**GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 8th March 2021 at 7.00pm via Zoom Link**

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

 **Mr R Heath 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 – 18, Great Plumstead – 0. The Councillors asked if we could investigate the numbers which are displayed on their website and whether its possible to have a monthly report again for the area.
* **County Councillor Report** – Councillor Mackie sent his best to all the staff, parents, carers and children returning to school. Councillor Mackie has secured feasibility studies for Broad Lane, Little Plumstead and Plumstead Road, Thorpe End. The footpath for Plumstead Road, Thorpe End is now part of the development on Broad Lane (next to the railway line). The Trod from Thorpe End to South Hill Road remains part of the Brook Farm Travel Plan. The issue with the flooding on Hare Road, Great Plumstead has been raised with Highways again. Posts have been erected to reduce the risk of accessing the pond. Pumps have been requested again for the area. Highways are now exploring two schemes which may depend on the gas pipe across the area. The first is a new pipe from the road to the field and away, the second is another pipe down to the Witton Run. These designs are being worked up and will be shared with stakeholders. *Councillor Wiley will look into the flooding on Broad Lane, Little Plumstead which has appeared.* The signs on Green Lane North have been re-enforced and the police are making regular visits. Many motorists have been advised and some have been fined. The works are planned, with ditches into the fields and side areas a priority. Depth gauge signs have been ordered and will be the first to be installed. Longer term solutions are being designed. The County Council investment of an extra £1.5m to help target flooding is helping to support these schemes. The works for the Plumstead Road, Thorpe End is planned for the summer. Councillor Mackie has asked for the mini roundabout and the crossing to be raised. The Parish Council were successful with its Parish Partnership bid for the gates in the parish. *The Parish Council are just waiting the final costings for the parish gates, Councillor Wiley has asked if they gates can have speed signs on them.* Councillor Mackie has been working with the police on a number of local matters, they have been carrying out plain clothed visits across the area. Report any suspicious activity to the 101 number. A budget for recovery has been agreed by Norfolk County Council to support communities, the economy and the environment. A £439 million net revenue budget, £102m boost for roads and infrastructure and a 3.99 per cent Council Tax rise has been agreed. This means – invest £45.7m to meet cost and other pressures in services, including £28.2m in adult social care demand, £7m in children’s services and £10.5m in community and environmental services. £18.8m for Covid-19 in 2021-22. Savings of £41.2m including a net £20.4 of new proposals. Invest £102m in capital programme. £11.5m supported housing for young adults. £4m for children’s residential homes and investment in the Long Stratton bypass, and new libraries. £2m funding to respond to flooding, additional £350,000 in revenue budget provision, £235,000 in highways spending to reduce road flooding risks and £1.5m for creation of a new flood reserve for urgent works. Increase Local Member Fund to £10,000 to be made available to local parishes and communities to fund environmental projects. £3m for improvements to greenways, footpaths and trails. Norfolk Libraries has set up a phone line which serves as a first stop for parents and carers in the county using new devices to teach their children. Libraries have removed the overdue charges for everyone under the age of 16. Plans are progressing for two new special schools currently being built in Fakenham and Great Yarmouth. A six week public consultation has launched for both settings. Bereaved families are reminded of the support available and the importance of registering a death and organising a funeral in a timely manner. Additional support is available.
* **District Councillor Report** – Broadland officers met with Mr Edwards and his team last week to be told by him that he has undertaken the expected works required to fulfil the Management Plan. An external team is going out to assess the works and report back. Mr Edwards also made a big play about employing an “on site” Community Engagement Person. If there are areas where anyone thinks the works fail to meet requirements please take photos and send them through with details. The Broadland Council Tax will increase by £4.39 or less than 9p a week. The next series of online planning training session for Town and Parish Councils will be held on 17th March 2021. The launch of Broadland Community at Heart Lottery has been a huge success with over £40,000 being raised for local causes without costing them a penny. Tickets are available to buy online at <https://www.communityatheartlottery.com>. Causes can still register, for free, to receive funding support. The food waste collection services have been expanded into Thorpe St Andrew, Sprowston, Old Catton, Spixworth and Drayton. *The Greater Norwich Local Plan closes on the 22nd March. All previous comments are taken into account but anyone who wishes to add comments should. The Councillors thanked Councillor Vincent and Cawdron for attending the planning committee meeting for the land on Broad Lane which has been approved for development. Councillor Vincent has asked for the pathway to Thorpe End to have a trigger point in the development. Councillor Heath said that the amenity land should go into a proper management company and managed properly, Councillor Cawdron confirmed that this is part of our Neighbourhood Plan.*
* **Public Participation –** There is no date as yet for the road works on Plumstead Road. As soon as these are known they will be published. The damage to the brickweave paths in Thorpe End has been reported to Highways but as yet no response, the Clerk will chase. The pathway along Salhouse Road needs to be swept as it is covered in thorns. The Farmers/landowners have swept their part of the pathway, Highways are responsible for the part which has been left.

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

Councillor Jones

1. **DECLARATIONS OF INTEREST**

None

1. **TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 8th FEBRUARY 2020**

All agreed

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

None

1. **TO RECEIVE CORRESPONDENCE**
	1. Street Naming – Plot L2A Broadland Business Park – The road will be called Burtt Way.
	2. Street Naming – Little Plumstead Phase 4 – Councillor Heath mentioned that it’s believed the main road is already named Old Hall Road. Needs to be checked. The other names put forward were Joe Oakley and Ronald Brown, both who have long connections with Hospital and the area.
	3. Temporary Closure of Church Road, Great Plumstead – 16th March to 18th March (8am – 5pm) for BT works. 15th March (7.30am – 5pm) for excavation and reinstatement to repair a manhole.
	4. Rough Sleeper Count – 28-29th March – None recorded
	5. Astley Road – Skip Request – No objections
2. **TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
|  | The Platform, Broad Lane, Little Plumstead | Demolition of an outbuilding (workshop) and erection of a self build bungalow | Application has been appealed to the secretary of state. No further comments. |
| 20210253 | 10 Plumstead Road, Thorpe End | Enlargement and creation of new openings. Replacing doors and windows. New stack and new paving. Park garage conversion  | No objections  |
| 20210242 | Home Farm House, Water Lane, Great Plumstead | Canopy over external patio area to form a balcony off the first floor bedroom. Existing south bedroom window to be replaced with French doors. Balcony on east side of house to no longer go ahead | No comments  |

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

Councillor Johnson confirmed that we have received three quotes back for the damage to the wall. One quoter has confirmed that if the works are more detailed then what they can see now they will not be able to undertake the project. One of the quotes needs to be updated and include ancillary sums. Councillor Wiley confirmed that we need an engineer’s report on the damage for the quoters to know what they are dealing with. Councillor Cawdron confirmed that Morton’s would be able to provide this service, the cost for the report would be approximately £1000. Councillor Wiley confirmed that we should inform our insurance company that we are undertaking the engineer’s report to assess the extent of the damage. All in agreement.

 **Green Amenity Land, Church Road, Great Plumstead**

Councillor Johnson confirmed that the plans which we have received are not correct, they seem to be back to the original plan, not the updated version. Agreement that a hedge at the back would be better and along the last house, not along the road as this will cause visibility problems with the Water Lane/Church Road junction. Ingram have confirmed that the hedge will be going along the back, can assume that the plans are incorrect. The Clerk will go back to Ingram and Planning to see what is happening.

**Rosebery Fields**

Councillor Johnson confirmed that we are still waiting for all the quotes to come in. There will need to be a planning application for the carpark and the footpath.

1. **TO DISCUSS THE QUOTES RECEIVED FOR THE GROUND MAINTENANCE 2021/22**

The Parish Council received three quotes for the 2021/22 grounds maintenance. The Parish Council agreed to go with Garden Guardian for the next three years. Proposed Councillor Cawdron, Seconded Councillor Johnson, All Agreed.

1. **TO AGREE THE INTERNAL AUDITOR FOR 2020/2021**

The Parish Council agreed to continue with Catherine Moore as the internal auditor, the Council’s policy is to change internal auditors every 3 years.

1. **TO DISCUSS INSTALLING NEW DOG AND RUBBISH BINS**
	1. **TO AGREE BIN TYPE FOR WATER LANE, LITTLE PLUMSTEAD**

Councillor Heath asked if we could get an update on the enforcement notice for the footpath from the Willows development to the pathway on Water Lane. There will be adequate space on the verge to install a dog bin (Water Lane side). The bin type will be square with a lift up lid, the price for the bin is £124.99, pole kit is £83.99. Proposed Councillor Bullen, Seconded Councillor Edwards. All Agreed.

The following Dog Bin locations are – The Green (pathway), Middle Road (Bridge). Rubbish bins locations – Middle Road (Bridge), Pathway Plumstead Road/Broad Lane, Great Plumstead Playing Field.

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 | **£36,068.23** | 26.02.2021 |
| Bank Balance | Scottish Widows | **£40,797.56** | 31.01.2021 |
| Bank Balance | Broadland Deposit Account | **£136,846.84** | 31.04.2020 |
| Payments |  |  |  |  |
| T Scott |  |  | Salary and expenses | £1,127.21 |
| HMRC |  |  | Monthly Payment | £87.06 |
| Norfolk Pension Scheme | Monthly Payment  | £363.61 |
| Mrs Wher |  | Tree Cutting - Padgate | £280.00 |
|  |  |  | **TOTAL** | **£1,857.88** |
| Receipts |  |  |  |  |
|  |  |  | **TOTAL** | **£0.00** |
| **Outstanding Cheques** |  |  |
| Chris Parr |  |  | Overpayment - Allotment | £6.25 |
| Scouts |  |  | Water Rates Refund | £23.71 |
| HMRC |  |  | Monthly Payment | £86.86 |
| Norfolk Pension Scheme | Monthly Payment  | £363.61 |
| Came and Co |  | Annual Insurance Payment | £3,144.89 |
| National Allotment Society | Allotment Subscription | £36.00 |
| Information Commissioner | Data Protection Renewal Fee | £40.00 |
|  |  |  | **TOTAL** | **£3,701.32** |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately |  |
|  |  |  |  | **£30,509.03** |
| \* already included in the accounts stated above |  |  |

The Clerk asked if we could move approximately £20,000 into our savings account. Agreed.

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 12th April 2021 at 7.00pm via Zoom Link.

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

Dog Bins

There being no further business the meeting closed.

Signed: Chairman Date: