

## SWANTON MORLEY PARISH COUNCIL MEETING MINUTES

Monday 10<sup>th</sup> January 2022 AT 7.30PM

### SWANTON MORLEY VILLAGE HALL

**Councillors Present:** Mr R. Atterwill (Chairman), Mrs B. O'Dowd (Vice Chair), Mr D Turner, Mr I. Cawdron, Mr J Keen and Mr G. Curran.

**Also in attendance:** Mrs K. Pickard (Clerk), Mr B Borrett (County Councillor) and three members of the public

#### **Matters Raised Under Time Allocated to the Public**

One member of the public confirmed that the cost for the clock maintenance had been sent to the Clerk to be considered in the budget for 2022/2023.

A member of the public asked if it would be possible to hold a street party on the estate. Councillor Atterwill agreed in principle however he requested further information on what will be included.

A member of the public asked the Council to contact the developer due to large lorries turning on the neighbouring estate due to poor signage. The Clerk agreed.

#### **County Councillor Report**

County Councillor Bill Borrett reported that Norfolk County Council have been finalising the budget for the forthcoming year which is looking very positive that it can achieve a balanced budget.

Councillor Borrett has also supported the Parish Council's Parish Partnership bid for 2022/2023.

There is also funding available through Councillor Borrett for additional tree planting initiatives and an electric car charging point.

Councillor Atterwill asked Councillor Borrett if he was aware of any further work to improve the road surfacing on the S bends into the village. Councillor Borrett is not aware of any further work but is happy to receive an email from the clerk to follow this up.

Councillor Atterwill then asked Councillor Borrett if he would be mindful to support the Parish Council in an application for a licence to carry out additional cuts to those carried out by Norse. Councillor Borrett agreed and asked for this information to be included on the email from the Clerk. Councillor Borrett will also look into the whether there is any funding available for the Parish Council to claim.

Councillor Atterwill thanked him.

#### **District Councillor Reports**

District Councillor Duffield had sent his apologies.

District Councillor Atterwill reported that Breckland Council currently have a household support fund to help residents who may be struggling with the cost of food, fuel, or household essentials during this winter. Applications for up to £200 of support can be made but the closing date is 31st March 2022.

Councillor Atterwill offered to help assist with the applications.

Councillor Atterwill confirmed that there was going to be no planning meeting in January.

***The Meeting Went into Session***

## Financial Year 2021/2022

### 1. To Receive a Presentation from A Deputy Lieutenant of a Memorial Plaque

Councillor Atterwill introduced Deputy Lieutenant, His Honour Philip Curl. Mr Curl was in attendance to present Swanton Morley Village with a specially commissioned plaque to commemorate the community's resilience during the time of the pandemic.

Mr Curl made particular mention of Vice Chair Brenda O'Dowd who co-ordinated the Covid-19 Response Team of 31 volunteers.

Councillor O'Dowd and Chairman Roger Atterwill were very pleased to accept this on behalf of Swanton Morley Village and all of its residents and volunteers for coming together at the height of Covid-19.

### 2. To Accept Apologies for Absence

Apologies were received by Councillor Venworth, Councillor Rodrigues and Councillor Lappin; these were accepted by the council.

### 3. To Receive Declarations of Interest

Councillor Keen declared an interest in item 7d

Councillor Turner declared an interest in item 8c

### 4. Minutes from the Parish Council Meeting of 10<sup>th</sup> December 2021 to be Accepted, Initialled and Signed

Councillor Curran proposed that the minutes were a true and accurate record of the meeting seconded by Councillor O'Dowd and carried.

### 5. Matters Arising from Minutes of 10<sup>th</sup> December 2021 (For Exchange of Information Only)

None were raised

### 6. Finance

#### a) Accounts to Approve for Payment:

Councillor Turner proposed that the following payments are made seconded by Councillor Cawdron and carried.

Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 8 – under contract	BACS	£3185.05	
CGM	Grasscutting	BACS	£643.67	£107.28
BT	Telephone line	DD	£124.16	£15.10
E.On	Streetlight electricity	DD	£94.62	£3.10
S2 Computers	IT support	DD	£141.84	£23.64
Cozens	Streetlight repair (Moffett Road)	BACS	£138.00	£23.00
S2 Computers	Replacement Laptop	BACS	£472.80	£78.80
James Keith	Peppercorn rent	DD	£1.00	
		<b>Total</b>	<b>£4801.14</b>	<b>£250.92</b>

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### b) Income to be reported

Income Received from	Details	Amount
Barclays Bank	Interest	£1.16
Littleproud & Son	Burial fee	£190.00
	Total	£191.16

### c) To Discuss Items for Consideration for the 2022/2023 budget

Councillor Atterwill reported that the draft budget was almost complete for circulation and asked if any further items should be considered.

No further items were discussed.

### d) To Receive an Update on the Purchase of a Platinum Jubilee plaque

The Clerk had circulated different options for the mounting of the plaque.

It was agreed that the clerk should order the plaque and a local blacksmith could be used to mount the plaque onto an oak post.

Councillor Atterwill proposed that the bronze jubilee plaque is purchased at a cost of £150 + VAT seconded by Councillor O'Dowd and carried.

## 7. Land and Planning

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

3PL/2021/1622/LU - 1 Magnolia Mews - Erection of conservatory - certificate of lawfulness proposed use (Information Only)

Councillor Atterwill reported that this is for information only and no comments are required.

3OB/2021/0057/OB - Rectory Road Phase 2 - 3PL/2018/1246/F Schedule 2 Part 1,1.2 Heads of Terms for affordable Dwellings

Councillor Atterwill reported that this is for information only.

3PL/2021/1676/F - Land off Primrose Hill - Proposed 4no Residential Dwellings, Garaging and access drive following approval 3PL/2021/1172VAR and change of use of agricultural land to residential amenity space.

Councillor Keen proposed that the Parish Council respond with 'the Parish Council is concerned that this development is once again expanding and is now not in keeping with the requirements of Local Plan policy HOU 11 (Residential Replacement, Extension and Alteration). We would ask what is the point of this policy if the local planning authority is not going to adhere to it as is the case here? The boundary of the development site appears to be moving closer to the village settlement boundary and even though the tree screening is welcome there are concerns about this and future infilling of the space between this site and the settlement boundary' seconded by Councillor Curran and carried.

### b. To Receive a report on Planning Decisions by Breckland Council

3PL/2021/1340/HOU - 10 Thompson Close - Erection of a first floor extension over an existing garage and conversion of garage to reception room  
Permission granted

3PL/2020/1245/F - Land East of Gooseberry Hill land to immediate east of recreation ground, Swanton Morley

## Financial Year 2021/2022

Erection of single-storey detached dwelling together with associated detached single-storey garage/workshop, solar panels and landscaping  
Refused at Appeal

### **c. To Consider Breckland District Council Consultation on the Council's Statement of Community Involvement**

Councillor Atterwill reported that there had been an extension granted to submit comments. It was noted that the following paragraph which is in the current SCI has been deleted from the new proposed document.

*"In working with Town and Parish Councils we will respond constructively and positively to requests to attend Parish meetings, particularly where they can be grouped or where there is a recognised policy issue of local significance"*

As previously discussed, the Councillors feel that this paragraph should be reinstated.

Councillor Atterwill proposed that the council submit comments to request that the paragraph should not be removed seconded by Councillor Turner and carried.

### **d. To Receive a Report regarding Land Registry and a B13 notice of an application to register easements or other rights**

Councillor Atterwill reported that following email correspondence to all Councillors regarding the easement across the Village Green the requested documents have still not been received.

Councillor Atterwill then reported that even though comments from the Parish Council had not been submitted and even though the request for the documents had not been actioned, this has now been approved.

The Clerk had circulated a chronology of the correspondence with Land Registry and it was agreed that the Clerk will pursue a complaint.

## **8. To Consider Matters for Attention for the Following Parish Assets:**

### **a) Churchyard at All Saints' Church**

i) To receive an update on the moles

The Clerk reported that the contractor had provided an update. So far, they have laid 20 traps and caught 4 moles. They are carrying out weekly visits to the site.

The contractor has also confirmed that the red spray is non toxic and this is what is used on sheep fur.

Councillor Turner also reported that there has been a van parked in the car park for a number of months and is concerned that this has been abandoned.

### **b) Swanton Morley Burial Ground**

Councillor Curran reported that the hedges still require cutting back.

i) To receive an update on the water supply

The Clerk reported that Councillor Lappin has provided an initial cost for the equipment that is required for the water supply.

The materials costs for the Parish Council - £870 + VAT

Additional professional resources - £150

50m trench to be dug - £250

Anglian Water work - £1216.80

This complete job totals £2486.80. This has been included for consideration in the 2022/2023 budget.

The Clerk has also requested the information to apply for the easement to dig a trench from Middleton Avenue from Breckland Council and is awaiting a response.

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### **c) Swanton Morley Allotments**

Councillor Turner reported that it has been relatively quiet on site due to the season. There is an allotment holder who has a fruit cage on site however this has been made from mesh that is not transparent. Councillor Turner will address this.

i) To receive an update on the allotment gate  
The Clerk reported that this has now been repaired.

Councillor Atterwill asked Councillor Turner if he could borrow the infrared camera occasionally used on site to capture wildlife on Mill Common. Councillor Turner agreed.

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

Councillor Keen reported that the grass on Davidson Park would benefit from a one off nitrogen feed. The Clerk has requested a cost for this to be included in the budget.

The noticeboard on the Village green requires attention.  
The map needs to be removed and replaced and the framework requires some maintenance work.

Councillor Atterwill asked for a quote to remove the leaves that have fallen from the trees on the Village Green and a quote to lift the soil level in order to turf underneath the swings.

### **e) Swanton Morley Common Lands**

Councillor Atterwill reported that a working party may be required to clear the fishing platforms on Burgh common.

### **f) Streetlights**

Councillor Cawdron reported that he has now cleared the vegetation around a number of streetlights. There was nothing further to report.  
Councillor Atterwill thanked him.

### **g) Village Paths**

Nothing to report.

### **h) Noticeboards**

Nothing to report.

## **9. Highways**

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

The drain outside the shop is collapsing and requires urgent repair  
There is vegetation over hanging the road from the cottage on the corner of Town Street.  
There is a private hedge that obscures the vision of the traffic on the bend of Town Street.  
The leylandii hedge requires cutting back.  
Domestic hedges in various locations require a letter to be sent requesting these are trimmed back.  
Footpath cleaning needs to be requested on the path from Hoe Road East to Thompson Close, C Site up to Robertson Barracks and on the footpaths outside the school.  
The Clerk is to write to Mr Keith requested that the road outside the farm entrance and the cottages on the triangle are cleaned.  
A triangular sign on Hoe Road North is obscured and could possibly be removed. A similar sign is located on Rectory Road and it was suggested that this might also be surplus to requirements  
The 30 mph sign on Hoe Road East at the entrance to Middleton Avenue is obscured by the hedge and this needs cutting back.  
Cottages on Harkers Lane require shingle to be laid on the path in front of these properties where their vehicles have churned up mud.

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Councillor Atterwill suggested that in the spring time volunteers would be required to rake Harkers Lane and get rid of any vegetation on the footpath  
The 30mph sign on Greengate requires repair.

Councillor Cawdron suggested that the Clerk speaks to Highways regarding a 'narrow road' sign for Manns Lane due to the increase of traffic during rush hour.

**Councillor Atterwill proposed that a fold down bollard is installed on the Village Green and for the kerbing to be extended to tidy the area after the drains have been repaired seconded by Councillor Turner and carried.**

### **i. To Receive an Update on Highways Work reported**

Trees on Rectory Road – The stump is going to stay as is. The rest of the work is scheduled in.  
Kerbing work on Frogs Hall Lane – Road closure is required and the work is scheduled in for 28th February 2022

Primrose Square – scheduled for 2022

Drains on Town Street – These were inspected and programmed in to be regularly maintained until a road closure is approved to allow drainage improvements.

### **b) To Receive an Update on the Trod on Woodgate as part of the Parish Partnership Scheme**

Nothing further to report.

### **c) To Receive an update on the Community Speedwatch Scheme**

Councillor Turner reported that the last location on the schedule has now been included.  
There is still a requirement for more volunteers to make this a success.

Councillor Atterwill reported that he will be repositioning the SAM2 signs.

## **10. To Receive a Report on the CASM relaunch**

Councillor Curran reported that there is a working party meeting arranged for Wednesday 19<sup>th</sup> January and will provide an update at the February meeting.

The date for the CASM event to be held at the Village Hall has been moved to Saturday 25<sup>th</sup> April as this is the day after 'World Earth Day'

## **11. Correspondence (For Exchange of Information Only)**

Councillor Atterwill reported that an invitation has been received to attend a service of thanksgiving for the donation made to the Le Paradis memorial.

The Clerk will circulate the invitation to Councillors for them to consider attending.

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

Nothing was raised

## **12. Any Item to be Reported for the Next Agenda**

Update on highways

Jubilee Plaque mounting option

## **13. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 14<sup>th</sup> February 2022 at Swanton Morley Village Hall at 7.30pm.**

**All agreed.**

The meeting closed at 9.45pm

\_\_\_\_\_ (Chairman) \_\_\_\_\_ Date