**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 11th January 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 – 0, Little Plumstead – 16, Great Plumstead - 0
* **County Councillor Report** – Councillor Mackie confirmed that Green Lane (railway bridge) is closed due to severe flooding. The gullies and drains were checked and the flooding was due to the amount of rain which fell in a short period of time. It is being discussed what needs to happen, short term there will be depth boards and extra signage. Long term, potentially put in a lagoon but the land is not owned by the Council. They are in discussions with the developer for the area. The road/drainage works on Hare Road finished at the end of November. Unfortunately they were overtaken with the large rainfall. Ben Rayner from Highways confirmed that the flooding is worse than ever. The pond doesn’t seem to be draining away as it should, this could be due to a clay layer. The solution will not be easy, Highways are looking at what can be done to help. In the short-term bollards to be installed on the bank to ensure people know where the edge to the pond is. They will look into pumping the pond out to help with forthcoming rainfall. Councillor Heath confirmed that the flooding areas seem very bad. One issue is the roads are lower then the bordering fields, would it be possible to raise the roads to allow drainage. Councillor Jones confirmed that when the gullies are cleared the drainage points are not always dug deep enough which makes the whole project non-cost effective. All the works should be checked afterward to ensure that the gullies and drainage points are low enough to allow the water to flow. Councillor Heath asked if the drainage to the Witton Run could be checked as the natural drainage to there doesn’t seem to be happening like before. Cycleways and footways initiatives are being taken forward. Resurfacing of Plumstead Road in Thorpe End, looking at the roundabout at the moment and what else can be done. The trod on Plumstead Road (leading from Dussindale Drive to Thorpe St Andrew) have been put into the development plan resources.
* **District Councillor Report** – The second virtual planning training sessions for Council representatives is on 19th January 2021. There will be a separate session for planning enforcement in March. Proposals to consult (Regulation 19) on the new Local Plan should be agreed by all three Councils involved this week. The consultation will start at the beginning on February and run until 15th March 2021. This will be the last chance to comment prior to the new Local Plan being submitted for examination in the summer of 2021. Tickets for the new Broadland Community at Heart Lottery with a £25,000 top prize will be available to buy from Tuesday 12th January. Players will be able to buy tickets online at [www.communityatheartlottery.com](http://www.communityatheartlottery.com). If you know of anyone who is in need, who cannot access essential items or needs to speak to someone immediately regarding Covid-19 please ask them to contact Broadland’s Help Hub by telephoning 01508 533933. More information is available at <https://www.broadland.gov.uk/coronavirus>. Local business support is available through grants, for details go to <https://www.broadland.gov.uk.coronavirus/businesses>. *Councillor Cawdron asked if the comments on drainage into Thorpe End for the planning applications for Salhouse Road, Sprowston/Rackheath and Brook and Laurel Farm be taken on by Broadland DC when deciding the details. Councillor Vincent confirmed that they are being looked at by experts. Councillor Cawdron noted that the NDR drainage lagoons were equally assessed by experts, but have proved more permanently flooded lagoons than infiltration basins. If we do not allow for surface water overflow pipework, the natural overflows will directly affect Thorpe End.*
* **Public Participation –** At the moment the developer has not submitted proposals for the Green Lane bridge and surrounding area.Councillor Vincent confirmed that the development has been held up by the railway, it has to be viable with Network Rail. The developers are still looking at the design, we have to keep in mind what the development means to the parish and what the road system will look like. The developer has said that they will put in all of the drainage in one go. The Thorpe End Christmas event raised approximately £2,600 for Nelson’s Journey. It has been returned that motorbikes have been driving on the development land behind Thorpe End, this has been reported to the police. The Scouts have submitted a plan for gates to secure the area, the approximate cost for the project is £600. The Parish Council confirmed that we will need to see all the quotes. They are still working on the new hut project. They confirmed that they should be able to send through details to the Parish Council for this shortly.

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

None

1. **DECLARATIONS OF INTEREST**

None

1. **TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 14TH DECEMBER 2020**

Agreed

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

The Clerk confirmed that we are still waiting to hear back from Environmental Services about the proposed new site for a dog bin in Little Plumstead (Water Lane). Confirmation that Planning Training is taking place on the 19th January, a number of Councillors are attending. The Rosebery Field Committee is meeting (via zoom) next week to start discussions for the project, we will report back to the Council. Highways have confirmed that the new locations for the SAM2 sign are approved. Councillor Bullen confirmed that no dog or rubbish bins will be put in on the NDR, the paths are becoming disgusting. Councillor Heath suggested taking photographic evidence of the rubbish and mess and sending through to the County Councillor.

1. **TO RECEIVE CORRESPONDENCE**

None

1. **TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| 20202396 | Little Plumstead Hospital, Hospital Road, Little Plumstead, NR13 5FA | New building for incoming utilities supplies and substation  |  |

1. **TO DISCUSS PARISH PROJECTS**
* **Walled Garden –** We have instructed solicitors on the damage to the wall from the fallen tree. They have confirmed the liability in law sits with Cripps. Councillor Wiley has emailed Daniel Cripps directly asking for them to take liability and repair the wall. Councillor Wiley recommends that he follows this up with a call to Mr Cripps this week. The works needs to be scheduled to be done as soon as the weather improves and can be done. All in favour.
* **Walled Garden Community Group –** The Parish Council extended their sincere thanks to Adrian Nagel for all his hard work, effort and dedication to the project. A sincere welcome to Andy Carty who takes up the position of Chairman of the Community Group.
1. **TO DISCUSS THE CHURCH ROAD AMENITY LAND**

The developers have confirmed that unfortunately the land is too wet at the moment to complete the planting of the whips and also the grass. They have asked whether any special seed for the grass is wanted? They have questioned whether the Parish Council will be taking on ownership of the Bus Shelter? Councillor Wiley suggested the grass should be a conservation mix, slow growing and hard wearing. Councillor Johnson discussed about planting a hedge from the oak tree on the corner approximately 30 meters around, this would continue the wildlife corridor.

1. **TO DISCUSS THE FLOODING ISSUES IN THE PARISH**

Discussed under County Councillor’s report.

1. **TO DISCUSS THE BUDGET 2021/22 AND SET THE PRECEPT FOR THE YEAR 2021/22**

Precept rising 4% to £47,895. This equates to ½ penny a week per band D property.

Proposed Councillor Edwards, Seconded Councillor Jones. All in favour.

All content to move surplus Property Maintenance Monies to Asset Replacement Fund.

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 | **£82,123.00** | 30.12.2020 |
| 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 | £1,152.41 |
| HMRC |  |  | Monthly Payment | £86.86 |
| Norfolk Pension Scheme | Monthly Payment  | £363.61 |
| Broadland District Council | Litter/Dog Bin empties | £255.60 |
| D J Johnson |  | Gt Plum picnic tables refund | £1,478.40 |
| Munnings Construction Ltd | Walled Garden Carpark & Planters | £3,721.20 |
| GPVH |  |  | Water Rates Refund | £205.16 |
| Scouts |  |  | Water Rates Refund | £23.71 |
| Bowls Club |  | Water Rates Refund | £1,009.76 |
| Anglian Water |  | Water Rates  | £156.88 |
| Came and Co |  | Additional Premium - WG | £110.47 |
|  |  |  | **TOTAL** | **£8,564.06** |
| Receipts |  |  |  |  |
| Allotment Holder |  | Plot 10a and subscription | 18.00 |
| Allotment Holder |  | Plot 17 and subscription  | 33.00 |
| Allotment Holder |  | Plot 19 and subscription | 33.00 |
|  |  |  | **TOTAL** | **£84.00** |
| **Outstanding Cheques** |  |  |
| Broadland Deposit Account | VAT Refund | £25,207.78 |
| 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 |
|  |  |  | **TOTAL** | **£33,773.42** |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately |  |
|  |  |  |  | **£39,869.52** |
| \* already included in the accounts stated above |  |  |

1. **TO DISCUSS POTENTIALLY PURCHASING A NEW SAM2 SIGN**

Councillor Heath confirmed that Norfolk County Council only approves of one kind of sign from Westcote. The signs cost £250 for a manual sign and £350 for a Bluetooth sign. The brackets are £50 each. The Parish Council allocated £4000 to the SAM2 sign project – this includes one Bluetooth sign, one battery, 2 freestanding posts and 5 brackets. We will have 10 active sites. These monies will come from the Rosebery Road Highway Fund.

1. **TO DISCUSS THE PARISH COUNCIL’S WEBSITE**

Councillor Heath with the Clerk have been discussing the Council’s website and whether it meets requirements. It does meet the requirements needed but it is difficult to manage. We have three options – we can invest in our current website (unknown cost), default package which are aimed at Parish Councils or a simple system based on a build your own website. Councillor Heath confirmed that we currently pay approximately £300 per year at the moment, a simple system would be approximately £80 per year. We may want to also invest in a Parish Council logo. The Councillors voted for a simple system. Proposed by Councillor Cawdron, Seconded by Councillor Jones. All in favour.

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 8th February 2021 at 7.00pm via Zoom Link.

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

Willows, Little Plumstead – Parking Issues

There being no further business the meeting closed.

Signed: Chairman Date: