

MEETING OF SWANTON MORLEY PARISH COUNCIL

MEETING MINUTES

Monday 11th September 2023 AT 7.30PM

SWANTON MORLEY VILLAGE HALL

Councillors Present: Mr R. Atterwill (Chairman), Mrs B O'Dowd (Vice Chair), Mr J. Venworth, Mr J Phillips, Mr B Almond, Mr D. Turner and Mrs A Walker-Fraser

Also in attendance: Mrs K. Pickard (Clerk), and 3 members of the public

Matters Raised Under Time Allocated to the Public

A member of the public raised the issue of contractors parked on the footpath on Town Street as well as the vehicles parked outside the garage.

A letter will be sent to the garage.

A member of the public also reported that a driver in a military uniform was driving too fast through the village and when the member of the public signalled him to slow down, the soldier turned the car around and used abusive language.

Another member of the public raised the issue of antisocial behaviour from Swanton Vale. The member of the public has opened dialogue with the housing association who are looking into it and Councillor Atterwill will follow this up with Breckland Council.

Councillor Atterwill raised the issue of the Waterfalls and that he had received a telephone call from a resident who had been unable to access anyone on the team that had helped previously. When Councillor Atterwill arrived there were 15 cars parked erratically in the area and 100 people on site.

A patrol car came to site to check on the situation.

Councillor Atterwill then received an email from another resident, this was read aloud in the meeting.

It was agreed that the Parish Council would write to Breckland Council regarding the situation and request action.

It was also agreed that the Parish Council would write to the landowner.

There was no County Councillor Present

The Meeting Went into Session

District Council report

District Councillor Atterwill reported that Breckland District Council have been relatively quiet during the summer with very little business being transacted.

Breckland Council still have a 5 year housing land supply and all policies still hold weight.

1. To Accept Apologies for Absence

Apologies were received from Councillor Rodrigues accepted by the Council

2. To Receive Declarations of Interest

Councillor Turner and Councillor Venworth declared an interest in item 7c.

3. Minutes from the Parish Council Meeting of 14th August 2023 to be Accepted, Initialled and Signed

Councillor Venworth proposed that the minutes are a true and accurate record seconded by Councillor O’Dowd and carried

Councillor Turner abstained

4. Matters Arising from Minutes of 14th August 2023 (For Exchange of Information Only)

None were raised

5. Finance

a) Accounts to Approve for Payment:

Councillor Turner proposed that the payments are made seconded by Councillor Venworth and carried

Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 5	Bacs	£3805.71	
N Power	Streetlight electricity	Direct debit	£130.74	£6.53
S2	IT Support	Direct Debit	£172.08	£34.41
BT	Telephone line	Direct debit	£116.67	£5.83
PKF Littlejohn	External Audit	BACS	£504.00	£84.00
Lappin Group	Allotment water meter	BACS	£612.59	£102.10
Viking	Stationery	BACS	£101.50	£16.92
Bracken Pest Control	Allotment strimming	BACS	£225.00	
AT Coombes	Tree Survey	BACS	£210.00	
		Total	£5,878.29	£249.79

b) Income to be reported

Income Received from	Details	Amount
PWLB	Public works loan	£29,975.00
Allotment holder	Tenancy	£51.32
Barclays	Bank Interest	£13.22
		£30,039.54

c) To receive the Conclusion to the Audit for Financial year 2022/2023

The Clerk reported that the conclusion to the audit has been received. This has been returned with no advisories.

Councillor Atterwill read a short paragraph from the Internal Audit report.

Councillor Atterwill commended the Clerk and Vice Chair.

6. Land and Planning

a. To consider responses to Breckland District Council for any planning applications

None received

b. To Receive Report on Planning Decisions by Breckland District Council

3PL/2023/0646/F - New access to currently approved barn conversion and to give farm machinery access to existing farmhouse - Woodgate Hall Farmhouse Woodgate
APPLICATION REFUSED

3NM/2023/0078/NMA Decided 01-09-23

Kesmark House, Gooseberry Hill, , NR20 4PP

Proposal: Amendment to pp 3PL/2022/0917/HOU - Addition of a flue to accommodate a woodburner within the new extension (Non Mat Minor Amend)

APPLICATION REFUSED

c. To discuss the Breckland Council Local Validation list

The Clerk had circulated the correspondence ahead of the meeting for consideration.
It was agreed that the Parish Council stay silent.

d. To discuss the review of the Swanton Morley Neighbourhood plan

Councillor Atterwill reported that there is due to be a five year review of the Swanton Morley Neighbourhood plan.

Councillor Atterwill has contacted the consultant who assisted the council with the original Nothing is required to be amended for the plan for Robertson Barracks.

Neighbourhood Plan who has advised that very little is required for the review.

It is recommended that there is one public meeting.

It was agreed that the Parish Council would consider a sum of £2000 to be included in the 2024.2025 budget to carry out any work required.

Councillor Atterwill also reported that there will be the potential of a locality grant that the Parish Council can also apply for next year.

7. To Consider Matters for Attention for the Following Parish Assets:

a) Churchyard at All Saints' Church

- i) To receive the report on the Health and Safety of the trees

The Clerk had circulated the report to councillors ahead of the meeting for consideration.
The Clerk has requested a quotation to carry out the work

b) Swanton Morley Burial Ground

- i) To receive an update on the water supply to the Burial Ground

The Clerk reported that the wayleave process is currently being arranged by Solicitors.
Anglian Water will be carrying out a further survey ahead of the work taking place

- ii) To discuss the condition of the graves

It was noted that there are some of the graves that are in a poor state and do not comply with the memorial regulations.

The Clerk is to write to the owner of the graves and request that these are tended to.

Financial Year 2023/2024

- iii) To receive a report on the Health and Safety of the trees

The Clerk had circulated the report to councillors ahead of the meeting for consideration.
The Clerk has requested a quotation to carry out the work

c) Swanton Morley Allotments

Councillor Turner reported that there are no plots available.
There will be a working party arranged to clear the communal areas.
The planting around the container needs to be tidied up
The Clerk is to contact the Parish Council insurer to enquire about the cover for the container and contents on site

- i) To receive an update on the water supply to the allotment site

The Clerk confirmed that this work has now been completed.

d) Swanton Morley Open Spaces (Gooseberry Hill, Village Green and Davidson Park)

It was reported that the zipwire has now been fenced off.

An additional quotation for £656.80 had been received for the two cross beams which have rotted and the cable and the brake spring in order to complete the works.

Councillor Atterwill proposed that this quotation is accepted seconded by Councillor Venworth and carried

Councillor Atterwill then share a proposed design for the memorial lectern on the screen.
This design has been received with thanks to Kerry Doyle.
The Clerk will obtain some costings to consider as part of the 2024.2025 budget.

Councillor Atterwill then suspended the meeting.

A member of the public asked if the Light Dragoons would help with this, Councillor Atterwill responded that as they are no longer based in Swanton Morley this may prove difficult.
The Clerk suggested contacting the regiment and veterans charities.

The meeting went back into session

e) Swanton Morley Common Lands

The Clerk reported that the track leading to Mill Common is now overgrown.
It was suggested that this could be cut back once the pigs have been moved from the adjacent paddock.

It was reported that there had been bbq's used on Burgh Common.
Councillor Atterwill will attend site to inspect the plastic.

Councillor Turner reported that he also has the infrared camera to be sited on Mill Common.

Councillor Turner also reported that he is chasing up the Environment Agency concerning the river.

f) Streetlights

It was reported that a working party would be required to cut back the vegetation

g) Village Paths

Councillor Venworth reported that route 6 now needs updating

h) Noticeboards

The Clerk placed thanks on record to Councillor Venworth for updating the noticeboards.

8. Highways

a) To Receive Reports of Highways Faults / Matters for Attention

There is a manhole cover on Gooseberry Hill where the tarmac is breaking up.

There is still a leak where Anglian Water carried out some work.

Hoe Road North from the school and Hoe Road South still has defects outstanding

It was suggested that there needs to be a clearing of stones and sand on the road outside Town Street shop.

The Clerk is to write to the landowner regarding the hedging on Woodgate Road.

The Clerk is to write to Woodgate Park regarding the hedge

The Clerk will contact the landowner for the old piggery site regarding the hedge

At the junction on Pyes Lane the 30mph sign needs attention

b) To receive an update on the Community Speedwatch scheme

Councillor Turner reported that the scheme is still ongoing, Councillor Turner is going to contact Norfolk Constabulary to see if it is possible to run a session with two volunteers.

It was also suggested that a session is carried out on a Sunday on Town Street.

Councillor Atterwill reported that he had received correspondence from a resident concerning the speed on Rectory Road, Councillor Turner is also going to request a further location on Rectory Road.

c) To receive an update on the flooding survey on Woodgate

The clerk has chased up the second report from the Flood Management Team and will present this at the October meeting.

This will be included in the Mardler.

d) To discuss the Parish Partnership 2024/2025

The clerk has received an updated quotation from Norfolk County Council for the footpath to be extended at the end of Primrose Square for £13,000.

The Clerk is still awaiting the quotation for the footpath extension opposite the church.

e) To discuss hedgerows encroaching onto public footpaths

It was reported that there were a number of properties that have hedges encroaching onto public footpaths.

It was agreed that the Clerk will write to the homeowners.

f) To discuss the SAM data

The Clerk shared some SAM data on the screen.

It was reported that the average speedlimit on Rectory Road is 38mph and the highest recorded speed was 70mph

9. Correspondence (For Exchange of Information Only)

Councillor Atterwill reported that an email had been received ahead of the meeting from a complainant in the Village. The email was read out in full.

The letter agreed at the September meeting has been sent out to the resident.

The meeting was then suspended for further time allocated to the public

10. Any Item to be Reported for the Next Agenda

- Tree nursery (Norfolk Wildlife Trust)
- Jubilee Tree
- Tree survey quote
- Finance
- Policy review

It was agreed that the Finance and Governance group would meet ahead of the next meeting to review them.

11. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 9th October 2023 at Swanton Morley Village Hall at 7.30pm.

All agreed

The meeting closed at 9.24pm.

Approved by _____

Signed _____

Date _____