**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 10th February at 7.00pm at St David’s Church 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)**

* **Police Report** – Little Plumstead – 3, Great Plumstead – 11 and Thorpe End - 0
* **County Councillor Report** – The 30mph notices for Broad Lane are now being advertised. The Parish Council will hopefully be able to organise for the SAM2 signs to be in place at the same time, Councillor Heath and Johnson will look for suitable places for Highways to approve. Councillor Mackie has asked for a feasibility study to be undertaken on Broad Lane and the passing places will also be looked at. Highways have attended the flooding on Hare Road and pumped the water out. This is just a temporary solution but Highways are investigating long term solutions. Councillor Mackie is chasing up the speed scheme on Hospital Road. The 2020/21 budget review is due to be debated and voted on 17th February. This includes a 2% precept increase for adult social care and additional precept increase of 1.9% for other services pressures.
* **District Councillor Report** – Broadland District Council met with Mr Edwards of Alexander Grace Homes in January. The outcomes and next stages are: Mr Edwards has confirmed he does not want to sell the land to Broadland, additional commitment to delivery of the Management Plan is now required, clear demonstration of implementation of the Management Plan, remedial work to bring the site back up to standard and Mr Edwards is personally liable for any Health and Safety claims relating to poor management of the site. *Councillor Vincent confirmed that enforcement will always be there. Councillor Heath will raise all the health and safety issues with the site.* The emerging Local Plan has started and will run until 16th March 2020. Documents are available at <http://www.gnlp.org.uk>. Grant funding for 2019-20 of £500 has been given to the 1st Great & Little Plumstead Sea Scout Group to help fund the construction of the new boat house. The grant scheme will continue for 2020-21 and from April 2020 there will be £500 available. The illegal encampment on Smee Lane has been serviced notice and will be moved on or will go to court.
* **Public Participation –** Residents on Broad Lane, Little Plumstead attended the meeting and reported that the verges are being filled in with tarmac which is already cracking. Lumps of tarmac are being eroded. The green is being eroded. Delivery drivers are being abused when stopping on the side of the road. The drainage ditch is full of mud and needs clearing. It was asked whether Broad Lane could be closed to through traffic, it was advised that this would mean that the traffic would be diverted to other roads, some of which are also unsuitable for anymore traffic then they already have. Councillor Carty asked whether Broad Lane could be designated as a “quiet lane”. The Parish Council is awaiting further information from Highways about the signs which are being moved from Smee Lane and Low Road, we have asked this to be moved to somewhere else in the parish which is having problems with speeding cars. Councillor Jones asked whether we could ask the school to circulate something to ask drivers to have consideration while driving on Broad Lane – a reminder that the speed limit is being reduced. Councillor Mackie suggested asking the police to patrol the area randomly once the speed limit is reduced. It was asked whether the verges could be put back to make passing places fewer, which in turn may make the number of cars slow down. This may come back from the feasility study Councillor Mackie has asked for.

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

Councillor Bullen

1. **DECLARATIONS OF INTEREST**

Councillor Jones - GNLP

1. **TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 13th JANUARY 2020**

Agreed

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

If Highways say we can put in a raised bed in Thorpe End for the crossing, we could potentially get match funding. Councillor Jones asked for a message to be put to Highways that the drains on Toad Lane need to be cleared out.

1. **TO RECEIVE CORRESPONDENCE**
* **Jerome Mayhew MP - Parish Visit –** Put forward the 17th April.
* **Planned Repairs – Northern Broadway –** Works will begin on 27th January until 14th February.
* **Meeting with Green Infrastructure, Broadland DC – The Glade, Little Plumstead –** Once the revised management plan is agreed, arrange another meeting.
* **Request – Great Plumstead Playing Field – 25th May –** Agreed. Hirer will have to produce public liability insurance certificate, risk assessments and health and safety documents. Any bouncy castle hirer, the company must provide an attendant. The land will be checked before and after the hirer period by a Councillor.
* **Request – Use of Great Plumstead Carpark –** Agreed
* **Broad Lane – Reduction of Speed Limit –** In consultation period.
* **Tree in Thorpe End Conservation Area –** The tree is located at the top of The Boulevard. The conservation department at looking at it.
* **Broad Lane – Closure –** The road will be closed between 17th February and 21st February for a BT duct installation.
1. **TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| **20200220** | **Homeleigh, Broad Lane, Little Plumstead NR13 5BY** | **Proposed sub-division of garden to create 1 new dwelling & attached double garage (Revised Proposal)** |  |
| **20200202** | **Land at Green Lane East, Little Plumstead** | **Development of up to 165 dwellings and the provision of 0.4 hectares of land****for a medical centre (Use Class D1) with all matters reserved except access****(Outline)** | Previous comments, adding: isn’t in-line with our Neighbourhood Plan. Broadland has its five year land supply.  |
| **20200165** | **4 Beech Drive, Little Plumstead NR13 5FJ** | **Two storey rear extension** | No objections  |

1. **TO DISCUSS THE GREATER NORWICH LOCAL PLAN**

The consultation period is now open until 16th March 2020. All information at [www.gnlp.org.uk](http://www.gnlp.org.uk). The Clerk will be gathering in responses and comments for the sites which are being discussed.

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

The wall restorations are now complete. The outbuildings have been re-roofed. Together with new double glazed windows and the potting shed door has been installed. External fencing and frost door installations have been started and should be completed by 10th February. Services ductwork below the entrance slab to the outside of outbuilding has been placed and new threshold entrance concrete poured. Foul water drainage is awaiting connection.

The Walled Garden Group have asked the Parish Council to confirm to Heritage Lottery that they will continue the project on should the Group not be able to. The funding is 50% up front, 40% once the 50% is spent and the final 10% afterwards. The gardener will be on a fixed term contract. Councillor Cawdron confirmed that we need a monitoring element to the funds for the garden funding. The Clerk put forward that there is an element of risk associated with this. Heritage Lottery have indicated that they would be willing to transfer the project to the Parish Council but have not confirmed this for certain. The Walled Garden Group are running the shop and the garden projects with the funds together in one account, this means that potentially if the shop goes into administration the money for the garden will be taken by administrators as well. The Councillors voted who was in favour of giving the reassurance to Heritage Lottery that the Parish Council will carry on the project, all in favour.

* + 1. **Walled Garden Carpark Quote**

Councillor Johnson has gathered in quotes for the clearance of the carpark. Two trees will be left for the moment but these may be removed at a later date. The quote Councillor Johnson put forward as £780 – Proposed Councillor Vincent, Seconded – Councillor Edwards. All agreed.

* 1. **Rosebery Road Amenity Land**

We will need to go to tender due to the monetary levels involved. Councillor Cawdron will send the schedule of works to the Clerk to work up the paperwork The Councillor agreed to call the new public area – Rosebery Field.

1. **TO DISCUSS THE LOCATION OF THE NEW NOTICEBOARD IN GREAT PLUMSTEAD**

Councillor Johnson proposed to place the new noticeboard on the other side of the carpark from the Parish Council noticeboard/bus shelter. All agreed.

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 | **£40,654.43** | 30.01.2020 |
| Bank Balance | Scottish Widows | **£40,793.46** | 31.01.2020 |
| Bank Balance | Broadland Deposit | **£135,846.60** | 30.06.2019 |
| Payments |  |  |  |
| T Scott | Salary and expenses  | £1,118.65 |
| Norfolk Pension Scheme | Monthly Payment  | £360.29 |
| HMRC |  |  | Monthly Payment | £95.62 |
| Anglian Water |  | Water Rates | £483.92 |
| Munnings Construction  | Walled Garden - Lean To | £8,335.66 |
| Munnings Construction  | Walled Garden  | £8,774.88 |
| Birketts LLP | Legal Services | £300.00 |
| Information Commissioner | Annual Fee | £40.00 |
| Came and Company |  | Insurance Renewal | £1,055.38 |
| Munnings Construction  | Walled Garden | £1,961.28 |
| Munnings Construction  | Walled Garden | £17,079.58 |
| Little Plumstead Management Committee | Hall Hire | £127.35 |
| NSALG |  |  | Membership - Allotment | £397.00 |
|  |  |  | **TOTAL** | **£40,129.61** |
| Receipts |  |  |  |  |
| Allotment |  | Plot 28 | £30.00 |
| Allotment |  | Plot 16 | £30.00 |
| Allotment |  | Plot 7 | £33.00 |
| Allotment |  | Plot 15 | £33.00 |
| Bowls Club |  | Water Rates | £975.08 |
| Bowls Club |  | Rent | £550.00 |
| Allotment |  | Plot 1, 2 and 3 | £93.00 |
| Allotment |  | Plot 22a/b | £33.00 |
| Allotment |  | Plot 11a | £18.00 |
| Allotment |  | Plot 27 | £33.00 |
| Broadland District Council | Repayment S106 Monies | £2,534.14 |
| Broadland District Council | Repayment S106 Monies | £8,159.73 |
| Broadland District Council | Repayment S106 Monies | £14,232.98 |
| Allotment |  | Plot 9 | £33.00 |
| Allotment |  | Plot 21 | £30.00 |
|  |  |  | **TOTAL** | **£26,817.93** |
| **Outstanding Cheques** |  |  |
| HMRC |  |  | Monthly Payment | £95.62 |
| Norfolk Pension Scheme | Monthly Payment | £360.29 |
| NPTS |  |  | Training | £48.00 |
|  |  |  | **TOTAL** | **£503.91** |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately |  |
| **£26,838.84** |
| \* already included in the accounts stated above |  |

1. **TO DISCUSS THE ISSUES WITH PARKING ON THE WILLOWS DEVELOPMENT**

The Clerk has a letter from the Police to be circulated to the Cripps development.

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 March at 7.00pm at Little Plumstead Village Hall.

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

There being no further business the meeting closed.

Signed: Chairman Date: