

# 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 9<sup>th</sup> October 2023 at 7.00pm at Little Plumstead Village Hall**

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

**Mr A Cawdron**

**Mrs L Carty**

**Mr R Claxton**

**Mr G Edwards**

**Mr R Heath**

**Mr D Johnson**

**Mr P Knowles**

**Mrs T Scott (Clerk)**

- **Police Report** – August 2023 - Thorpe End – 3, Little Plumstead – 8, Great Plumstead - 3
- **County Councillor Report** – Councillor Mackie met with Highways to confirm the location of the white gates on Salhouse Road, Little Plumstead. Councillor Mackie has also asked for 30mph road painted signs to be installed as you come into Little Plumstead from the Brick Kilns junction. NCC has launched a new website [www.travelnorfolk.co.uk](http://www.travelnorfolk.co.uk) to help people get around the county more easily. The government appears to have signalled its funding commitment to the Norwich Western Link to complete the NDR. This was listed at number 38 in a long list of projects that will be funded instead of the Manchester to Birmingham HS2 project. Public consultation for the NCC budget will be undertaken over the autumn. The current proposals include a Council Tax increase of 4.99 per cent, including the adult social care precept of 2 per cent. The County Council is joining others across the country to attract a further 6000 foster carers across England. NCC information on becoming a foster carer, what it might mean and how you can be supported to foster can be found on the Norfolk County Council website. Residents, landowners, community groups and schools in Norfolk are being encouraged to join a new push aimed at increasing the number of trees planted throughout the county. Tree packs will be available at seven collection points across the county including Norwich (County Hall and Broadland Country Park), Acle, Long Stratton, Watton, Fakenham and King's Lynn. Those wishing to purchase a tree pack will be able to apply online from 13<sup>th</sup> September, packs will be ready for collection in the planting season between December 2023 – February 2024. More details available at [www.norfolk.gov.uuk/subsidisedtreepacks](http://www.norfolk.gov.uuk/subsidisedtreepacks). Norfolk County Council are looking for individuals who want to make a positive impact by becoming a volunteer driver for the Travel Norfolk Car Scheme. Individuals interested in joining this scheme can learn more by visiting [www.norfolk.gov.uj/volunteerdrivers](http://www.norfolk.gov.uj/volunteerdrivers) or by contacting the Travel Norfolk Car Scheme directly at 0344 800 8020.
- **District Councillor Report** – Safety improvements works will be taking place on the A47 around Brundall and Acle to improve driver experience. The planned works are on the Brundall roundabout with Cucumber Lane, with other resurfacing works on the A47 between Brundall and Vauxhall roundabout, Gt Yarmouth. Work will take place overnight on

weeknights only from 8pm to 6am, for 7 weeks in total starting on Monday 9 October and finishing on Friday 10 November.

- **Public Participation** – None

## AGENDA

### 1. APOLOGIES FOR ABSENCE

Councillors Bullen, Vincent and Jones

### 2. DECLARATIONS OF INTEREST

None

### 3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 18<sup>TH</sup> SEPTEMBER 2023

Agreed.

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

The Councillors asked for the clerk to go back to the bus company to confirm that it is believed that the Postwick Park and Ride not going to the Train Station is putting people off from using it. Councillor Heath confirmed he would get some prices for mole removal for the Great Plumstead Recreational Ground.

### 5. TO RECEIVE CORRESPONDENCE

- **Town and Parish Council Summit** – 9<sup>th</sup> November 2023 – Horizon Centre, Broadland Business Park
- **Bi monthly street count** – None were reported.
- **Parish Partnership Scheme** – Scheme is now open and closes on the 8<sup>th</sup> December.
- **Thorpe End sign**
- **Police and Crime Commissioner – Police Budget** – 11<sup>th</sup> October at 7pm.
- **Neighbourhood Plan – Update-** Broadland DC have replied to the email which was circulated. Broadland DC does not share the original emails concerns about the challenge to the neighbourhood plan.

### 6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

2023/2121	Cobblestones, 23 Woodland Drive, Thorpe End	Ground and first floor extensions, alterations and new dormer window	The application is missing information - no plans showing dimensioned sections to establish if the roof rooms work in design.
2023/1736	Heath Farm, Norwich Road, Little Plumstead	Change of use of former care home	The existing drawing ALS 9768-200-01 does not define car parking provision which will differ

		to holiday accommodation, private residence and associated ancillary storage and office space	considerably for a B&B from the care home. Therefore, proposed parking bays and cycling bays should be defined. As we noted previously, there is no identified kitchen/dining room unless within the domestic property adjoining. There is a note within the application document which states that opening hours are not relevant. Should this not be defined? In principle, the change of use for the property to residential and Bed and Breakfast is not objected to, but vehicle use will increase and the same main entrance is now proposed for the pig rearing facilities and accommodation behind the Heath Farm complex, placing HGV's in proximity. Our neighbourhood plan asks for the assessment of traffic movements arising from development and potential amelioration and intensification of use should be clarified. There are 7 bedrooms proposed for use plus the residential use, plus the existing business, plus the pig farm.
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## 7. TO DISCUSS PARISH PROJECTS

### a. GREAT PLUMSTEAD RECREATIONAL PROJECT – CURRENT SITUATION

The tender document has been put onto Contract Finder and into the local newspaper. Councillor Cawdron and Knowles will meet with the clerk to open these once they are received. The Clerk mentioned that there is a possible option of borrowing from Broadland District Council against future CIL payments, this would not be for the full amount of the project but to make up the potential shortfall from the late payments of the Salhouse Road development. The Clerk has found a couple of grants which could possibly be applicable for the project and will look into these further. Councillor Heath will make an application to the Football Foundation for a possible storage facility (up to £25,000) and portable flood lights.

Councillor Carty left the meeting at 8.05pm

### b. CHURCH ROAD AMENITY LAND – TO DISCUSS AND AGREE TRANSFER DOCUMENT

The solicitor has sent over the transfer document for the transfer of the amenity land at Church Road, this has been circulated to the Councillors. The Councillors asked

for a services and utilities plan. The Councillors agreed to sign the transfer as drafted.

Proposed – Councill Heath, Seconded – Councillor Edwards. All agreed.

## 8. TO AGREE CORRECTIONS TO PREVIOUS AGREED MONTHLY STATEMENTS

Three figures have been reported as follows for the Broadland Deposit Account:

£335,485.48 – 31.03.2022

£336,595.44 – 31.03.2023 (incorrect as confirmed by Broadland DC)

£316,359.96 – 31.03.2023

The monthly statements showed the following:

April 2023 - £335,485.48 – 31.03.2022 – *correct figure and date although should show 2023 figure.*

May 2023 - £335,485.48 – 31.03.2022 - *correct figure and date although should show 2023 figure.*

June 2023 - £335,485.48 – 31.03.2022 - *correct figure and date although should show 2023 figure.*

July 2023 - £335,485.48 – 31.03.2023 – *2022 figure with 2023 date.*

August 2023 - £316,359.96 – 31.03.2023 - correct

September 2023 - £335,485.48 – 31.03.2023 - *2022 figure with 2023 date.*

All statements will be amended to show the £316,359.96 which is correct at 31.03.2023.

Proposed – Councillor Johnson. Seconded – Councillor Knowles. All agreed.

## 9. 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>£27,521.61</b>	29.09.2023
Bank Balance	Scottish Widows	<b>£41,041.24</b>	30.09.2023
Bank Balance	Broadland Deposit Account	<b>£316,359.96</b>	31.03.2023
<u>Payments</u>			
T Scott		Salary and expenses	£1,247.80
HMRC		Monthly Payment	£96.50
Norfolk Pension Scheme		Monthly Payment	410.35
Anglian Water		Water Rates	£863.28
Russell Heath		Refund - Goal locks	£15.99
PKF		External Auditor	£756.00
CAN		Play Area Inspection Training	£120.00
Pro-file		Little Plumstead - Play Area Repairs	£194.97
		<b>TOTAL</b>	<b>£3,704.89</b>

<u>Receipts</u>				
Thorpe St Andrew FC			Football Hire Pitch	£225.00
Scouts			Annual Rent	£25.00
Great Plumstead Village Hall			Annual Rent	10.00
			<b>TOTAL</b>	<b>£260.00</b>
<b>Outstanding Cheques</b>				
Great Plumstead Village Hall			Hire Fee	15.00
HMRC			Monthly Payment	£96.50
Innershed			Hosting of website	£127.68
HMRC			Monthly Payment	£96.50
Norfolk Pension Scheme			Monthly Payment	410.35
HMRC			Monthly Payment	£283.51
Norfolk Pension Scheme			Monthly Payment	410.35
NPTS			Seminar	£54.00
			<b>TOTAL</b>	<b>£1,493.89</b>
<b>Current Account Balance</b> after above payments made and <b>outstanding cheques cleared</b> will be approximately				
				<b>£22,582.83</b>
* already included in the accounts stated above				

Councillors asked for the Clerk to speak to Anglian Water about the last invoice as there was leak in the pipework.

Proposed – Councillor Edwards. Seconded – Knowles. All agreed

Bank Balance	Unity Bank		<b>£27,307.52</b>	12.09.2023
<u>Payments</u>				
Unity			Service Charge	£18.15
			<b>TOTAL</b>	<b>£18.15</b>
<u>Receipts</u>				
Broadland District Council			Precept	£27,417.46
			<b>TOTAL</b>	<b>£27,417.46</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>£54,706.83</b>
* already included in the accounts stated above				

Proposed – Councillor Heath. Seconded – Councillor Johnson. All agreed.

Bank Balance	Nat West		<b>£29,769.21</b>	28.07.2023
Bank Balance	Scottish Widows		<b>£41,041.24</b>	31.07.2023
Bank Balance	Broadland Deposit Account		<b>£316,359.96</b>	31.03.2023
<u>Payments</u>				
T Scott			Salary and expenses	£1,247.80
HMRC			Monthly Payment	£96.50
Norfolk Pension Scheme			Monthly Payment	410.35

			<b>TOTAL</b>	<b>£1,754.65</b>
<u>Receipts</u>				
Allotment Holder			Plot 21A	£5.50
HMRC			VAT Refund	£11,043.90
			<b>TOTAL</b>	<b>£11,049.40</b>
<b>Outstanding Cheques</b>				
Great Plumstead Village Hall			Hire Fee	<b>15.00</b>
			<b>TOTAL</b>	<b>£15.00</b>
<b>Current Account Balance</b> after above payments made and <b>outstanding cheques cleared</b> will be approximately				
				<b>£39,048.96</b>
* already included in the accounts stated above				

Proposed – Councillor Johnson. Seconded – Councillor Edward. All Agreed.

**10. TO RECEIVE EXTERNAL AUDITOR REPORT FOR 2022/23 AGAR**

The Clerk read out the external auditor’s report for the 2022/23 AGAR. As reported previously the Council did not comply with Section 1, Box 4 as the explanation pages of the Notice were not displayed.

**11. 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 13<sup>th</sup> November 2023 at 7.00pm at Great Plumstead Village Hall.

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

There being no further business the meeting closed.

Signed:

Chairman

Date: