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**A Meeting of Great & Little Plumstead Parish Council was held on Monday 21st February 2022 at 7.00pm at Octagon Barn, Octagon Business Park, Little Plumstead**

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

 **Mr R Heath Mr D Johnson**

**Mr R Claxton Mr S Vincent**

**Mrs L Carty Mr G Edwards**

**Mr H Marks Mr P Knowles**

**Mrs T Scott (Clerk)**

* **Police Report** – Thorpe End – 1, Little Plumstead – 4, Great Plumstead - 1
* **County Councillor Report** – County Council will shortly meet to agree its annual budget for 2022/23. The proposed increase is 2.99% which includes a 1% adult social care precept. The County Council is going through the government’s white paper on Levelling Up and what this means for Norfolk. Norfolk is one of only nine authorities are include to explore the next stage of County Deals. More details will emerge over the coming months. Councillor Mackie thanked those involved in local community litter picks, especially along Green Lane. Councillor Mackie attended the official launch of the Victorian Greenhouse Project in the Walled Garden. The Crowd Funding link to support the greenhouse is live. The County Council has opened its newest recycling centre just off the NDR for Norwich North. This is now the biggest in Norfolk and includes a Re-Use Shop. The County Council has reduced the cost of road closures for jubilee celebrations to £22. The form can be found on the council’s website.
* **District Councillor Report** – Broadland District Council has frozen its element of the Council Tax, leaving the cost of a band D property at £129.91. As part of the government’s package of support to help with rising energy bills, households in Council Tax Bands A-D will receive a £150 rebate on their council tax. The rate will be made by Broadland District Council from April. It’s a one off payment which does not have to be repaid. Repairing works to the Church Carpark in Little Plumstead is planned for March. Residents are being asked to help shape out rough sleeper strategy through a current consultation, which finishes on Sunday 20th February. Currently Broadland has a low number of rough sleepers and all are offered accommodation. The Council is seeking a service that – prevents rough sleeping, offers support and accommodation, helps people make choices and receive support so they don’t return to rough sleeping and makes sure a joined up approach with other organisations. The second period of public hearings commences on 1st March with session again live streamed. [www.gnlp.org.uk](http://www.gnlp.org.uk).
* **Public Participation –** Councillor Carty asked if we could ask Norfolk County Council to look at Water Lane and the gaps between the trees on the verge and whether extra trees could be planted in the 1 Million Tree Scheme.

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

Councillor Bullen and Jones

1. **DECLARATIONS OF INTEREST**

None

1. **TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 10th JANUARY 2022**

Agreed.

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

The Clerk confirmed that the White Gate Project has been pushed with the new Highway Engineer and hopefully there will be more to report shortly.

1. **TO RECEIVE CORRESPONDENCE**
* **Norfolk County Council – Highways Engineer –** Ben Rayner left Highways before Christmas and the new Highways Engineer is Richard Pearson.
* **Broadland Northway – Replacement Planting –** The green fencing is on the list to be replaced, the fencing has been ordered. The tree guards were removed by the team and will be cleared away. The pathway along the railway line has been closed for safety and will be replaced.
* **Great Plumstead Defibrillator –** It was found on a routine inspection that it isn’t working correctly. It will be back in working order as soon as possible.
* **Invitation to Town and Parish Council forum –** Reserving two spaces for Councillors
* **Road Closure – Plumstead Road, Thorpe End –** Plumstead Road at the railway crossing will be closed from 6th March – 7th March between 9pm and 6.30am.
* **Great British Spring Clean –** Taking place again this year. More information available from Keep Britain Tidy.
* **SLCC Norfolk Annual Conference** – Clerk will attend the conference.
* **Walled Garden – Update on Projects –** The roof on the shop/café is being strengthen to allow photovoltaic cells to be mounted. Installation of a new Victorian greenhouse in the garden. The Walled Garden Group is currently fundraising for the Victorian Greenhouse, details can be found on their website/Facebook/in store. Installing insulation and plasterboard to the gardeners shed. New shed for storage. Looking at ways to change the entrance to the toilets to allow the building to be used.

1. **TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| 20220156 | The Anchorage, 7 Heath Road, Thorpe End | Rear extension at first floor level only above the existing kitchen/family room, to create 2 new bedrooms and a relocated bathroom. New single-storey extension at the front of the property, to create an enclosed porch and improve the size of the existing lounge | No comments. |
| 20220170 | Land adjacent Brooklyn House, Broad Lane, Great Plumstead | Proposed 1 no new dwelling and new access | Previous comments are taken into account. |
| 20220086 | Hatherleigh, Reeves Corner, Great Plumstead | Demolition of the existing two storey extension and the erection of a new replacement and infill extension  | No objections |

1. **TO DISCUSS PARISH PROJECTS**

Councillor Johnson confirmed that we have sufficient trees for Rosebery Fields but we could look into larger trees using the Broadland District Council Tree Grant. The planting day for Rosebery Fields is the 12th March at 11.30, unfortunately at the moment no confirmation has come from the Scouts as to whether they are able to attend. The Clerk queried whether we would be interested in having a plaque for the jubilee tree, Councillors were interested depending on price.

* 1. **TO DISCUSS THE LATEST ARCHITECT MEETING RE GREAT PLUMSTEAD RECREATIONAL AREA**

The Architects presented designs based on the feedback which the Councillors gave from the last presentation. Looking at phasing payments instead of phasing building to make sure this doesn’t restrict the building. Any building has to be low maintenance. Design to be one floor only, removes the need for any lift. Any design needs to take into account protection from vandalism. The community aspect should be future proof. Design for Bowls and Scouts will increase their footprint within the same boundary. Storage to be included in the roofs of the buildings. Looking at solar panels for the roofs.

* 1. **TO DISCUSS THE VAT OF THE PROJECT**

Clerk to get professional VAT advice quotes.

1. **TO DISCUSS AND AGREE THE TREE INSPECTION QUOTES FOR THE PARISH**

Quote to be built into next year’s budget. Our trees are currently inspected by our Tree Warden. Rosebery Field and Great Plumstead Recreation section of the survey can come from Section 106 Agreement Monies. The Clerk will ask them to break the quote down by site and to remove the Walled Garden Carpark.

1. **TO DISCUSS AND AGREE THE REPLACEMENT KNEE RAIL AT BROADMEAD GREEN**

Quote received from PJH Property Maintenance to repair the knee rail at Broadmead Green. It was reported that there are 5 knee rails in total which are broken, the Clerk will ask them to replace all. Proposed – Councillor Carty. Seconded – Councillor Vincent.

1. **TO DISCUSS INSTALLING NEW BENCHES ON BROADMEAD GREEN AND PADGATE PLAY AREA**

The Councillors have previously agreed to purchase four new benches for the parish. These will be installed – 2x Little Plumstead Play Area, to replace the two broken benches. 1x Padgate Play Area. 1x Rosebery Fields. The Councillors discussed installing extra benches on Broadmead Green and decided against it for the time being as the area already has two benches.

1. **TO DISCUSS INVESTIGATING THE OWNERSHIP OF THE GREENS, PLUMSTEAD ROAD, THORPE END**

The Clerk will go through the papers which she holds to see if we have any confirmation of who owns the different parts of the greens. Councillors believe that there is a plan which was previously put together.

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 | **£43,449.84** | 28.01.2022 |
| Bank Balance | Scottish Widows | **£40,797.56** | 31.03.2021 |
| Bank Balance | Broadland Deposit Account | **£136,846.84** | 31.04.2021 |
| Payments |  |  |  |  |
| T Scott |  |  | Salary and expenses | £1,148.58 |
| HMRC |  |  | Monthly Payment | £92.93 |
| Norfolk Pension Scheme | Monthly Payment  | £378.38 |
| Great Plumstead Village Hall | Hall Hire | £10.00 |
| B Y Training Services |  | Defib pads and battery x2, pads x1, battery x1 | £530.00 |
| National Allotment Society | Membership Fee | £33.00 |
| Cannon Clarke Architects  | Great Plumstead Project - Stage 1 | £4,500.00 |
| Pro-File |  |  | Works to Broadmead Green, Little Plumstead, Great Plumstead and Padgate | £224.00 |
| JR Cozens Wiley Ltd - Octagon Events | Hall Hire x8 | £288.00 |
| Information Commissioners Office | Data Protection Fee | £40.00 |
| Garden Guardian |  | Broadmead Green - Clearance of leaves | £102.00 |
| Parish Land Surveys Limited | Great Plumstead Project - Survey | £840.00 |
|  |  |  | **TOTAL** | **£8,186.89** |
| Receipts |  |  |  |  |
| Great Plumstead Village Hall | Annual Rent | 20.00 |
|  |  |  | **TOTAL** | **£20.00** |
| **Outstanding Cheques** |  |  |
|  |  |  | **TOTAL** | **£0.00** |
| **Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately |  |
|  |  |  |  | **£35,282.95** |
| \* already included in the accounts stated above |  |  |

* 1. **TO DISCUSS THE OPENING OF A UNITY BANK ACCOUNT FOR CIL AND S106 MONIES**

The Councillors agreed to open up at new Unity Bank Account for the CIL and S106 transactions which the Parish Council makes. The signatories will be the same as the Natwest Accounts.

1. **TO DISUSS AND AGREE COUNCILLOR TRAINING**

The Clerk will circulate the list of topics covers to the Councillors.

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 14th March 2022 at 7.00pm at Great Plumstead Village Hall.

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

There being no further business the meeting closed.

Signed: Chairman Date: