**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 14th December 2020 at 7.00pm via Zoom Link**

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

**Mr R Heath Mrs J Jones**

**Mr D Johnson Mr R Claxton**

**Mr S Vincent Mrs L Carty**

**Mrs M Bullen Mr G Edwards**

**Mrs T Scott (Clerk)**

* **Police Report** – Thorpe End – 1, Little Plumstead – 12, Great Plumstead - 1
* **County Councillor Report** – The County Council has put in place a range of initiatives to support residents during the winter months. Residents struggling financially this winter this is a Winter Support Scheme with emergency cash for daily living expenses detail at [www.norfolk.gov.uk](http://www.norfolk.gov.uk). The Council is leading the government initiatives for the school holding vouchers which will cover the Christmas and February half term. The Council is also working with PINK Orange charity to deliver household meal kits (which also include other household essentials) to Norfolk residents. The Council has started gritting the roads, and has named its seven new gritter lorries to help cover a large area. The Council is again providing 24/7 care over the Christmas and new year period for the most vulnerable residents, please call 0344 800 8020. The works on Hare Road have been actioned and the drainage seems to be holding up. Councillor Mackie has asked for the area to be maintained on an ongoing basis. Councillor Mackie thanked Councillor Jones for her support and information regarding this site. Councillor Mackie has support the Council’s parish partnership scheme for village gates in Thorpe End and Little Plumstead. The new signs for Hospital Road, Little Plumstead are being manufactured and now awaiting their installation. Scams which are going around at the moment include fake letters from Royal Mail, HMRC, access charges to plausible sites that are simply taking your money. If you receive such a letter, go through official channels, not through the details given on the letter. If in doubt also report or check with Trading Standards via Citizens Advice 0808 223 1133. Door to door sales are forbidden under the Tier rules. The budget consultation closes on 14th December. The Council has received an unqualified statement of accounts for 2019/20 and a full value for money statement. Great news for the council of a gross budget of nearly £4bn. Councillor Mackie thanked the residents, teachers and Councillors he has worked with especially Ben Rayner over the last 12 months.
* **District Councillor Report** – Broadland are running some general planning training sessions for the Parish and Town Councils. Another training session will take place for planning enforcement. Sadly Broadland as some of the highest levels of covid-19 across Norfolk. In the Plumstead area we saw the highest rates in Broadland with over 280 per 1000,000 in the week to 1st December. Very worrying increases in certain age groups, especially in the 80+ age group. If you need help or support or know someone who needs help and support please contact the Help Hub by telephoning 01508 533933. More information is available at <https://www.broadland.gov.uk/coronavirus>. Local business support is available through grants, more information available https://www.broadland.gov.uk/coronavirus/businesses
* **Public Participation –** It was reported that the lake on The Glade is insecure as the gate is open near the Anglian Water substation. This has been reported.

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

Councillor Claxton

1. **DECLARATIONS OF INTEREST**

Councillor Wiley – Planning – Manor Farm, Little Plumstead

1. **TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 9th November 2020**

Agreed.

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

Councillor Wiley confirmed in relation to planning application 20201996 that a show facility will be installed. Soft landscaping will be included in the development.

1. **TO RECEIVE CORRESPONDENCE**

* Road Issues – Thorpe End Mini-Roundabout. It has been reported that unfortunately there are still issues at the Thorpe End Mini-Roundabout. The Clerk has spoken to Highways about this and can confirm that the humps cannot be raised as it will then become unsafe for HGVs and alike. They cannot move the roundabout. Councillor Heath asked if extra signage would be possible.
* Training – Planning – Councillor Cawdon, Jones, Johnson and Heath together with the Clerk.
* Letter from Councillor Steve Riley (Overview and Scrutiny Committee) – You are able to get involved in the Overview and Scrutiny Committee by making suggestions for relevant subject or issues to be added to its work programme. The Committee overviews and scrutinises the Cabinet report/decisions. Suggestions should be set to [cllr.steve.riley@broadland.gov.uk](mailto:cllr.steve.riley@broadland.gov.uk) cc’d sue.white@broadland.gov.uk.
* Norfolk County Council’s Cold Winter Support – please visit [www.norfolk.gov.uk/covidwintersupport](http://www.norfolk.gov.uk/covidwintersupport).
* Rangers Visit – Week commencing 21st December 2020 – Mud clearance (Blofield Hall Road, Hospital Road, Middle Road). Little Plumstead pathway

1. **TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| 20202241 | 6 Plumstead Road, Thorpe End | Two new pillars built, set back further from the existing pillars and road to allow for a secure gate to be fitted | We note that that the removal of the hedging and it will be replaced with laurel plants.  We have assumed that this will be out of nesting seasons or with appropriate inspection to go inline with the nesting seasons regulations, if not it needs to be. |
| 20202256 | Mousehold Stables, Reeves Corner, Great Plumstead | Conversion of first floor of utility building to form a one bedroom domestic annexe | Parish Council concern is primarily about sub-standard accommodation being provided and the relative ease of this becoming a separate dwelling |
| 20202161 | 24 Nelson Drive, Little Plumstead | Proposed single storey side extension | No objections |
| 20202163 | Hall Cottages, Low Road, Great Plumstead | Hedgerow part removal to form new access to replace an existing access directly adjacent to Hall Cottages | This is a mature and protected hedgerow. There are discrepancies between documents. The planting proposed still means that an existing eco-corridor is disrupted by the new driveway. The new driveway goes over the middle of the paddock field. Does not follow any existing boundaries. If proposals could be consolidated to remove conflicting statements, then the level of mitigation would appear appropriate. The Hall and its surrounds are outside any development area. The new driveway disadvantages a rural field area for future agricultural uses. There is already an existing entrance way which would be used, together with the land being grade 1 agricultural land. |

1. **TO DISCUSS PARISH PROJECTS** 
   1. **TO DISCUSS THE WALLED GARDEN**

The Clerk will write a letter to Cripps/Insurance Company about the damage to the wall. The Solicitors have confirmed that as the tree was located on the Cripps’ land and was clearly dead the responsibility lies with them. Cripps removed the tree from the area, although the base is still in the woodland. Cripps have requested and received a quote from Munnings to undertake the work. Councillor Cawdron confirmed that the wall is in a bad state and is likely to worsen with the bad weather on the way. It needs to be propped as soon as possible. Councillor Carty asked going forward how often the Parish Council would like a report from the Walled Garden Community Group, a quarterly report was agreed as reasonable. It was confirmed that the shop and café are still doing well.

* 1. **TO DISCUSS ROSEBERY FIELDS**

We are waiting for the land to be transferred.

* 1. **TO DISCUSS GREAT PLUMSTEAD PLAYING FIELD – CHILDREN’S PLAY AREA**

Councillor Johnson reported that the area is now fenced in. The safety signs for the dogs will be going up shortly. The second part of the project is to install two new benches outside of the fenced area. Councillor Johnson gathered in 3 quotes for the benches and recommended NBB to have 1, 8 seater round bench at £670 plus VAT and 1, 2 meter picnic bench at £480 plus VAT. This can be converted to be wheelchair friendly easily. A fitting kit will also be needed at £70 plus VAT per bench. Proposed Councillor Bullen and Seconded Councillor Wiley. All in favour. Monies to come from Section 106 Monies Recreational fund.

1. **TO AGREE TO THE FORMATION OF HAMILTON FIELDS LAND ADVISORY COMMITTEE**

The Clerk confirmed that the Committee will be called Rosebery Fields Advisory Group not Hamilton Fields. The committee will consist of Councillor Cawdron, Johnson, Jones and Heath. The terms of reference were adopted, all in favour. These will be updated as the project progresses.

1. **TO DISCUSS THE SANDPIT, SANDHOLE LANE CONTRACT FOR 2021**

Increase of £3.47 on last year’s rental payment. All in favour.

1. **TO DISCUSS THE PROJECT OF INSTALLING FENCING AND A GATE ON THE SCOUTS LAND**

The Councillors discussed this project of installing fencing and a gate to secure the Scouts area. The Councillors were in favour of undertaking the project but this would mean a longer timeframe for the Scouts as the Parish Council have to abide by regulations. If the Scouts are ok to wait, the Parish Council will undertake the project, but if they cannot then they have the permission to undertake the project themselves. Proposed Councillor Heath, Seconded Councillor Carty, All in favour.

1. **TO DISCUSS THE DOG BINS IN THE PARISH AND UPGRADING TO LARGER BINS**

The Clerk confirmed that we cannot have large bins due to the weight limit. We can however increase the empties to twice a week. Councillor Bullen confirmed that the bins seem to be withstanding the deposits at the moment but will monitor the situation. The Clerk has asked about the new location on Broad Lane/Water Lane but waiting for Environmental to confirm.

1. **TO DISCUSS THE SAM2 LOCATIONS ON NEW POTENTIAL LOCATIONS**

New locations proposed are Green Lane, Thorpe End (by sub-station potentially), Broadland Drive, Thorpe End, Toad Lane, Great Plumstead (by NDR bridge), Plumstead Green, Broad Lane, Penrice Road/Water Lane. Councillor Heath confirmed that potentially 2 new brackets will be needed which cost £250 per bracket. Councillor Bullen questioned whether it would be sensible to purchase another SAM2 signs as our current one is being stretched with all the locations, Councillor Vincent confirmed that the Highway’s fund which we received from the Rosebery Road development could be used to purchase a sign for Great Plumstead. Councillor Heath will gather in quotes for a new SAM2 sign.

1. **TO DISCUSS THE EXTERNAL PLAYGROUND INSPECTION**

The external playground inspection has recently taken place. No major issues were reported, there were a few maintenance issues which have already been undertaken. Councillor Johnson is looking into installing more safety mats under the high slide in Great Plumstead playing area.

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 | **£83,504.82** | 30.11.2020 |
| Bank Balance | | Scottish Widows | **£40,796.53** | 30.11.2020 |
| Bank Balance | | Broadland Deposit Account | **£136,846.84** | 31.04.2020 |
| **Payments** |  |  |  |  |
| T Scott |  |  | Salary and expenses | £1,102.21 |
| HMRC |  |  | Monthly Payment | £87.06 |
| Norfolk Pension Scheme | | | Monthly Payment | £363.61 |
| Garden Guardian | |  | Grounds Maintenance | £7,065.60 |
| J Cator |  |  | Sandpit Rental (half year) | £135.37 |
| David Bracey | |  | Playground Inspections | £198.00 |
| PKF |  |  | Audit Fee | £480.00 |
| D J Johnson | |  | Replace damaged fence Gt Plum | £120.00 |
| D J Johnson | |  | Warning signs at Gt Plumstead | £45.00 |
| D J Johnson | |  | Walled Garden Carpark | £71.00 |
| Munnings Construction | | | Walled Garden Carpark | £3,721.20 |
|  |  |  | **TOTAL** | **£13,389.05** |
| **Receipts** |  |  |  |  |
| Broadland District Council | | | S106 Repayment | \*35736.25 |
| Eastern Power Networks | | | Land Rental - Pole | 9.30 |
|  |  |  | **TOTAL** | **£9.30** |
| **Outstanding Cheques** | | |  |  |
| Steelway Fensecure | |  | Gt Plum Playing Field Fencing | 7898.90 |
| Broadland District Council | | | Deposit Account | £25,207.78 |
| Chris Parr |  |  | Overpayment - Allotment | 6.25 |
|  |  |  | **TOTAL** | **£33,112.93** |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately | | | |  |
|  |  |  |  | **£37,012.14** |
| \* already included in the accounts stated above | | |  |  |

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 11th January 2020 at 7.00pm via Zoom Link.

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

Website

SAM2 Sign

There being no further business the meeting closed.

Signed: Chairman Date: