** |
| **Outstanding Cheques** |  |  |
| CAN |  | Annual Subscription |  | £20.00 |
| Gt Plum Village Hall | Hall Hire x2 |  | £30.00 |
| Broadland Deposit Account | Transfer - CIL Monies |  | £84,672.19 |
| Birketts LLP | Return of Refund monies – error | £277.68 |
| Norfolk Pension Fund | Pension Payment |  | £350.98 |
| Gt & Lt Plumstead PCC | Grant |  | £1,500.00 |
| Roger Canwell | Internal Audit |  | £67.50 |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately |  |
| **£32,687.92** |

Councillor Heath mentioned that if a youth team is looking to hire the pitches they will need something like the Village Hall or the Scouts Hut. The Clerk will contact the potential pitch hirer to ensure that they know of these facilities. The hirer will be responsible for marking out the football pitch and Councillor Heath mentioned that we should look at where, as we could possibly fit two youth pitches and a normal size pitch on the land.

1. **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 9th July 2018 at 7.00pm at Little Plumstead Village Hall.

1. **TO RECEIVE ITEMS FOR THE NEXT AGENDA**

None

There being no further business the meeting closed.

Signed: Chairman Date: