

# Blofield Parish Council

Minutes of the December online Meeting of Blofield Parish Council on Monday 11<sup>th</sup> January 2021 at 7.30pm-10:00pm.

## **PRESENT**

Stuart Smith, Sarah Dhesi, Mary Moxon, Pat Wilson, Paul Culley-Barber, Yvonne Burton, Stella Shackle, Joseph Scholes and Sarah Osbaldeston (Clerk).

1. Welcome and Introduction to the meeting by Chair, Stuart Smith.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**  
Rob Christie sent his apologies which were accepted by the council. Melanie Eversfield (assistant clerk) was unable to attend.
3. **TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA**
  - 3.1. Items 10 Yvonne Burton declared a pecuniary interest.
  - 3.2. Items 7.2, 10, 12, 13 – Paul Culley-Barber declared pecuniary interests.
4. **OPEN FORUM - FOR PARISHIONERS TO RAISE QUESTIONS ON AND/OR MAKE STATEMENTS ABOUT MATTERS ON THE AGENDA AND TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR AND COUNTY COUNCILLOR**
  - 4.1. District Councillor, Justine Thomas sent her apologies. No parishioners were present.
  - 4.2. Andrew Proctor County Councillor attended the meeting and provided an update on Norfolk County Council.
5. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7TH DECEMBER 2020**
  - 5.1. Following minor amendments Paul Culley-Barber proposed (seconded by Yvonne Burton) the council approve the minutes of 7<sup>th</sup> December 2020. The council unanimously resolved to approve the proposal and the minutes were duly signed by the chair.
6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
  - 6.1. No matters arising to report on.
7. **TO CONSIDER COUNCIL FEEDBACK ON PLANNING APPLICATIONS RECEIVED FROM BROADLAND DISTRICT COUNCIL INCLUDING: ME to feedback comments**
  - 7.1. Application: 20202355  
Replacement detached garage  
Location: Laburnum cottage, 110 Blofield Corner Road, Blofield, NR13 4DG  
*The parish council would like to make the following comments:*  
Concerns around Neighbourhood Plan Policy ENV2 – Soft site boundaries - trees may come into play and the council would like to see the neighbouring tree roots protected during the excavation of the existing garage.
  - 7.2. Application: 20202368  
Single Storey Storage building attached to existing double garage, single storey detached ancillary building  
Location: Blythfield House, Shack Lane, Blofield, NR13 4DP  
*The council would like to make the following comments:*  
The council would like to see a planning condition applied that it is an ancillary building for use by the main dwelling only (ie: not a holiday let) and Neighbourhood Plan ENV2 – Soft Side Boundaries and trees could come into play, where if a tree is removed of significant amenity value then a replacement should be planted on site.

- 7.3. Application: 20202392  
 New residential development for up to 9 houses and associated works (outline)  
 Location: Land North of Yarmouth Road, Blofield  
*The parish council unanimously object to this planning application and would like to make the following comments:*  
 Outline planning only for 6 x 3 bedroom 3x 4+ bedroom development to replace the public house proposal as no need in the short to medium term.  
 The council has concerns around – housing mix. Blofield already has a sufficient stock of 4+ bed and 3 bed dwellings being built. Is there evidence that there is demand for more housing given the GNLP has yet to be published to agree allocated sites for the next phase of the local plan.  
 Real concern around the lack of infrastructure being thought about ... Cucumber Lane roundabout will be at / exceeding capacity when existing granted permissions are built out – existing Manor Farm site, Broom Boats development and the newly granted on appeal site in Brundall adjacent to the Memorial Hall. Access to Blofield a real concern along with the lack of other proposed infrastructure, ie two supermarkets in proposals that are not happening (as sites being sold on with OPP – Broom Boats and Manor Farm Phase 1).  
 Existing site is being used as a storage area for surplus cars from Blofield Motor Company – what would happen to those vehicles should this proposal be passed.  
 NP ENV5 Parking Policy would come into play as it appears from the site plan there is insufficient parking space to comply with this policy.  
 No mention of the type of dwelling but would presume that these would be 2 story dwellings and so NP HOU 4 – Rural Image, Heights and massing may be applicable. The adjacent existing properties are bungalows so if this proposal is passed the new proposals should also be bungalows. There is also no mention of affordable housing as this is a new application?  
 Not much evidence of NP HOU1 Local Housing Needs mentioned.

**8. TO CONSIDER FEEDBACK ON ANY PLANNING APPLICATIONS RECEIVED SUBSEQUENT TO THE PUBLICATION OF THIS AGENDA**

- 8.1. Planning applications for Dawsons Way and Woodbastwick Road (adjacent to Heathlands) are both going to BDC planning committee on the 27<sup>th</sup> January. Stuart Smith agreed to speak at the meeting on behalf of the council.
- 8.2. 20202369 planning application has been received, council to request an extension to discuss this at the next council planning meeting on 25<sup>th</sup> January 2021.

**9. TO RECEIVE A REPORT ON MARTY'S MARSH AND APPROVE ALL NECESSARY ACTIONS**

- 9.1. The tree survey has been carried out and nothing urgent has been identified. However, works have been identified at the approximate cost of £3,450, to be carried out within 6 months. The council requested that the tree surveyor identifies the specific trees numbered in his report on the council topographical plan. Clerk (ME) to request this. Yvonne Burton proposed (seconded by Sarah Dhesi) a soft opening of the Marsh to the public. The council unanimously resolved to approve this proposal. The council agreed to review wear and tear on the footpath at the February meeting.
- 9.2. Sarah Dhesi proposed (seconded by Yvonne Burton) the council carry out a land registry enquiry to obtain details of landowners surrounding the Marsh site. The council unanimously resolved to approve this proposal. Clerk (ME) to action.
- 9.3. Yvonne Burton agreed to the contact Bure Valley Conservation Group to book in 3 working party days for Marty's Marsh for 2021 and schedule the final part of the 2020 work still outstanding.
- 9.4. Sarah Dhesi provided a detailed draft of the of the Marsh Lectern information. Sarah Dhesi had obtained multiple quotations for the lecterns. Stuart Smith proposed (seconded by Stella Shackle) the council proceed with the cheapest quotation for wood effect plastic fixed lecterns, (for low maintenance) up to the value of £2,000 for 2 A1 noticeboards. The council unanimously resolved to approve this proposal. Sarah Dhesi will also obtain quotations for various bench options from the same company for consideration by the council in February.
- 9.5. The council requested the clerk (ME) chase the funding request with Broadland District Council.
- 9.6. Yvonne Burton proposed (seconded by Sarah Dhesi) the council contact Brundall Parish Council to arrange an online meeting to discuss boundaries, tree works and friendship bridge. The council unanimously resolved to approve this proposal. Clerk (ME) to action.
- 9.7. The council agreed to chase Anglia Water for wayleave payments. Clerk (ME) to action.

- 10. TO RECEIVE A REPORT ON BLOFIELD ALLOTMENTS AND APPROVE ALL NECESSARY ACTIONS**
- 10.1. The allotment site inspection due on the 11<sup>th</sup> January was cancelled due to the national lockdown.
- 10.2. Clerk (ME) to chase the new pest control company to obtain their report.
- 10.3. Clerk (ME) to try and set up online the quarterly allotment management committee / parish council meetings again.
- 10.4. Sarah Dhesi reported that the allotment car park is very muddy. Council to review this in February.
- 11. TO RECEIVE AN UPDATE REPORT ON HIGHWAYS ENGLAND A47 ROAD PLANS**
- 11.1. Clerk (ME) to chase Highways England regarding the map promised to show the new positioning of the A47.
- 12. TO RECEIVE AN UPDATE REPORT ON THE NEW SCHOOL**
- 12.1. Stuart Smith provided a detailed report to the council. Following a brief discussion, the council agreed to make small amendments to the communication draft and circulate with NCC for approval.
- 12.2. The council agreed to request if the self-set trees on the NCC land adjacent to the doctors' surgery could be moved by tree wardens to other pieces of land. Clerk (ME) to action.
- 13. TO RECEIVE AN UPDATE FROM THE COMMUNITY PROJECTS WORKING GROUP AND AGREE ANY NECESSARY ACTIONS**
- 13.1. The swimming pool summary sheet has been sent out to seven companies to request a meeting on site to discuss conversion options.
- 14. TO RECEIVE AN UPDATE REPORT ON GENERAL PROJECTS AND APPROVE ANY NECESSARY ACTIONS**
- 14.1. Churchyard headstones – The Parochial Church Council are unhappy with the suggestion of signage regarding the stability of the gravestones. Joseph Scholes will visit the churchyard and understand what/where information is displayed in the churchyard with the regulations.
- 14.2. The Courthouse has reported that it has received further 'assistance' funds from BDC due to closure because of the pandemic lockdown.
- 14.3. Churchyard wall repairs – Clerk (ME) to chase for company references and consider faculty requirements.
- 15. TO APPROVE INVOICES FOR PAYMENT**
- 15.1. Stuart Smith proposed (seconded by Sarah Dhesi) the council approve all payments of vouchers #145 - #180 totaling £9,185.21 (see appendix A). The council unanimously resolved to approve this proposal.
- 15.2. Receipts from 6 November to 7 December (vouchers #56 - #60) were noted, totaling £16,622.54 (see appendix B).
- 15.3. Internal transfers in December from the council Barclays Account to the council BDC Deposit Fund were noted, totaling £73,823.12 (see appendix C).
- 15.4. The council noted the total bank balance at 4<sup>th</sup> December 2020 of £672,919.41 (see Appendix D).
- 16. TO AGREE AN ADDITIONAL COUNCILLOR TO AUTHORISE PAYMENTS BY CHEQUE AND ONLINE**
- 16.1. Stuart Smith proposed (seconded by Sarah Dhesi) the council add Mary Moxon to the Barclays Mandate, allowing her to authorise payments online. Clerk (SO) to action.
- 17. TO REVIEW THE CONTINUATION OF ONLINE MEETINGS**
- 17.1. The council unanimously resolved that all meetings until the end of March 2021 will be online. The position will be reviewed at the March meeting.
- 18. TO NOTE THE VACANCIES ON THE REEVE EDUCATION FOUNDATION AND BLOFIELD IN NEED CHARITIES**
- 18.1. The council unanimously resolved to appoint Pat Wilson in this role until May 2022 when all these trustee appointments are due for consideration again by the parish council.

**19. TO NOTE THE COUNCIL IS REQUIRED TO APPOINT A HEATHLANDS MANAGEMENT COMMITTEE MEMBER**

19.1. The council noted this vacancy they were required to fill and will consider options.

**20. TO CONSIDER ATTENDANCE AT A COUNCIL MEETING BY JEROME MAYHEW**

20.1. The council agreed to have a meeting with the local MP Jerome Mayhew. The council agreed to prepare a list of points before the meeting takes place. Clerk (ME) to arrange.

**21. TO AGREE A BUS SHELTER CLEANER FOR BLOFIELD, THE STREET SHELTER**

21.1. Clerk (SO) to explore further cleaner options for the bus shelter. The council agreed the bus shelter should not be painted.

**22. TO RECEIVE THE CLERK'S REPORT & CORRESPONDENCE**

22.1. The Norfolk Police has launched the Budget Consultation for 2020/21 which can be accessed here [www.norfolk-pcc.gov.uk](http://www.norfolk-pcc.gov.uk) this consultation closes on 22<sup>nd</sup> January. Please do have a read and fill in the survey, it's an informative read and it only took me a couple of minutes to complete the online form.

22.2. Acle Parish Council have sent a thank you from the foodbank volunteers for Blofield's donation of £200. It is very much appreciated and will help us to continue well into 2021.

22.3. Heathlands community centre have thanked the parish council for the annual grounds maintenance donation.

22.4. The parish council would like to record their thanks for the plants and materials for Martys Marsh. These were donated by Broadland District Council via their support of the tree warden network. The cost to BDC was £230.25. Thank you to the 7 volunteers who worked at Martys Marsh planting hedging a mixture of hawthorn, field maple, hornbeam, guelder rose and beech.

**23. TO AGREE COUNCIL MEETING DATES FOR 2021**

23.1. Please find below a list of Blofield Parish Council Meeting dates for 2021. Dates of any other meetings will be advised when known and published on our website. Meetings are usually held at 7:30pm\* and will continue online at present due to the COVID 19 Pandemic. As soon as is safe to do so, meetings will resume at Blofield Courthouse.

23.2. During 2021 the parish council will hold two meetings most months. A monthly council meeting for all matters arising and a monthly planning meeting dedicated to discussing and commenting on planning applications.

**MEETINGS OF BLOFIELD PARISH COUNCIL 2021**

<b>Monday</b>	<b>11<sup>th</sup> January 2021</b>	<b>monthly</b>	<b>Online</b>
Monday	25 <sup>th</sup> January 2021	planning	Online
<b>Monday</b>	<b>8<sup>th</sup> February 2021</b>	<b>monthly</b>	<b>Online</b>
Monday	22 <sup>nd</sup> February 2021	planning	Online
<b>Monday</b>	<b>8<sup>th</sup> March 2021</b>	<b>monthly</b>	<b>Online</b>
Monday	22 <sup>nd</sup> March 2021	planning	online
<b>Monday</b>	<b>19<sup>th</sup> April 2021</b>	<b>monthly</b>	<b>Blofield Courthouse</b>
Tuesday	4 <sup>th</sup> May 2021	planning	B.Courthouse(JudgesRoom)
Monday	17 <sup>th</sup> May 2021*	Annual and monthly	Blofield Courthouse
Friday	21 <sup>st</sup> May 2021	Annual Meeting of the parish	Blofield Courthouse
Tuesday	1 <sup>st</sup> June 2021	planning	B. Courthouse (Judges Room)
<b>Monday</b>	<b>14<sup>th</sup> June 2021</b>	<b>monthly</b>	<b>Blofield Courthouse</b>
Monday	28 <sup>th</sup> June 2021	planning	Blofield Courthouse
<b>Monday</b>	<b>12<sup>th</sup> July 2021</b>	<b>monthly</b>	<b>Blofield Courthouse</b>
Monday	26 <sup>th</sup> July 2021	planning	Blofield Courthouse
<b>Monday</b>	<b>9<sup>th</sup> August 2021</b>	<b>monthly/planning</b>	<b>Blofield Courthouse</b>
<b>Monday</b>	<b>13<sup>th</sup> September 2021</b>	<b>monthly</b>	<b>Blofield Courthouse</b>

\* The Annual Parish Council meeting starts at 7.00pm, followed by the Parish Council meeting at 7:30pm

Monday	27 <sup>th</sup> September 2021	planning	Blofield Courthouse
<b>Monday</b>	<b>11<sup>th</sup> October 2021</b>	<b>monthly</b>	<b>Blofield Courthouse</b>
Monday	25 <sup>th</sup> October 2021	planning	Blofield Courthouse
<b>Monday</b>	<b>8<sup>th</sup> November 2021</b>	<b>monthly</b>	<b>Blofield Courthouse</b>
Monday	22 <sup>nd</sup> November 2021	planning	Blofield Courthouse
<b>Monday</b>	<b>6<sup>th</sup> December 2021</b>	<b>monthly/planning</b>	<b>Blofield Courthouse</b>
<b>Monday</b>	<b>17<sup>th</sup> January 2022</b>	<b>monthly</b>	<b>Blofield Courthouse</b>
Monday	31 <sup>st</sup> January 2022	planning	Blofield Courthouse

**24. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA**

- 24.1. Allotments car park review
- 24.2. Martyrs' Marsh footpath review
- 24.3. Performance and pay review for the clerks

**25. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL PLANNING MEETING**

- 25.1. Monday 25<sup>th</sup> January 2021 online at 7:30pm.

**26. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL MEETING**

- 26.1. Monday 8<sup>th</sup> February 2021 online at 7:30pm.

There being no further business the meeting closed at 10:00pm.

Signed.....

Dated.....