**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 14th January 2019 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 R Claxton Mrs L Carty**

**Mr S Vincent Mrs M Bullen**

**Mrs J Jones Mr D Johnson**

**Mrs T Scott (Clerk)**

* **County Councillor Report** – Councillor Mackie confirmed that he is happy to use £3000 of his highway allowance budget towards the additional hedging on the NDR. There was serious flooding under the Green Lane bridge which closed the road, Highways have investigated the site and cleared the gullies to allow the water to drain away. The main problem appears to be that the ditch needs clearing. Highways have agreed with the farmer to clear this ditch once the crops have been harvested. Highways are looking into potentially moving some of its operations to Norse, there should not be any reduction in services. Any potholes, fallen trees, overgrown hedges can be reported at <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>. There is still time to submit a response to the NDR Western Link consultation. The consultation closes on 18th January. Before Christmas the Government announced its spending allocations to the County Council, this includes one off sums including £13m for highways and £11m towards adult social care. There will be a budget gap of £24m in addition to the £39m from the removal of the revenue support grant. The County Council continues to lobby the government for fair funding to protect as many front line services as possible. *The Parish Council are looking to put the rest of Councillor Mackie’s highway allowance towards the new footpath in Thorpe End.*
* **District Councillor Report** – Mr Edwards of Alexander Grace Homes has agreed to attend a meeting that Broadland Council has facilitated, the Parish Council will also be in attendance (A date is still to be agreed). The joint Managing Director started on 2nd January. The Council Tax Reduction Scheme 2019/20 remains unchanged. Work will be undertaken to review the impact of Universal Credit on the Scheme.
* **Public Participation –** The Scouts have asked whether the Parish Council would have any objections to potentially building a brick building in the place of the current wooden structure on the Scouts site. They have an architect visiting the site soon to draw up potential plans. Once the plans are drawn, all ideas will be sent to the Parish Council for discussion.

**AGENDA**

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

None

**2 DECLARATIONS OF INTEREST**

None

**3 TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 10th DECEMBER 2018**

Agreed

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

The Parish Council has received reports that it doesn’t seem as though the post is being collected from the new post box in Thorpe End. The Clerk will contact Royal Mail to ensure that this box is on their collection list.

There was some confusion with the pricing for the NDR extra planting. The NDR team will provide the extra 250m of holly/beech hedge, the Parish Council are contributing £3000 (to come from Councillor Mackie’s highways allowance budget) to uplift the type of hedge from standard to improve blockage from the headlights.

The Clerk will contact our Highways Engineer to chase up the pricing for the new pathway from Broadland Drive to the Village Hall, Thorpe End. The Clerk will also report, again, the very bad flooding on the mini roundabout in Thorpe End.

The Parish Council were informed that a 30mph sign would be painted on Water Lane (when entering Great Plumstead), the Clerk will chase this up.

**5 TO RECEIVE CORRESPONDENCE**

1. **Footpath diversion at Witton –** The Councillors were in agreement that the scheme seemed a good idea. No objection
2. **Broadland Workshop – 17th January 2019**
3. **Dog Fouling Protection Order –** Councillor Vincent confirmed that one of the areas to be checked is the playing fields in Great Plumstead

**6 TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| 20182088 | Leighton House, Broad Lane | Erection of two dwellings (outline) | Still considered to be over development due to the plot being small. Previous objections stand. |

**7 TO DISCUSS PARISH PROJECTS**

Rosebery Development – The amenity land will be transferred to the Parish Council approximately December 2019. The Parish Council has asked for a 10 year timeframe on the traffic calming monies. Broadland Growth will be installing VAS signs and Gateway signs on either end of Church Road. The monies are due to be received in early 2019. The Councillors suggested the monies could go towards joining the NDR footpaths, needs confirming as these works may not fall under “traffic calming”. The biggest area of interest is Water Lane, Great Plumstead. Potential to investigate installing a chicane to slow traffic. The pathway cannot be widened as the road is too narrow.

Walled Garden – The Parish Council has come up with approximately 19 conditions which should be included in the potential Lease of the Garden with the Walled Garden Community Group. These are to be shared with the Group ahead of any Lease drafting. The survey has not yet been received, this is due in the next fortnight. The costing schedule will take a further 3-4 weeks to be received. All documents should be in by the next meeting.

**8 TO DISCUSS WATER COLLECTION/STORAGE AT GREAT PLUMSTEAD ALLOTMENT SITE**

Councillor Johnson has provided some quotes to:

* Install 4 new water butts, 1 at the Scout Hut, 2 at the corner of the allotments next to the bus shelter and 1 at the Village Hall. These are to add to the 2 water butts already at the Village Hall and the 3 at the Scout Hut. All water butts will be mounted on concrete blocks.
* Install a stand pipe to the main area, this will help to stop lots of hose pipes laying around.

Potential cost is £967.00.

The Scouts will put in some creepers to try to hide the tanks by their Scout Hut.

The Parish Council will be receiving Section 106 Monies from two developments within the parish for the improvements to the Allotments in Great Plumstead. The Parish Council will look back into the matter once the monies have been received.

**9 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 | **£16,383.98** | 31.12.2018 |
| Bank Balance | | Scottish Widows | **£85,783.08** | 31.12.2018 |
| Bank Balance | | Broadland Deposit | **£112,727.21** | 30.05.2018 |
| Payments | |  |  |  |
| T Scott | | | Salary and Expenses | £1,128.60 |
| Norfolk Pension Fund | | | Monthly Payment | £350.98 |
| Lt Plum Village Hall Management Comm | | | Hire Fees | £109.50 |
| Norfolk Parish Training and Support | | | Rights of Way Training - RC | £32.00 |
| Anglian Water | |  | Water Rates | £387.06 |
| NPTS |  |  | Essentials Update Seminar | £36.00 |
|  |  |  | **TOTAL** | **£2,044.14** |
| Receipts |  |  |  |  |
|  |  |  | **TOTAL** | £0.00 |
| **Outstanding Cheques** | | |  |  |
| CAN |  |  | Annual Subscription | £20.00 |
| PKF |  |  | External Auditor | £360.00 |
| Gt & Lt Plumstead PCC | | | St David's Hire | £18.00 |
| Norfolk Pension Fund | | | Monthly Payment | £350.98 |
| Gt Plumstead Village Hall | | | Allotment Meeting | £15.00 |
| R & J Hogg | |  | Walled Garden - Survey | £1,176.00 |
|  |  |  | **TOTAL** | £1,939.98 |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately | | | |  |
| **£12,399.86** |
| \* already included in the accounts stated above | | | |  |

**10 TO RECEIVE THE PARISH COUNCIL ACTIVITIES FOR 2018**

1. Maintenance of all Parish common areas to Thorpe End and Great and Little Plumstead, grass cutting, hedge trimming etc.

2. Essential safety work to trees within Parish areas.

3. Essential safety inspections and repairs to playground equipment to all villages.

4. Meeting attendances and support for walled garden works including essential safety surveys of perimeter walls.

5. Meeting attendances with Bowls groups, Scout groups, Allotment groups to work on assistance issues.

6. Meeting attendances Alexander Grace Homes issues of maintenance for the Hospital Site, Little Plumstead.

7. Responses to planning applications within/adjacent the Parish (62)

8. Attendance at Planning Committee Meetings on contentious planning applications to reinforce Parish Response.

9. Develop Parish Projects, e.g.. Rosebery Road, Plumstead changing Rooms, Thorpe End Footpath and NDR screening proposals

10. Liaison with Little Plumstead School and support for School Fair

11. Repair and refurbishment of Village Signs at Thorpe End and Little Plumstead.

12. Repair and Cleaning of Plumstead War Memorials for centennial services marking the end of WW1.

13. Location and relocation of SAM speeding signs around the Parish to remind Drivers to SLOW DOWN !

14. Meeting Attendances with Broadland District Council, Norfolk County Council on traffic issues in the Parish.

15. Training Meeting attendances, Clerk and Councillors.

16. Delivery and installation of defibrillators to Little Plumstead Village Hall and Thorpe End St. David's

17. Repair and provision of Village Notice Boards (new Board installed at The Glade, Little Plumstead)

18. Support and in the case of Councillor Edwards organising with volunteers the Little Plumstead Bonfire and Fireworks.

19. Acquisition of Hearing Equipment for Parish Council meetings.

20. Continued hire of play area on Sandhole Lane for public use.

21. Dealing with the issues and problems arising from the development of the NDR (i.e traffic, screening of the bridges, hedging etc)

**11 TO DISCUSS THE BUDGET 2019/20 AND SET THE PRECEPT FOR THE YEAR 2019/20**

The Parish Council has requested a total precept of £42,950 which is an increase of 4.8% to last year. This is equal to an extra 61p a week.

The Bowls Club rent has been increased to £600 (previously £500). Allotment rents are increasing in October 2019 to £30 for a full plot and £15 for a half plot, currently the plots are at capacity. The Parish Council has budgeted for a potential fall in football pitch hire fees.

Provision has been made this year for solicitor’s fees, in relation to the Walled Garden Transfer and Lease. Elections will take place in 2019, the Council has made budget for this. Reduction to the budget for Parish Projects and Website.

The Finance Committee suggested the following:

* To begin a Tree Fund with £600, which will be added to at each budget review.
* To start an Allotment Fund with the Section 106 monies received from the Octagon Barn and Cripps development.

The Parish Council agreed that all monies received from the Rosebery Road development will be allocated to the Rosebery Road amenity land to be gifted to the Council.

Proposed – Councillor Johnson, Seconded – Councillor Bullen. All Agreed.

The Clerk will investigate better savings accounts available.

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

Monday 11th February 2019 at Little Plumstead Village Hall at 7.00pm.

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

Broadmead Trees

There being no further business the meeting closed.

Signed: Chairman Date: