

SWANTON MORLEY PARISH COUNCIL

A meeting of Swanton Morley Parish Council was held in Swanton Morley Village Hall on Monday 10th September 2018. The meeting commenced at 7.45pm.

Present: Mr R. Atterwill (Chairman), Mrs B. O'Dowd, Mr S. O'Dowd, Mr B. Marsham, Mr G. Curran, Mr J. Rodrigues, Mr S. Westbury and Mr K. Tidman. Also in attendance were Mr R. Richmond (District Councillor), Mrs F LeBon (Clerk) and four members of the public.

Matters Raised Under Time Allocated to the Public.

Concerns were raised in regards to speeding traffic along Rectory Road and Greengate. The Clerk read out the latest statistics from the SAM2 signs for these areas, and whilst the 85th percentile figures were not as excessive as was being suggested, were still in excess of the speed limit. The Clerk also provided statistics of vehicle accidents in the village over the last five years, which suggested that the roads are relatively safe. Further concerns were raised about the speeds of heavier vehicles, such as tractors, which may not be able to stop quickly in the event of an emergency. Speed reduction methods were discussed. The Clerk is to enquire of Norfolk County Council as to what methods would theoretically be available to the council, as the road has now been downgraded to a 'C' road.

Mr Atterwill advised that more traffic monitoring is to occur later in the year as part of the NDR monitoring. This will tell the council if there has been an increased level in traffic since construction of the NDR.

The Clerk will place an article in The Mardler to advise parishioners of the speeding problem.

Concerns were raised about the location of the crossing point between Rectory Road and Town Street. Mr Atterwill advised that this was deemed the safest point by Breckland Council's planning department. Mr Marsham requested that The Clerk send a letter to Anglian Water advising them of the unacceptable level of surface water flooding along Worthing Road from the blocked drain. Whilst this is not presently causing a danger, during the winter this will freeze and be a hazard as this is not part of the gritting route.

District and County Councillor Reports

Mr Richmond reported that he had attended the recent SNAP meeting and advised that police are continuing to speed check in Dereham, by the golf course.

With regards to the proposed Garden Town, he advised that the developer had made no attempt to engage with Breckland Councillors. This proposal is to be put forward at the October meeting.

He confirmed that it had been nearly two years since the last town and parish forum.

There has been no news on the replacement of the Director for Planning and Building Control.

He also reported an epidemic of loneliness, with nine million people in the UK reporting being lonely often or always.

The Meeting Went Into Session

1. To Accept Apologies for Absence

Apologies were received from Mr Keen.

Mr Atterwill wished it to be recorded that Mr Borrett had not attended a meeting since April 2017.

2. To Receive Declarations of Interest

Mr Tidman declared an interest in item 8c

Mr Westbury declared an interest in item 8c

3. Minutes from the Parish Council Meeting of 13th August 2018 to be accepted, initialled and signed.

Mr O'Dowd proposed that the minutes be accepted as a true and accurate record of the meeting, seconded by Mr Tidman and carried. Mr Atterwill signed the minutes as a true and accurate record of the meeting.

4. Matters Arising from Minutes of 13th August 2018 (For Exchange of Information Only)

Mr Atterwill advised that Mr Richmond had recommended that Swanton Morley Parish Council write to William Nunn formally about the high turnover of staff at Capita, and the general performance of the Capita contract as a whole. Mr Atterwill and The Clerk will construct this letter.

5. Finance

a) Accounts to approve for payment:

The following invoices had been received for payment. Mrs O'Dowd proposed that the following be authorised, seconded by Mr Rodrigues and carried.

Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
F. LeBon / K. Pickard / HMRC / Norfolk Pension Fund	Staff Remuneration Package (August)	Direct to Bank	£3,060.52	-
UK Debt Management	Public Works Loan	DD	£5,816.75	-
M Neave Carpentry Services	Works on Cabin to Date	Direct to Bank	£3,930.00	-
Came and Company	Annual Insurance Premium	Direct to Bank	£2,469.72	-
Mole Country Stores	Materials for Allotments/Cemetery	Direct to Bank	£232.32	£38.72
CGM	Grounds Maintenance	Direct to Bank	£1,085.94	£180.99
Stocksigns	New Signage for Teenage Area	Direct to Bank	£330.62	£55.10
MJ Tree Services	Tree work in Swanton Morley Churchyard	Direct to Bank	£744.00	£124.00
Eastern Office Equipment	Stationery	Direct to Bank	£85.08	£14.18
BT*	Cloud Phone and Broadband	DD	£11.77	£1.96
E-on	Street Light Electricity	DD	£66.15	£3.15
	TOTAL		£17,832.87	£418.10

*Invoice under query due to not being charged for the cloud phone

b) Income to be Reported

The following income was reported as being received:

Income Received From	Details	Amount
Allotment Holders	Water Bills	£22.14
Barclays Bank	Quarterly Interest (Tracker Account)	£12.71
	TOTAL	£34.85

6. To Consider Adoption of 2018 Standing Orders

The draft standing orders, as a result of the NALC 2018 Model Standing Orders being issued, had been distributed to councillors. Mr Westbury proposed these be adopted, seconded by Mr Curran and carried.

7. Land and Planning

a) To Consider Responses to Breckland District Council for the Following Planning Applications:

- i. **3PL/2018/0969/O – Swanley, Greengate - Demolition of existing building and garage and erection of 2 x bungalows each with single garages and 1 x 1.5 storey chalet with double garage or carport. Widen existing driveway to full width of 6m (currently 3m grass and 3m gravel)**

There was general disappointment over the quality of plans submitted. Mr Atterwill proposed that the council should strongly object to this application on the following basis:

- Over development of a garden site (planning application 3PL/2018/0142/F had been refused on a similar basis).
- Lack of car parking spaces and visitor parking.
- Lack of space to turn, meaning that vehicles would have to egress the site onto Dereham Road in reverse gear, less than 50m from a blind bend. This problem is further exacerbated when large delivery vehicles are being considered.
- Lack of sustainability, being a great distance from services such as the shop, school and Village Hall. This encourages non sustainable methods of transport.

Seconded by Mr Curran and carried.

Mr Richmond was requested to convey the Parish Council's dissatisfaction with this application to the planning department at Breckland Council.

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

The Clerk reported the following:

3PL/2018/0807/LB – White House Farm, Mill Street - Internal Alterations & Installing New Windows

Planning Permission granted

3PL/2018/0806/HOU – White House Farm, Mill Street - Internal Alterations & Installing New Windows

Planning Permission granted

3PL/2018/0860/HOU – Flint Lodge, Hoe Road South - Single storey rear lounge extension

Planning Permission granted

3PL/2018/0607/HOU – Pleasantness, Gooseberry Hill, Single Storey Extension to rear

Planning Permission granted

3PL/2018/0009/DOC - Discharge of conditions 6,7,11,12,14,15 on 3PL/2016/0454/O Residential Development - 9 Dwellings

This is still showing as undecided. Additional information has been sent by the applicant in relation to surface water drainage and road construction, so it is hoped that this will progress the decision.

3PL/2018/0150/DOC - Discharge of condition 13 on 3PL/2016/0454/O – 9 new dwellings on Gooseberry Hill (Highway Works on Gooseberry Hill)

This still showing as undecided

3PL/2018/0003/F – 3 new dwellings to the rear of Aslan.

No further information – no decision made

3PL/2017/1548/O: Erection of detached dwelling, Land adjacent to Crispins, Gooseberry Hill

No further information – no decision made

c) To Receive Update Report on Breckland District Council's Local Plan

The Clerk reported that as a result of the questions asked by the Parish Council last month, Breckland Council requested a full hearing statement. This has been provided and accepted by Breckland Council and confirmation has been received of the Parish Council's attendance at the hearing relating to Housing Trajectory on 18th September.

Mr Atterwill reported that the Housing Trajectory is very important to Swanton Morley, as if Breckland Council does not meet the trajectory it will likely not meet its five year housing land supply figure, and the village will be vulnerable to aggressive development.

d) To Receive Report on Transfer of Open Space at the Meadowview Development to the Parish Council and Agree Subsequent Actions.

Mr Atterwill reported that the work appears to have completed on the open space, with turf being laid over the drainage works. This is to be inspected and if the work has been completed to a satisfaction, then the works to transfer the land to the Parish Council can recommence.

Mr Atterwill reported that welsh daffodils have been received from the mother of one of the fallen soldiers, and he will ensure these are planted under the street sign named after her son.

e) To Receive Update Report on Housing Needs Survey for the Village

Mr Atterwill and The Clerk met with a representative of Hastoe Homes and their architect on 5th September. The first part of the meeting was a desk top study of potential sites, and the second part was a visit to each site to review its potential suitability. Three potentially favoured sites for a development of fifteen affordable homes were:

- At the end of Bedingfield Road
- Gooseberry Hill
- Rectory Road

However, many more sites will be included in the report. A public consultation will be held when possible sites have been agreed.

f) To Receive Update on the Progress of the Neighbourhood Plan

The Cabinet member at Breckland Council for Growth and Development has signed off the agreed changes to the Swanton Morley Neighbourhood Plan and the areas where Breckland Council as agreed to take a different view from the examiner. Abzag is to make the agreed changes to the Neighbourhood Plan and a further six week consultation period can take place.

8. To Consider Matters for Attention for the Following Parish Assets

a) Churchyard at All Saints' Church

Mr O'Dowd had completed the inspection of this area and provided a report. The matter of the land transfer of the area where the ramp stands is to be brought before the PCC.

b) The Clerk read an email providing an update on the conservation project in the churchyard. This is going very well, and the Clerk is to request that the grounds maintenance contractors are now permitted to cut the conservation areas, and to also request that they avoid certain areas to turn their machinery around. These areas have been clearly marked out.

c) Swanton Morley Cemetery

The materials for the fencing in this area have been delivered. Mr O'Dowd is to arrange a working party to complete the fencing works.

d) Swanton Morley Allotments

i. To Receive Update Report on Allotments after decisions of SMPC on 13th August

Mr Atterwill had completed the inspection report for this area along with a representative from SMART. This is now being monitored for items outstanding. Pressure is being put on SMART to complete works they have agreed to.

Payment for water bills are still outstanding for four plots.

The tenancy agreements are to be re-issued to account for the new regime for collecting funds for water bills.

Half plots are to be allocated.

e) Swanton Morley Playing Fields and Village Green

Mr Keen had provided apologies for the meeting, therefore the inspection report was not available.

The new signage for teenage area had been delivered and was to be installed.

A quote had been requested for the replacement of some of the post and rail fencing on the village green, as this was starting to rot.

i. To Receive Update Report on Installation of Outdoor Table Tennis Table

This has been completed.

ii. To Receive Update Report on Installation of Safagrass at Gooseberry Hill and the Village Green and Consider Alternative Quotation.

Norfolk Games and Frames is to commence work on the safagrass this week.

iii. To Receive Update Report on Grant Application for a Cabin at Swanton Morley Village Hall

The main structure is now complete and watertight. A 'Sherwood Green' Sadolin had been chosen to paint and protect the building once complete. The ducting needs to be installed and this will happen later in the week.

f) Swanton Morley Common Lands

Mr Marsham reported that Mill Common has been topped. The common has benefitted from not being grazed this year, with much more flora growing.

Mr Atterwill has taken pictures of the state of the waterfalls with reference to litter. There has been offer of assistance for a litter pick, but this must be part of a wider publicity campaign.

The Clerk is to follow up with environmental health about the powers that can be used to try to keep this area clean, and also enquire of Breckland Council for the use of their litter picking equipment and also the collection of collected litter.

i. To Receive Update on Installation of Picnic Bench on Burgh Common

Mr Marsham and Mr Banham are arranging this for two weeks time.

g) Street Lights

i. To Authorise Expenditure for the Testing and Cleaning of Street Lights

The Clerk is to chase the street lighting contractor for a date to commence with the street light cleaning and testing. A day burner was reported on the corner of Ward Crescent. The Clerk will raise this with the street lighting contractor.

It was reported that the vegetation from a private property which was obscuring the street light on Greengate has been cut back by the property owner.

9. Highways

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

Repairs have been made to the damage carriageway on Primrose Square.

Mr Marsham is to move the dog bin on Frogs Hall Lane, further to correspondence from Breckland Council about its siting.

The footpaths along Hoe Road East (to Manns Lane), Worthing Road (from the Barracks to 'C' Site) and along Gooseberry Hill are overgrown. The Clerk is to report this to the highway rangers.

The 30mph speed sign close to the school is overgrown.

The directional signpost to Dereham on the 'S' bends is at a 45 degree angle.

The 30mph speed restrictor sign on the 'S' bends has disappeared and people are using the post to advertise events.

The 30mph speed restrictor sign coming into the village on Mill Street has been damaged.

Mr Westbury clarified that the public rights of way had been cut in July, but not in June or April as were programmed. The final cut of the year is to be done in September and this is to be monitored.

The Clerk is to chase the refund due on the parish partnership scheme, due to only 45m of kerbing being installed instead of the 65m paid for.

b) To Consider Purchase of Spring Bulbs for Public Areas

For the past 2 years, the Parish Council has purchased spring daffodils for parishioners to plant in public areas such as highway verges. There has been a suggestion that an alternative bulb may be more beneficial to break up the colour next spring.

Mr Atterwill proposed that red tulip bulbs should be purchased and a budget set at £50.

Seconded by Mrs O'Dowd and carried.

10. To Receive Update on the Swanton Morley Festival

Mrs O'Dowd reported that a logo and letterhead had been agreed. The admin assistant is email further information out to all village businesses. The Clerk is to draft a 'Mardler' newsletter and send to councillors for agreement. This is then to be sent out alongside the leaflet giving more information about the event.

11. To Receive Update Report on 'Unsightly Sites' Put Forward to Breckland District Council

The Clerk has advised Breckland Council of the Parish Council's decision, for Breckland Council to write to the owners of the Middleton Avenue garages and find out if there would be any support for demolishing them and putting the land to community use.

12. To Consider Actions for Better Adherence to GDPR Legislation

A quote was provided for a laptop for the Chairman, at £447.67 + VAT (plus £55 plus VAT set up costs). After a query as to the brand of the laptop, the Clerk advised it was an HP Probook. Mr Westbury proposed this be purchased, seconded by Mr Rodrigues and carried (Mr Atterwill abstained).

The Clerk is to continue to investigate cloud based platforms for the Parish Council to use.

13. Correspondence (For Exchange of Information Only)

Mr Atterwill advised that he had further correspondence from Swanton Morley Bell Ringers requesting a financial contribution to the augmentation project. The Clerk is to invite the representative from the Bell Ringers to attend a meeting to provide more detail about the project and what is required. It was clarified that the Parish Council can contribute to the fabric of the church using the General Power of Competence.

Complaints had been received about the increasing level of scrap being stored in a front garden in Keith Road. The Parish Council has no powers of enforcement over this matter, but complainants were advised to continue reporting to Breckland Council. Mr Richmond was urged to view the property and take forward.

The Meeting Was Suspended for Further Comment from the Public

The church clock is now working and quotations are being sourced for the clock face. Mr Richmond will take the comments about speeding in the village to the SNAP meeting.

The Meeting Went Back Into Session

14. Any item to be reported for the next agenda

Cabin

Allotments

GDPR

Bell Ringers

15. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 8th October at 7.30pm at Swanton Morley Village Hall.

This was agreed

The meeting closed at 9.40pm

_____ (Chairman) _____ Date