

MEETING OF SWANTON MORLEY PARISH COUNCIL

MEETING MINUTES

Monday 10th July 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, Mrs A Walker-Fraser, Mr D Turner and Mr J. Rodrigues

Also in attendance: Mrs K. Pickard (Clerk), and 5 members of the public

Matters Raised Under Time Allocated to the Public

Councillor Atterwill opened the floor to the members of the public for an open discussion concerning the Waterfalls.

The landowner was in attendance and answered the concerns of the residents. It was reported that if Breckland Council deem the site to be a 'nuisance' then the site will close.

A number of complaints have been received by the Parish Council on safety issues concerning the site.

These were raised with the landowner directly.

Councillor Atterwill also reported that he had spoken to Breckland Council regarding a Community Protection order and the residents will be receiving a visit from the Antisocial Officer and Norfolk Constabulary. If this does not take place then the residents are to contact Councillor Atterwill.

There was no County Councillor Present

The Meeting Went into Session

District Council report

Councillor Atterwill reported that Breckland Council are reviewing their Housing Allocations policy. There are currently 1634 families on the waiting list and 118 are emergency cases.

Councillor Atterwill confirmed that Breckland Council are going to be a housing provider for the first time in 30 years.

Councillor Atterwill also reported that the Safer Neighbourhood team are dealing with the issues on Primrose Square.

There are issues with the garage blocks and parking issues.

Councillor Atterwill also reported that Breckland Council have purchased Mobile Detection cameras and has suggested that the clerk writes to Breckland Council for these to be positioned on Primrose Square and at the Waterfalls.

1. To Accept Apologies for Absence

Councillor Duffield sent his apologies accepted by 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 12th June 2023 to be Accepted, Initialled and Signed

Councillor Venworth proposed that the minutes are accepted seconded by Councillor Turner and carried

4. Matters Arising from Minutes of 12th June 2023 (For Exchange of Information Only)

Councillor Almond reported that the sail on the playboat in Gooseberry Hill has now been replaced. Councillor Atterwill thanked him.

5. Finance

a) Accounts to Approve for Payment:

Councillor O’Dowd proposed that the payments are made seconded by Councillor Turner and carried

Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 3	Bacs	£3910.53	
N Power	Streetlight electricity	Bacs	£142.41	
S2	IT Support	Direct Debit	£171.90	£28.65
Marmax Products	Benches – Gooseberry Hill	BACS	£690.00	
Parish Online	Digital mapping	BACS	£81.00	£13.50
Colourfrog	Sail	BACS	£77.27	
MP Dennis	Hedge cutting	BACS	£378.00	£63.00
AT Coombes	Tree Survey	BACS	£210.00	£35.00
Viking	Stationery	BACS	£196.60	
GL Jones	Ability Swing	BACS	£24,300.00	£4050.00
		Total	£30,157.71	£4190.15

b) Income to be reported

Income Received from	Details	Amount
H Brett & Son	Burial fee	£150.00
H Brett & Son	Burial fee	£150.00
Barclays	Bank Interest	£13.34
Barclays Savings	Bank Interest	£82.57
		£395.91

c) To receive authority to transfer the funding for the Ability Swing between accounts.

Councillor Atterwill reported that the funding for the Ability Swing is in the savings account and the sum required is over £10,000.

The Clerk requested authority to transfer the funds between accounts to settle the invoice

Councillor Rodrigues proposed that the Clerk can transfer £20,000 from the savings account to the community account for the purpose of the Ability Swing.

d) To receive authorisation to transfer £3785.51 from Nationwide for budget expenditure.

The Clerk requested authority to transfer the sum of £3785.51 from the Nationwide savings account to the Barclays current account for the purpose of the work carried out in Gooseberry Hill and Davidson Park

Councillor Rodrigues proposed that the money is transferred seconded by Councillor Venworth and carried

e) To receive an update on the Public Works Loan application

Councillor Atterwill reported that there is no further update with the loan application other than it is with the decision team.

Councillor Atterwill has communicated with George Freeman concerning the length of time this has taken.

It was suggested that the Parish Council wait a further week before following this up again.

All agreed

6. Land and Planning

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

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

Councillor O'Dowd proposed that subject to the visibility being acceptable that the Parish Council respond with no objections seconded by Councillor Venworth and carried

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

None received.

Councillor Atterwill provided an update on the exception sites that have been put forward in Swanton Morley and a housing needs survey that has been carried out with Community Action Norfolk.

12-15 potential sites have been identified.

There is an exception site policy within the Neighbourhood Plan.

Councillor Walker-Fraser proposed that the Parish Council do not consider these while the Local Plan is being reviewed seconded by Councillor Turner and carried

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

a) Churchyard at All Saints' Church

Councillor Walker-Fraser had sent the report ahead of the meeting for consideration.

The Clerk is to contact the War Graves Commission regarding the graves.

The Clerk will also contact the contractor appointed to carry out work on the gates and ramp to request a date for the work to be completed

b) Swanton Morley Burial Ground

Councillor Walker-Fraser had circulated the report ahead of the meeting for consideration

Councillor Turner will trim outside the burial ground

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

The Wayleave is currently ongoing and Breckland Council are currently carrying out the Land survey checks.

Councillor Atterwill reported that once this piece of work has been completed the wayleave should be in place quickly

c) Swanton Morley Allotments

Councillor Turner reported that the site requires some work to be carried out to tidy it up.

There are two full plots that have been left unattended to overgrow.

The Clerk has contacted the tenants to request that they tidy the plots in accordance with the allotment policy. The Clerk has received no response.

Councillor Turner proposed that the 'Notice to Vacate' is sent to the two allotment tenants seconded by Councillor Venworth and carried

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

The Clerk has been in contact with a contractor to install a sub meter into the allotment site. This is a cost of £460.49.

Councillor Turner proposed that this work is carried out seconded by Councillor Venworth and carried

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

Councillor Venworth had circulated the reports ahead of the meeting for consideration.

The RoSPA inspection has been carried out and some issues have been identified with the zipwire in Gooseberry Hill. A contractor will attend site and inspect this with a view to providing a quotation.

Councillor Venworth suggested that new signage is required in Gooseberry Hill, an up to date safety notice and possibly a sign on the road.

The Clerk will contact Norfolk County Council highways regarding this sign.

i) To discuss the opening of the Ability swing

Councillor Venworth raised the idea of an opening ceremony for the Ability Swing.

This would include a marquee with cakes and refreshments.

The Awards for All and Freemens Society will be invited along with the Eastern Daily Press and Dereham Times.

It was agreed that this would take place in the middle of August possibly between the 16th and 18th.

Councillor Atterwill reported that he has had the existing plaques remarked and cleaned and has requested a fourth one to commemorate the occasion.

ii) To consider the purchase of a fourth bench for Gooseberry Hill play area

Councillor Atterwill reported that there is a fourth bench in Gooseberry Hill that is in need of replacement to match the new benches.

Councillor Atterwill proposed that the Clerk orders another bench seconded by Councillor Turner and carried

e) Swanton Morley Common Lands

i) To receive an update on the cattle for Mill Common

The Clerk has received the following report.

Monthly report to Swanton Morley Parish Council, for cattle grazing Mill Common Swanton Morley - May 2023

With the kind permission of Swanton Morley Parish Council, HE Harris and Sons moved 4 of our young heifers onto Mill Common Swanton Morley. To assist with the requirements of grazing the common under the Countryside Stewardship Higher Tier Agreement Document, between the months of May and October 2023.

As you are already aware, I forwarded you images of the cattle passports and the "DEFRA movement off notices" were completed on 30/05/23.

The identity's of the cattle are;

UK221467 300130 Simmental X heifer (Rose)

UK221467 600133 Simmental heifer (Silvia)

UK221467 100135 Simmental X heifer (Jane)

UK221467 400138 Simmental heifer (May)

The oldest being born on 28/09/21

The animals arrived on the common to the sound of the Cuckoo, the Buttercups had just started to flower. There was an abundance of Pussy Willow blossom, it was a real treat for me to find the Marsh Orchid in flower, along with other wild flowers and small butterflies I've yet to identify.

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The cattle were very glad to be out of their winter housing and as they do, set about exploring their new home with gusto, before settling into their new surroundings.

The Clerk reported that the contractor is due on site to cut back the vegetation on the track leading to the Mill Common gate.

Councillor Turner asked if the Clerk would make the contractor aware of the piglets in the adjacent field.

f) Streetlights

Councillor Venworth circulated his report ahead of the meeting

It was agreed that vegetation around the streetlights would be cut back in August

g) Village Paths

Councillor Venworth had circulated his report ahead of the meeting

It was agreed that moving forward the inspections of the footpath will be the responsibility of Councillor Wallker-Fraser.

Councillor Atterwill thanked Councillor Phillips for the litter pick.

h) Noticeboards

Councillor Venworth circulated his report ahead of the meeting.

Nothing further to report.

8. Highways

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

Councillor Atterwill reported that he had sent several pictures and locations of defects to the Clerk that have been uploaded onto the Norfolk County Council highways portal.

The Clerk will monitor the progress of the repairs.

Councillor Rodrigues asked if the Clerk could contact highways and request the 'no entry' road marking to be repainted outside the Swanton Morley Stores.

b) To receive an update on the Community Speedwatch scheme

The Clerk has circulated dates for the volunteers to book in further Speedwatch sessions.

The sessions have successfully reported drivers travelling over the speed threshold.

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

The Clerk had circulated the initial report to Councillors ahead of the meeting.

The survey has not yet been completed as the contractors require a further two days to complete this.

d) To receive correspondence concerning the Waterfalls

Following the discussion during the public participation, Councillor Atterwill reported that several residents have sent correspondence to the Parish Council with concerns over welfare and safety at the Waterfalls.

Councillor O'Dowd proposed that the Parish Council write to the Director at Breckland Council to express considerable concerns over the wellbeing of residents and request to find a solution seconded by Councillor Waker-Fraser and carried

e) To receive the invitation for the Parish Partnership 2024/2025

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The Clerk reported that the invitation for the Parish Partnership has been received for 2024/2025. This includes schemes to assist with speeding and pedestrian crossing.

Councillor Walker-Fraser proposed that the Parish Council put together a proposal to improve the crossing outside the Church seconded by Councillor Venworth and carried

f) To receive correspondence received from the Highway Rangers

The Clerk had circulated correspondence ahead of the meeting from the Highway Rangers.
It was agreed that the schedule of repairs are sent to them
It was agreed to include the hedge coming into the village and road signs

9. Correspondence (For Exchange of Information Only)

The Clerk reported that correspondence had been received from a Parishioner concerning the sum for staff costs.

It was agreed that the Clerk would respond thanking the Parishioner for the enquiry and content of the email is noted however the Parish Council cannot disclose information on staff pay and conditions.

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

A member of the public raised the concern of the vegetation on the bridges and asked who was responsible for cutting this. Councillor Atterwill responded that it is the responsibility of the land owner.

Another member of the public asked if yellow or white lines can be painted in this location.
It was agreed that the clerk would request this from Norfolk County Council.
Councillor Atterwill reported that there is no traffic warden in a village setting and that single white lines are advisory.

Another member of the public referred to when Primrose Square was handed over to Flagship Housing it was agreed that the bungalows would be for the older generation.
Councillor Atterwill responded that over time policies would change.

10. Any Item to be Reported for the Next Agenda

Update on the water supply to the Burial ground
Update on the water supply to the Allotments
Public Works Loan
Ability Swing opening

11. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 14th August 2023 at Swanton Morley Village Hall at 7.30pm.

All agreed

12. To receive a proposal to close the meeting to the press and public for item 13, for the reason that the content of discussion relates to staff matters (permitted under Section 1 Para 2 of the public bodies (Admission to Meeting Act 1960).

Councillor Rodrigues proposed that the meeting is closed seconded by Councillor Turner and carried

13. Staff matters

The position of Assistant Clerk to Swanton Morley Parish Council was discussed.

The meeting closed at pm.

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Approved by _____

Signed _____

Date _____