**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 8th April 2019 at 7.00pm at the Little Plumstead Village Hall**

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

 **Mr G Edwards Mr R Heath**

**Mr R Claxton Mrs L Carty**

**Mr S Vincent Mrs J Jones**

**Mrs T Scott (Clerk)**

* **Police Report** – Not received
* **County Councillor Report** – Councillor Mackie thanked the Councillors for their hard word over the last four years. Councillor Mackie met with residents of Broad Lane, Little Plumstead together with the highways engineer. It was agreed that Not Suitable for HGV signs will be installed at each end of Broad Lane shortly. Mr Rayner (Highways) has researched possible speed reduction options and the best suggestion was the whole of Broad Lane has a new speed limit. Rosebery Road was also visited and Mr Rayner has asked for the first 40 feet on the right hand side to be repaired. Stuart Ruff has been appointed Norfolk’s new Chief Fire Officer. Councillor Jones reported that a gap of approximately 90 feet of planting has been left on the Plumstead roundabout, are they planning on filling in their gap? Councillor Mackie will liaise with the NDR team and report back. Councillor Carty reported that graffiti is appearing on along the NDR, could something be done about this. Councillor Jones asked whether Toad Lane was looked at as there is signage sending cars down to access Little Plumstead instead of carrying on down Church Road. Councillor Mackie will speak to highways about this.
* **District Councillor Report** – Norfolk County Council has confirmed that they are willing to progress an adoption of the estate roads at The Glade once the necessary drawings and information are received. Broadland has arranged a meeting with Mr Edwards of Alexander Grace Homes. A letter has been sent detailing his responsibilities under the Management Plan.
* **Public Participation –** Parishioners from Rosebery Road attended to discuss the new development. There has been continuing problems for the past 6 months. In particular deliveries happening before 7am (one recorded at 6.20am). Lorries are reversing against the traffic management plan. Residents have reported issues to the site manager but have been met with hostility. Drivers are going at 30mph. The wheel washing is intermittent and the mud isn’t being cleared up. No banksmen are being used. Vehicles are turning left out of the site and going through the village. Councillor Vincent confirmed that Cocksedge will repair the roads, verges, kerbs etc to highway standard. Councillor Vincent and Mackie will report these issues back to Mervyn, Hazel and Highways.

Mr Bassman from Friends of Little Plumstead Primary School asked whether they could use Great Plumstead playing field on 12th May for the Spring Fayre, also if they could set up on the 11th May. The date has been changed as many of the organisers are not able to do May Day. The Parish Council were happy for them to use the field as long as it did not clash with the football team who hire the pitches, Councillor Heath confirmed that they do not have a match planned.

Members of the brethren attended to discuss the planning applications on the old school site in Little Plumstead. The shop will be for the members of the brethren only, not open to the public. Councillor Cawdron asked whether the change of use could be restricted to the Brethren only, any new owner/tenant would have to apply for change of use again. Councillor Wiley said on the new dwelling application that the design is very poor. The application only allows for a very narrow path between the house and the fence and the parking does not comply with our Neighbourhood Plan, three bedroom houses should come with three parking spaces. It was also questioned where the cars would go once the house was built as it has been noted that the carpark is full at times. There will be a loss of space but an increase in activity (should the shop go ahead). Councillor Cawdron confirmed that the Parish Council were concerned about the possibility of cars parking on School Lane, this will mean that emergency vehicles will have issues passing. Councillor Heath questions what kind of deliveries the shop would be taking and it was confirmed that they would be 2 per week and larger than a transit van. The main parking for the shop will be off Witton Lane and there is approximately 7 spaces.

**AGENDA**

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

 Councillor Johnson and Bullen

**2 DECLARATIONS OF INTEREST**

Councillor Vincent – Rosebery Road, Broadland Growth

Councillor Heath – The Glade, Little Plumstead

**3 TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 11th MARCH 2019**

Agreed. Teddies Pre-School Grant Request - The Parish Council received confidential information after the March meeting which meant the request had to be re-discussed and will not be given out yet.

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

Councillor Heath has been looking through the Green Infrastructure Plan and how it relates to the Parish Council and in particular the Section 106 payments which will be received. It was suggested that we should meet up with Broadland’s GI Officer to discuss.

Councillor Carty asked whether we should set up a regular meeting with the Walled Garden Community Group to take place immediately before parish meetings to keep each party up to date.

1. **TO RECEIVE CORRESPONDENCE**
2. **Ranger’s visit –** The Clerk will report issues back.
3. **Response from Konnectbus re cancellation of 5c services –** The Clerk put in a formal complaint to Konnectbus for failing to service Great Plumstead while Water Lane was closed. They have responded saying that they will try and turn a bus around in the Great Plumstead carpark to see if this is possible as a potentially turn site should the road be closed again. Councillor Jones suggested forwarding the email to Councillor Mackie.
4. **Little Plumstead (The Glade) tree felling –** Poplar trees on Macmillian Way, Little Plumstead were felled recently. This is due to the way which Cofton previously maintained them. The trees are not in a good state and are believed to be prone to branch failure. There is a tree planting schedule already in place. Councillor Wiley mentioned that a better tree replacement would be better.
5. **Request to hold the Spring Fayre –** All in agreement for the Fayre to be held on 12th May, subject to it not clashing with the football team’s prior agreement.
6. **Discuss new Great Plumstead Bus Stop –** Norfolk County Council have confirmed that the Bus Stop in Great Plumstead will not be coming with a maintenance fee. Councillor Johnson confirmed that the annual fee would be minimal. It is a good asset for the community as currently they exit the bus onto a verge at the side of the road. Proposed Councillor Cawdron, Seconded Councillor Heath. All in favour.
7. **Meeting with CIL Officer –** The Clerk is arranging a meeting with the CIL officer to discuss the incoming monies. All Councillors would like to be in attendance.

**6 TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| 20190249 | Land adj. to Oak House,Toad Lane,Great Plumstead,NR13 5EQ | New Dwelling with Garage and New Vehicular Access | No objection  |
| 20190439 | Thorpe Lodge,40 Plumstead Road,Thorpe End,NR13 5BU | Removal of 2 Garages and Conservatory. Construction of 2 Replacement Garages & Erection of Single & 2 Storey Rear Extensions | Rear features are loss due to extension, which doubles the size of the property. Resulting in the conservation area and house losing its original rear garden facade. Replacement window types are unsympathetic to existing design. The garages new front style is again unsympathetic to the original house and design. The additions are not inkeeping with the “garden village” approach of Thorpe End.  |
| 20190463 | Post Office,65 Plumstead Road,Thorpe End,NR13 5AJ | Conversion of Existing Dwelling to 2 No. Residential Flats, Modification of Existing Retail Unit and Erection of 1 No. Detached House | No objection  |
| 20190472 | Land to the North East Side of Church Road,Great Plumstead | Erection of Single Storey Dwelling | This land should be kept as amenity land as per the original application.  |
| 20190485 | Land South of Salhouse Road,Sprowston | Reserved Matters Application for Details of Appearance, Layout,Landscaping and Scale of 366 dwellings following Outline PlanningPermission 20170104 including details reserved by conditions 6(Construction Parking), 7 (Construction Traffic Management Plan), 9(Wheel Cleaning), 14 (Interim Travel Plan), 22 (Surface WaterDrainage), 24 (Materials Management Plan - Minerals) and 29(Contamination) (EIA Application) |  |
| 20190455 | Erection of Dwelling | Plot Adj No 1 School Lane, Little Plumstead,NR13 5DL | The application does not leave much room between the house and the fence. There is enough parking spaces for a 3 bedroom house as per the Neighbourhood Plan. What will happen to the cars who currently use the space when attending the brethren.  |

**7 TO DISCUSS PARISH PROJECTS**

Walled Garden

The Community Group have asked the Parish Council whether they would be able to remove a section of the internal wall, this is due to the structure of the building to be built for the shop and cafe. Councillor Cawdron stated he was worried about removing a piece of the wall and a structural survey should be undertaken. Councillor Wiley confirmed that the Group should have a structural survey commissioned first and provide proof to the Parish Council that the wall will be made safe. Councillor Heath mentioned that we should ask for Kate Knight’s opinion.

1. **TO DISCUSS AND ADOPT THE WALLED GARDEN ADVISORY COMMITTEE TERMS OF REFERENCE**

Councillor Carty and Councillor Heath were added to the membership list. Proposed Councillor Edwards, Seconded Councillors Jones. All agreed.

**8 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 | **£8,644.52** | 29.03.2019 |
| Bank Balance | Scottish Widows | **£85,785.24** | 31.01.2019 |
| Bank Balance | Broadland Deposit | **£112,727.21** | 30.05.2018 |
| Payments |  |  |  |
| T Scott | Salary and Expenses | £1,105.61 |
| Norfolk Pension Fund | Monthly Payment | £330.98 |
| Anglia Water |  | Water Rates | £535.78 |
| The Morton Partnership | Walled Garden - Professional Services | £2,040.00 |
| NPTS |  |  | Annual Subscription | £429.50 |
|  |  |  | **TOTAL** | **£4,441.87** |
| Receipts |  |  |  |  |
|  |  |  | **TOTAL** | **£0.00** |
| **Outstanding Cheques** |  |  |
| Norfolk Pension Fund | Monthly Payment | 350.98 |
| Information Commissioner | Annual Fee | 40.00 |
| Gt & Lt Plumstead PCC | St David's Hire | 18.00 |
|  |  |  | **TOTAL** | **£408.98** |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately |  |
| **£3,793.67** |
| \* already included in the accounts stated above |  |

**9 TO ACCEPT GRANT LETTER FROM BROADLAND GROWTH RE ROSEBERY ROAD DEVELOPMENT AND DISCUSS EXTRA QUESTIONS RAISED**

Councillor Heath suggested that although the monies are allowed to be applied to any part of the parish, Great Plumstead should be prioritised. The Clerk will get an updated price list from Highways. All agreed.

Broadland Growth have asked whether the Parish Council would like them to put in a gate to the amenity land. Councillor Cawdron suggested a pedestrian and vehicle gate if possible.

**10 TO DISCUSS THE OWNERSHIP OF LITTLE PLUMSTEAD VILLAGE HALL AND LAND**

Councillor Jones confirmed that the Parish Council has looked into this previously but for some reason it never went any further. The Clerk will liaise with Broadland to take this forward.

All in favour.

**11 TO DISCUSS CLIMATE CHANGE AND CARBON REDUCTION**

Deferred to next month.

**12 TO DISCUSS THE GREEN SPACE AT THORPE END**

Part of the green space in front of the shops in Thorpe End is unregistered but the whole of the area in maintained, Councillor Claxton asked whether the Parish Council should formally take this land on. The Clerk will get in touch with a local resident who is likely to know the ownership.

**13 TO DISCUSS THE ONGOING ISSUES AT THE GLADE, LITTLE PLUMSTEAD**

Councillor Heath suggested that the Parish Council should look at potentially taking on the land. It does come with an income (of approximately £16,000 a year) and Green Infrastructure money can be used. Councillor Wiley did say that the Parish Council would have to look at the monetary issues which the land comes with. The Councillors asked the Clerk to arrange a meeting with Broadland to discuss the land as they are trying to get in contact with Alexander Grace Homes.

**14 TO DISCUSS AND ADOPT THE GRANT POLICY AND ASSOCIATED APPLICATION FORM**

Proposed by Councillor Heath, seconded by Councillor Cawdron. All agreed.

**15 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 13th May 2019 at 7.00pm at St David’s Hall, Thorpe End.

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

None

There being no further business the meeting closed.

Signed: Chairman Date: