

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 10th March 2025
at 7.00pm at Great Plumstead Village Hall**

PRESENT: Mr J Wiley (Chairman)

Mrs M Bullen

Mr A Cawdron

Mrs L Carty

Mr G Edwards

Mr R Heath

Mrs J Jones

Mr R Rice

Mrs T Scott (Clerk)

- **Police Report** – No report
- **County Councillor Report** – The County Council now has priority devolution status for an elected Mayor for Norfolk and Suffolk, they will have devolved powers and funding to lead certain areas, including strategic infrastructure, skills and economic development as well as housing. They are due to be elected in 2026. The County Council elections due to take place in May have therefore also been postponed. On 21st March the County Council as well as the district councils must submit early ideas for local government reorganisation. The government has asked us to explore Unitary options only, this means that the district councils will go. This will not impact on the role of parish and town councils, albeit there may be more scope for additional activities, if funded. The County Council will be submitting a proposal to explore one or two unitary councils for Norfolk, it rejects a three unitary model that includes Norwich on extended boundaries. The final submission will take place in September for the Minister to decide what Norfolk will have. The sign on the NDR at Thorpe End has been chased, this was delayed. The pond on Hare Road, Great Plumstead isn't overflowing and the works under Green Lane railway bridge are holding up well. The major road scheme on Yarmouth Road mini roundabout has been postponed until June/July/August with the project staggered to mitigate gridlock on St Williams Way and Dussindale Drive. Councillor Mackie has been in correspondence with the residents regarding the pathways in Thorpe End.
- **District Councillor Report** – New documents were uploaded to the planning portal in relation to the development on Green Lane East, details regarding the pathway were not obvious and Councillor Harvey will chase this up. At the BDC Main Council meeting it was agreed that there would be no increase in Council Tax by Broadland District Council.
- **Public Participation** – It was discussed whether the Parish Council would agree to the electricity meters for the Activity Hut and the Scout Hut could be linked together in order to help the Scout group to save money. The Councillors agreed to this but confirmed that should the Scouts no longer lease the Activity Hut this would have to be separated again. The Bowls group discussed that the Bowls gate will become inaccessible due to the building works and the new entrance way will be from the gates which are next to the Village Hall. Councillor Heath confirmed that some parking signs were coming to help to stop inconsiderate parking.

The Bowls confirmed that they are moving to be Bowls Club and Social Club which the Parish Council fully support.

AGENDA

1. APOLOGIES FOR ABSENCE

Councillor Vincent and Knowles

2. DECLARATIONS OF INTEREST

Councillor Bullen

3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 10th FEBRUARY 2025

Agreed. Proposed – Councillor Heath. Seconded – Councillor Jones.

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

None

5. TO RECEIVE CORRESPONDENCE

- Big Broadland Litter Pick 2025 – To take place between 1st March to 31st May. All details are on the Broadland DC website.
- Road Closure – Hall Road, Little Plumstead – Closure on 26th February 2025.
- Woodland, The Glade – Broadland DC have met with Mr Edwards onsite and discussed the requirements under the current Management Plan. Due to the passage of time and evolution of the habitats on site there is a discussion whether the management plan needs to be updated and they will discuss this with Mr Edwards. Discussions were also had to enhance the biodiversity on the site and whether there was a potential to generate income as part of the national requirement for Biodiversity Net Gain. Mr Edwards confirmed that a number of works will be completed during Spring and Summer. Mr Edwards reiterated to Broadland DC the aspiration to establish a woodland burial service at the site which he believes will offset the maintenance costs for residents.
- Postwick Park and Ride – New services start on 30th March. Services will now be run by First Bus and Simonds with no subsidy from Norfolk County Council. New services will be: earlier journeys in the morning, later journeys into the evening, increased frequency and Sunday services at all sites.
- Norfolk County Council – Devolution – Have your say, information is on both Norfolk County Council and Broadland District Council websites.
- Rosebery Field – Incident with a dog – It was reported to the Parish Council that there was an incident at Rosebery Field with a dog off its lead. The Clerk reported this to the police as it was believed that the people involved had not at the time of the meeting. The Councillors will keep up to date with this situation as it progresses.

6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

| | | | |
|-----------|--------------------|---|---|
| 2025/0653 | Dakota, Broad Lane | Ground floor extension with balcony above | The application appears to show that the first floor balcony as proposed will overlook the neighbouring properties. |
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7. TO DISCUSS PARISH PROJECTS

a. UPDATE ON THE GREAT PLUMSTEAD RECREATIONAL PROJECT

Phase 1 of the construction programme is now entering week 20 of the 39 week programme. The UKPN works are planned for a seamless changeover and resupply. UKPN attended on the 18th February followed by Siemens for inspection of the meter installation, Willow-Denby's electrician is on site handling first fix and liaison. UKPN were on site on 24th February with a view to equipment removal, the poles were taken down on 25th February. There will be a delay in EON meter supply to 27th February which resulted in no power supply to the Scouts and Bowls Club for that period. First Fix electrical to the changing rooms commenced 10th February. Internal stud work to the changing rooms also commenced on the scheduled week 16 and is well advanced. First fix plumbing has also started. Insulated floor screed is also largely completed. Activity Hall work sections should now be possible from 26th February (week 18 of the programme) which remains in line with Willow-Denby's phase 1 programme. Brick and blockwork to the external walls has commenced. The remaining sections of the plant/store room foundations have been excavated and concrete poured which will allow two areas of superstructure work to be carried out. The challenge (and extra over costs expected) was in the ground with modified, increased sized surface water soakaways, removal and concreting in of the existing soakaways on the foundation lines of the plant room and the activity hall and the need to collect the roof surface water from the Scout Hut, which was not expected or designed for. Foul water drainage from both the Scout Hut and Bowls Club will be linked into the new main drainage runs from the changing rooms is anticipated next month. There is an anticipated uplift in external work costs to cope with the new profiling near the changing rooms and access facilities (ramps/stairs). There has been good progress on provisional cost sums totalling £139,000 which at present have been awarded at £149,331.03 relating to mechanical and electrical services and fit out. The difference of £10,331.03 is covered by the contingency. Changing room joinery is the last PC sum which has been confirmed without further uplift. The window and door installation is not on the anticipated programme and will potentially vary the changing room plastering. Only one meter has so far been installed and the Bowls Club is "piggy backed" off the Scouts supply pending arrival of their meter. The Parish meter for plant room and changing rooms is also awaited.

The Clerk confirmed that the contract with Eon for the plant room and changing rooms has been signed. The meter is awaited.

Invoices received from Willow-Denby for £77,505.71. This has been put against the agreed contract works and are all in order. Proposed – Councillor Cawdron. Seconded – Councillor Rice. All agreed.

The Councillors have been asked to choose the colours for the shower cubicles. It was decided that grey was the best colour.

Additional sums which have come forward are as follows:

- To fill in the soakaway which was found under the activity hut - £601.90
- To fill in the cesspit which was found under the bowls club storage room - £1715.44
- Bowls shed for storage - £490
- Bowls gates at Village Hall, due to other gates becoming inaccessible during building works - £200

Proposed – Councillor Cawdron. Seconded – Councillor Carty. All agreed.

b. TO DISCUSS THE QUOTES RECEIVED FOR THE MAINTENANCE WORKS TO THE WALLED GARDEN

The Parish Council received two quotes for the maintenance works which are required to the Walled Garden, these are repointing of the walls. The Councillors agreed to accept the quote from A&D Builders costing £2200 plus VAT. Proposed – Councillor Bullen. Seconded – Councillor Edwards. All agreed.

8. TO DISCUSS THE QUOTES RECEIVED FOR THE PARISH WIDE TREE SURVEY

Quote received from Target Trees. The quote includes GPS plotting of all trees and inspection. Cost £750 (including VAT) to be paid from the Tree Fund. Proposed – Councillor Carty. Seconded – Councillor Rice. All agreed.

9. TO DISCUSS THE QUOTES RECEIVED FOR THE TREE WORKS AROUND THE PARISH

Deferred to next meeting.

10. TO DISCUSS THE QUOTES RECEIVED FOR THE SIGNAGE AT GREAT PLUMSTEAD RECREATIONAL AREA

Deferred to next meeting

11. TO DISCUSS THE LATEST ON THE WOODLAND WALK, THORPE END

The Clerk contacted Broadland DC about the Woodland Walk in Thorpe End and the proposed link to the new development on Salhouse Road. This was discussed some years ago but nothing further has come forward, the decision will be made between Broadland DC and the developer. The Clerk will report back with further information when it comes forward.

12. TO DISCUSS THE PLAY AREA REPORTS AND SUBSEQUENT WORKS WHICH ARE NEEDED

The external play area inspection was undertaken recently and it has highlighted a number of issues. There are a number of medium and high risk issues which need to be fixed. The Clerk will contact the handymen for quotes, the high risk issues will be fixed as soon as possible.

13. FINANCIAL MATTERS

a. TO AGREE PAYMENTS IN ACCORDANCE WITH THE BUDGET AS LISTED

Payments

The following accounts were agreed in accordance with the Budget:

| | | | |
|---|---------------------------|-----------------------------|-------------------|
| Bank Balance | Nat West | £18,976.04 | 28.02.2025 |
| Bank Balance | Scottish Widows | £41,978.03 | 28.02.2025 |
| Bank Balance | Broadland Deposit Account | £330,308.59 | 31.03.2024 |
| <u>Payments</u> | | | |
| T Scott | | Monthly payment | £1,357.08 |
| HMRC | | Monthly Payment | £120.30 |
| Norfolk Pension Scheme | | Monthly payment | £444.03 |
| Little Plumstead PCC | | Grant - Grounds Maintenance | £1,225.00 |
| Google | | Google Workspace | £5.00 |
| ICO | | Data Protection Fee | £52.00 |
| NPTS | | Spring Seminar | £56.00 |
| | | TOTAL | £3,259.41 |
| <u>Receipts</u> | | | |
| Allotment Holder | | Increase in NAS membership | £0.50* |
| Allotment Holder | | Increase in NAS membership | £0.50* |
| Allotment Holder | | Increase in NAS membership | £0.50* |
| Allotment Holder | | Increase in NAS membership | £0.50* |
| | | TOTAL | £0.00 |
| Outstanding Cheques | | | |
| GPVH | | Hire fees | £90.00 |
| St David's Church | | Hire Fees - 2024 | £204.00 |
| HMRC | | Tax and NI | £120.30 |
| Norfolk Pension Scheme | | Monthly Payment | £444.03 |
| | | TOTAL | £858.33 |
| Current Account Balance after above payments made and outstanding cheques cleared will be approximately | | | |
| | | | £14,858.30 |
| * already included in the accounts stated above | | | |

Proposed – Councillor Rice. Seconded – Councillor Bullen. All agreed.

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|-----------------|------------|--------------------------------------|------------|
| Bank Balance | Unity Bank | £62,298.97 | 05.03.2025 |
| <u>Payments</u> | | | |
| | | | |
| Willow-Denby | | Great Plumstead Recreational Project | £25957.04* |

| | | | |
|---|--|--------------------------|-------------------|
| BCH | | Walled Garden Valuation | £118.80 |
| Online Playgrounds | | External Play Inspection | £367.20 |
| | | TOTAL | £486.00 |
| <u>Receipts</u> | | | |
| Broadland District Council | | S106 Repayment | £42151.51* |
| Broadland District Council | | S106 Repayment | £25957.04* |
| | | TOTAL | £0.00 |
| Payments Awaiting Authorisation | | | |
| | | TOTAL | £0.00 |
| Current Account Balance after above payments made and outstanding cheques cleared will be approximately | | | |
| | | | £61,812.97 |
| * already included in the accounts stated above | | | |

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

b. TO DISCUSS THE BANK ACCOUNTS WHICH THE PARISH COUNCIL HOLDS

The account which the Parish Council holds with Scottish Widows has confirmed that the interest rate has been reduced from 1.35% to 1.25%, the Clerk questioned whether the Councillors would like to keep all four of the accounts which are held. It was felt at the moment that it was best to keep the accounts which the Parish Council holds but to look for others, especially with government reorganisation which will remove the Broadland Deposit Account.

14. TO DISCUSS THE QUOTES RECEIVED AND APPOINT THE INTERNAL AUDITOR

Four quotes have been received. The Councillors agreed to appoint Faye Haywood at a cost of £80.

Proposed – Councillor Edwards. Seconded – Councillor Bullen. All agreed.

15. TO REVIEW POLICY 1 OF THE NEIGHBOURHOOD PLAN

Deferred to next meeting.

16. TO DISCUSS WHAT ITEMS SHOULD GO ONTO SOCIAL MEDIA THIS MONTH

Planning Applications, Road Closures, Devolution information.

17. 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 April 2025 at 7.00pm at St David's Hall, Thorpe End

18. TO RECEIVE ITEMS FOR THE NEXT AGENDA

Great Plumstead Recreational Ground – Amendments to Planning

There being no further business the meeting closed.

Signed:

Chairman

Date:

DRAFT