

# Great and Little Plumstead

P a r i s h C o u n c i l

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 13<sup>th</sup> June 2022 at 7.00pm at Great Plumstead Village Hall**

**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 P Knowles  
Mrs T Scott (Clerk)

- **Police Report** – Thorpe End – 1, Little Plumstead – 20, Great Plumstead - 0
- **County Councillor Report** – Councillor Mackie reported on the following highway matters: The white lines on the paths can't be painted on until the roads are adopted. The white gates project is ongoing, the Clerk is speaking to a resident about the positioning of one of the gates. Highways have visited Hare Road with a technical team to look at progressing this flooding issue. There was an accident at the bottom of Hare Road and Highways have looked at the area to see what extra measures could be installed, unfortunately mirrors are not supported. The police will be undertaking regular speed checks along that section of Great Plumstead. Highways will be reviewing the pathways along Post Office Road, Little Plumstead. The team are looking at the possibility of extending the Beryl Bikes scheme to Thorpe End. Councillor Mackie has committed up to £2000 from his local member highways and environment budget towards the Rosebery Field project. *Councillor Heath reported that the resurfacing of the roads in Little Plumstead wasn't done to a high standard and there are potholes forming already. There are bald patches in the normal places and these will only worsen overtime. Councillor Mackie confirmed that the feasibility reports on Plumstead Road and Broad Lane are still awaited.*
- **District Councillor Report** – Broadland District Council will be purchasing the Horizon Building (formally Aviva Building) on the Broadland Business Park. This will enable the office team (One Team) to be located in one building when delivering the services for two sovereign Councils. Additional benefits will be a significant saving in running and repair costs of the building, which also have a good "green" credentials and will reduce the Councils' carbon footprint associated with their buildings c84%. Broadland's Tots2Teens run holiday activities for children aged five years and updated during the school holidays. Sessions will run from 25<sup>th</sup> July to 5<sup>th</sup> September. Register on the Broadland website or telephone 01603 420525, lines open on the 13<sup>th</sup> June at 9am. Tots2Teens celebrate its 30<sup>th</sup> Birthday, to celebrate a challenge has been put together for our summer family challenge. There is a prize for those who complete the challenge of a good pack containing activities and discounts. The Church Car Park, Little Plumstead will be resurfaced and closed from the 25<sup>th</sup> July for approximately a week. The Nutrient Neutrality situation is still being progressed. Broadland's Jubilee celebrations continue throughout the summer with the free Jubilee Treasure Trail – The

Traveller's Charm. Paper booklets of the trails will be distributed to Broadland families via local schools in the coming weeks. Alternatively, this can be download this from the website to print at home. The jubilee corgi sculptures are being homes for the summer at seven key locations, one of which will be in the Walled Garden, Little Plumstead. The new kerbside collection service is going well. In the first month of service the Council collected: 10 tonnes of electricals, enough to fill 200 recycling bins, 7 tonnes of textiles, enough to fill three shipping containers and almost 1 tonnes of batteries.

- **Public Participation** – None

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

Councillor Jones and Bullen

### **2. DECLARATIONS OF INTEREST**

Councillor Carty – Walled Garden

### **3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON 8<sup>th</sup> MAY 2022**

Agreed

### **4. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 8<sup>th</sup> MAY 2022**

Agreed

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

Councillor Carty questioned about what will happen with the white lines on the pathways on The Willows, Little Plumstead. These cannot happen until the roads are adopted and its unlikely adoption will happen until Cripps have completed the whole development. The Councillors asked the Clerk to ask Highways how the adoption of The Willows and The Glade roads were progressing.

### **6. TO RECEIVE AND ADOPT THE STATEMENT OF ACCOUNTS AND BALANCE SHEET FOR THE YEAR TO 31<sup>ST</sup> MARCH 2022, TO APPROVE THE ANNUAL RETURN FORM, AND TO REVIEW THE EFFECTIVENESS OF INTERNAL AUDIT**

The Council unanimously approved the Annual Governance Statement which was signed by the Chairman and Clerk

The Council unanimously agreed the Accounts and Balance Sheet for the Year Ended 31st March 2022 and approved the Accounting Statements 2021/22 on the Annual Return Form. This was signed by the Chairman.

The internal auditor recommended: to review the Council's Fidelity Insurance. The allotment fees are due to be renewed. To update the Council's website as some parts do not meet standards. To go to online banking and move away from cheque payments.

The agreed minutes of the Annual Parish Council Meeting 2021 incorrectly noted that this meeting took place via Zoom whereas this was held face to face at the Octagon Barn, Little Plumstead.

## 7. TO RECEIVE CORRESPONDENCE

- **Little Plumstead Play Area – Tots2Teen Event** – Will be hosting an event on the 1<sup>st</sup> August and will use part of the play area.
- **Sandhole Lane Dog Bin – Damage** – This has been reported to Environmental and hopefully the bin will be replaced shortly.
- **Rackheath Primary Care Hub – Meeting** – There will be a public meeting with the Wroxham and Hoveton Medical Partnership to discuss the new medical centre. To take place on Tuesday 14<sup>th</sup> June at 7pm.
- **Broadland District Council – Elections** – No election was called so the Parish Council can now co-op new Councillor.
- **Norfolk County Council – Local List Consultation** – The consultation runs until 11<sup>th</sup> July 2022.
- **Flatlands – Update** – Second cut to all pathways and bramble clearance in the first week of June. Checking the bat roosts and monitoring the Japanese knot weed.
- **Church Carpark – Resurfacing Update** – Broadland are planning closing the carpark from the afternoon of the 22<sup>nd</sup> July to 29<sup>th</sup> July.
- **Road Closure – Church Road - Great Plumstead** – Closed from 9.30 to 15.30 on 30<sup>th</sup> June 2022 for tree cutting works.
- **Broadland – Re-wilding Feedback** – Not believed that any have happened in the Parish.
- **Community Police Forum** – 16<sup>th</sup> June at 6.30 to 7.30 via Teams

## 8. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

20220782	Land south of Salhouse Road	Variation of condition 3 of planning permission 20201880 – Revisions of layout	No objections.
20220666	3 Broad Lane, Great Plumstead	Single storey extensions to side and rear. Loft conversion	No objections.
20220747	The Walled Garden Community Shop and Café, Old Hall Road, Little Plumstead	Erection of a greenhouse	No objections.

20220791	Frenshame, 12 Heath Road, Thorpe End	Erection of front porch. New detached garage and garden room	No objections.
20220870	Plot 16b, Peachman Way, Broadland Business Park	Variation of condition 2 of planning permission 20210356 – Increase in size. Additional window at ground floor. Change in materials. Relocation of vehicle wash and recycling. Rearrangement of ground floor and first floor. Site relocation	The level of greenery/landscaping could be improved and energy needs/carbon footprint should be explored with a view to decarbonising the equipment hire operation.
20220878	1 The Stables, Hospital Road, Little Plumstead	Rear extension. Erection of front porch. New gate and patio doors. Listed Building Application	The Parish Council queries whether the Heritage officer has been informed due to the nature of the building. There is only a heritage statement from the Owners not from the Heritage officer.
20220892	1 The Stables, Hospital Road, Little Plumstead	Front porch. New patio doors. Rear extension. New gates. Householder Application	The design of the front porch seems out of proportion and will change the look of the building significantly. The design ignores the original brick arch aesthetic of the existing front design.  The Parish Council feels that any new porch needs to be much more sympathetic to the building as it is a Grade II listed building.

**a. PROPOSED REFORMS TO PLANNING APPLICATIONS**

The proposals put forward which are relevant to Parish Councils are:

- Nationally set planning policies and simplification of local plan process.
- To be notified of all planning applications
- Street votes system to give residents the ability to hold a vote on whether application should be given planning permission.
- A locally set, mandatory non-negotiable levy will replace S106 and CIL payments.
- Neighbourhood plans will be given more weight.
- Local authorities will have the discretion to introduce a council tax premium on second homes.

**9. TO DISCUSS PARISH PROJECTS**

**a. GREAT PLUMSTEAD RECREATIONAL AREA**

**i. TO DISCUSS THE QUANTITY SURVEYOR QUOTES RECEIVED**

Due to the quotations received the Parish Council are required to go to tender. The Clerk questioned whether the same quantity surveyor is best to be used for the whole of the project or is it possible to separate the project

stages. Councillor Knowles will do some research to investigate this and will report back to the Parish Council.

**b. PLAY AREA REPLACEMENT – ALL PLAY AREAS**

A number of pieces of the play areas in the parish will need to be updated in the coming years. The Parish Council has just received CIL monies from the Salhouse Road development so will look at Padgate Play Area first. Councillor Johnson and the Clerk will look into costings and report back to the Council. The plan is to either go for plastic or metal to have a longer life.

**c. WHITE GATE INSTALLATION – VARIOUS LOCATIONS**

This project is almost ready to be signed off and completed. One site needs to be checked with a parishioner as it is close to their driveway. Once we have this information we will be able to go ahead.

**d. GRAFFITI REMOVAL – PARISH WIDE**

Odd Bods Cleaning has very generously offered to remove the graffiti at the Great Plumstead Recreational Area and the bus shelters for free to give back to the community. This will hopefully take place within the next few weeks.

**e. TO DISCUSS THE WALLED GARDEN OUTBUILDING PROJECT**

The Councillors discussed the outbuilding project which will create a new doorway for the toilets to allow the outbuilding to become a separate useable space. It was questioned why the new doorway couldn't go directly into the toilet building, Councillor Carty explained that the builders confirmed this isn't possible. Councillor Claxton and Johnson will visit the site to look at the potential new layout. The Community Group have confirmed that they will be responsible for the works to the storeroom. Before the Councillors can vote on the works we will need to receive 2/3 quotes, the Clerk will request these from the Walled Garden Community Group.

**10. 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	<b>£42,710.13</b>	30.05.2022
Bank Balance	Scottish Widows	<b>£40,802.66</b>	31.05.2022
Bank Balance	Broadland Deposit Account	<b>£335,485.48</b>	31.03.2022
<u>Payments</u>			
T Scott		Salary and expenses	£1,167.22
HMRC		Monthly Payment	£103.04
Norfolk Pension Scheme		Monthly Payment	£391.53
Natwest		Bank Charges	£6.30
Norfolk County Council		Parish Partnership - White Gates	£4,881.25
Paddock Services		Rosebery Field - Weed Spraying	£384.00
R Heath		Refund - Locks for Goals	£33.98
J Cator		Sandhole Lane Rental - Half Year	£143.50
Mrs C Moore		Internal Audit	£85.00
		<b>TOTAL</b>	<b>£7,195.82</b>
<u>Receipts</u>			
Scouts		Annual Rent	£25*

Scouts		Allotment Rent	£30*
Broadland District Council		CIL - Little Plumstead Hospital and Salhouse Road Development	£122994.76*
		<b>TOTAL</b>	<b>£0.00</b>
<b>Outstanding Cheques</b>			
		<b>TOTAL</b>	<b>£0.00</b>
<b>Current Account Balance</b> after above payments made and <b>outstanding cheques cleared</b> will be approximately			
			<b>£35,514.31</b>
* already included in the accounts stated above			

**11. TO AGREE THE AMENDMENT TO ITEM 18 OF STANDING ORDERS AND ADOPT THE NEW ORDERS**

NALC have updated item 18 of the Standing Orders. For the Parish Council there aren't any fundamental changes which will affect our processes. The Councillors agreed to adopt the new Item 18.

**12. 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 11<sup>th</sup> July 2022 at 7.00pm at St David's, Thorpe End.

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

There being no further business the meeting closed.

Signed:

Chairman

Date: