**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 8th July 2019 at 7.00pm at St David’s Church Hall, Thorpe End**

**PRESENT: Mr S Vincent (Vice-Chairman) Mr A Cawdron**

**Mr G Edwards Mr R Heath**

**Mr R Claxton Mrs L Carty**

**Mrs T Scott (Clerk)**

* **Police Report** – 6 – Little Plumstead, 0 – Great Plumstead, 0 – Thorpe End
* **County Councillor Report** – The 30mph speed limit is almost in place on Broad Lane, Little Plumstead. The legal papers are being finalised and will then be advertised in the EDP as per requirements. Ben Rayner of Highways has provided some estimates for a potential trod on Broad Lane, approximately £120,000. The Parish Council should look at Parish Partnership Scheme to get match funding (capped at £25,000). Thorpe End roadworks are due to start on 15th July (traffic lights, complete closure 26th July) to 2nd September. The works to the new pathway from Broadland Drive to the Village Hall will be undertaken at the same time as the closure.

The Parish Council thanked Councillor Mackie for all his hard work in getting the works tied together. It will be reported that at the time of the meeting the residents had not received the letter. The Clerk will ask Councillor Wiley about the potential trod being a permissive footpath.

* **District Councillor Report** – Councillor Vincent confirmed that the meeting with Mr Edwards of Alexander Grace Homes did not take place. Broadland will start doing the works as per the management plan and then charge back to Alexander Grace Homes. If Alexander Grace Homes does not pay, Broadland will be able to go down the prosecution road. A parishioner did raise the worry that should Alexander Grace Homes pay Broadland that they would then raise further invoices for the residents and again pluck numbers out of the sky. Councillor Vincent mentioned that the Parish Council should start to think about what they will need to potentially take on the site.
* **Public Participation –** The Clerk will chase Royal Mail on the situation with the broken post box in Little Plumstead (Post Office Road). The Village Sign for Little Plumstead is still being repaired, unfortunately the damage was worse than first thought. Councillor Vincent reported that the church carpark in Little Plumstead is about to be transferred from Crofton to Broadland District Council’s ownership. The carpark went through a period of being locked at night time, although it is not clear who was locking the gates, Councillor Heath reported that this hasn’t happened for a while. Councillor Carty asked if the carpark could be maintained properly, with the foliage being cut back to open up further parking spaces.

A parishioner raised the proposed planning application at Thorpe Lodge. It was confirmed that the application was against the Thorpe End Conservation Area Document. There were anomalies between the access statement and the plans. The planning officer has confirmed that we have not received the latest access statement from the applicant.

The woodland walk in Thorpe End seems to have disappeared from the plans on the Sprowston development. The Parish Council have put in their objections. A number of parishioners raised the issue of encroaching brambles from the field, it was confirmed that these still need to be raised with the current farmer.

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

Councillor Bullen, Johnson, Wiley and Jones

1. **DECLARATIONS OF INTEREST**

None

1. **TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON**

Councillor Vincent was in attendance.

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

Councillor Cawdron has reported back to the NDR team about the loss of bats in the area since the road opening. Under the development consent order further surveys should be done.

1. **TO RECEIVE CORRESPONDENCE**

* **Plumstead Road, Thorpe End Closure –** Plumstead Road, Thorpe End will be closed from 25th July to 6th September. For drainage works
* **Replacement Trees at the Glade –** Replacement trees on Macmillan Way have started to be planted.
* **Rosebery Road Update –** The show home is now open. Help to Buy event will be held on 20th July. No further complaints have been received. The Parish Council agreed to use Spire Solicitors for the transfer of the amenity land.
* **Church Road Road Works –** Highways have agreed the planned footpath and bus shelter at the development.
* **NDR – Strimming –** the strimming which has taken place along the NDR is where wild flowers have overtaken the tree saplings. Councillor Cawdron reported that the oak trees have died.
* **Road Closures – Bus 5C –** Konnectbus have confirmed that all three villages will be serviced while Plumstead Road is closed. Shuttle buses will be in place at times, new timetables and further information will be provided.
* **Parish Partnership Letter –** Now open

1. **TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| 20190939 | Land within GT11 North,North of Smee Lane,Great Plumstead | Revised Access to Electronic Communications Apparatus | Objection. The land is in the bat run. Close to self build houses. Same comments as previously submitted. |
| 20191004 | Evergreen, Reeves Corner, Great Plumstead,NR13 5BY | Change of Use From C3 (Dwelling) to B1 (Office/Showroom) & Associated Car Parking | No objection |
| 20190939 | Land within GT11 North, North of Smee Lane, Great Plumstead | Revised Access to Electronic Communications Apparatus | Revised application |
| 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 | Objections as previously noted. Ask for extension due to incomplete application. |

1. **TO DISCUSS PARISH PROJECTS** 
   1. **Walled Garden**

The Parish Council will speak to Cripps about what services are currently at the Walled Garden and what they are proposing to install. The Community Group need a certain level (phase three)

The Parish Council and the Community Group will jointly pay for the archaeological survey of the Walled Garden. The Parish Council will pay and reclaim half from the Group. Councillor Cawdron proposed, Councillor Edwards seconded, all in favour.

The Community Group confirmed due to the findings in the soil they will not in the beginning be growing and selling their own vegetables, this may come later.

1. **TO DISCUSS POLICY 1 (GROWTH) OF THE NEIGHBOURHOOD PLAN**

The Parish Council discussed the policy. Councillor Cawdron proposed we keep policy 1 as it, Councillor Heath seconded. All in favour.

1. **TO DISCUSS NEW LOCATION OF SAM2 SIGN ON BROADLAND DRIVE, THORPE END**

The location would be just past the garage on Broadland Drive. The proposal is to move the bracket from Middle Road. Councillor Cawdron proposed that perhaps installing “children play here” signs to try and slow traffic. Councillor Heath will try and get costings for September’s meeting. Children’s drawings from the School/Preschool could be used.

1. **TO DISCUSS THE POTENTIAL NEW FENCING AT THE CHILDREN’S PLAY AREA IN GREAT PLUMSTEAD**

Delayed until next month as Councillor Johnson has all the details.

1. **TO DISCUSS NEW WOOD PROTECTION OF CHILDREN’S PLAY AREAS**

Councillor Johnson produced costings of £530 to add new wood protection to all wooden play equipment. Proposed by Councillor Claxton. Seconded by Councillor Heath. All in favour.

1. **TO DISCUSS THE REQUEST TO HOLD THE LITTLE PLUMSTEAD FIREWORK DISPLAY**

The organisers of the annual firework display have requested permission to hold 2019’s display on potentially the 2nd November. The Parish Council gave permission on the stipulation that the site must be cleaned up and fly tipping must not be encouraged.

1. **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 | **£50,823.50** | 28.06.2019 |
| Bank Balance | | Scottish Widows | **£85,787.36** | 30.06.2019 |
| Bank Balance | | Broadland Deposit | **£130,521.97** | 30.03.2019 |
| Payments | |  |  |  |
| T Scott | | | Salary and expenses | £1,118.45 |
| Norfolk Pension Fund | | | Monthly Payment | £360.29 |
| Roger Canwell | |  | Internal Audit | £64.00 |
| Innershed | |  | Yearly Hosting of Website | £178.80 |
|  |  |  | **TOTAL** | **£1,721.54** |
| Receipts |  |  |  |  |
| Broadland Growth Limited | | | Highways Contribution | £20000\* |
| HMRC |  |  | VAT Refund | £4978.75\* |
|  |  |  | **TOTAL** | **£0.00** |
| **Outstanding Cheques** | | |  |  |
|  |  |  | **TOTAL** | **£0.00** |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately | | | |  |
| **£49,101.96** |
| \* already included in the accounts stated above | | | |  |

* 1. **TO RECEIVE THE INTERNAL AUDITORS REPORT**

The internal auditor has undertaken the auditor’s report and has found everything to be in order.

* 1. **TO AGREE INTERNAL CONTROL OFFICER**

At the Parish Council’s AGM it was incorrectly recorded that Councillor Cawdron was the RFO. The RFO is the Clerk and Councillor Cawdron is the Council’s Internal Control Officer.

The Parish Council are proposing to move £20,000 to savings account at September’s meeting.

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 September at 7.00pm at Little Plumstead Village Hall.

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

Parish Partnerships

Great Plumstead Children’s Play Area’s fencing

There being no further business the meeting closed.

Signed: Chairman Date: