

Blofield Parish Council

Minutes of the Meeting of Blofield Parish Council on Monday 11th March 2024 from 7.30pm – 9.45pm in Blofield Courthouse.

PRESENT

Stuart Smith, Yvonne Burton, Stella Shackle, William Crane and Paul Culley-Barber and Sarah Osbaldeston (Clerk).

1. Welcome and Introduction to the meeting by the Chair, Stuart Smith.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**
 - 2.1. Mary Moxon, Sarah Dhesi and Joseph Scholes sent their apologies which were accepted by the parish council.
 - 2.2. Eleanor Bannister (Clerk) sent her apologies.
3. **TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA**
 - 3.1. Items 11, 12, 21, and 22 - Paul Culley-Barber declared a pecuniary interest.
 - 3.2. Item 26, and 28 – Yvonne Burton declared a pecuniary interest.
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. Three parishioners were present at the meeting.
 - 4.2. County Councillor Andrew Proctor sent his apologies and sent a detailed report for the council.
 - 4.3. District Councillor Paul Newstead was present.
 - 4.4. One parishioner raised concerns regarding potential noise pollution as a result of the construction of the A47 dualling.
5. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12th February 2024**
 - 5.1. The council unanimously resolved to approve the minutes of the meeting held on 12th February 2024 and the minutes were duly signed by the chair.
6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
 - 6.1. The council are liaising with the National Highways Biodiversity project team to see if there are any areas in the parish they can improve.
 - 6.2. Planning application 2023/3461 for doggy day care in Blofield Heath has been turned down for planning permission.
 - 6.3. NCC Highways has advised the council that their favoured option is the same as the parish council's as it provides the most deliverable crossing option.
 - 6.4. ***The preferred Option 1A - Traffic signal upgrade with provision of All Red stage.*** This would be an upgrade to the existing lights, including the all-RED phase, facilitating safer pedestrian and cyclist crossings from all approaches. It is more cost effective so would be more feasible to implement and it is suitable for crossings where there are higher numbers of pedestrians.
 - 6.5. NCC Highways has advised that this will be in a programme of upgrades for the future, but it is not in a programme yet. The design team will contact the parish council when it comes forward but it is not likely to be earlier than 2025/26 financial year.
7. **PLANNING**
 - 7.1. Application: 2024/0485
Proposal: Single storey rear extension and porch to front
Location: Little Croft Woodbastwick Road Blofield Norfolk NR13 4RR
The Parish Council has no comment on the application, however, should any aspect of the application change the council would like to be informed.
 - 7.2. Application: 20240504

Proposal: Erection of 2 x new commercial rental units and 2 x first floor residential flats above.
Location: Land South of Blofield Heath Store and Post Office, Woodbastwick Road, Blofield.

The parish council have significant concerns over this planning application.

Woodbastwick Road is well known for speeding cars and so the council have safety concerns about introducing more retail units into that area increasing movements onto and off the shared car park, next to the very busy junction with Mill Road. The parking arrangements seem very limited and do not comply with the Neighbourhood Plan Parking Policy (HOU 5) where 1-bedroom dwellings are required to provision 2 parking spaces. Current proposal offers 1 space per flat.

Francis Lane is identified in the Neighbourhood Plan as an area that is impacted by surface water flooding. There needs to be assurances provided that this will not contribute to or increase the chances of flooding in that area. The council has concerns of overshadowing of the properties at the rear of the proposed development. The previously approved application (20211386) was conditioned as follows (below) and the parish council would like to question Broadland / South Norfolk District Council; will these conditions still apply to the new proposal?

The takeaway unit hereby approved shall be used and occupied in association with the main restaurant building on the site and shall not be occupied as an independent and unassociated takeaway unit.

Reason for the condition:

To ensure the satisfactory development of the site, to ensure that the takeaway unit utilises the existing extraction systems and to help control vehicular movements and parking at the site in accordance with Policies GC4, EN4, TS3 and TS4 of the Broadland Development Management DPD 2015.

The first floor accommodation above the takeaway and commercial units hereby approved shall be for holiday use only and shall not be used as the sole or main residence of the occupiers. No person shall occupy any part of the accommodation for a period exceeding six weeks. Furthermore, no person shall occupy the accommodation within a period of two weeks following the end of a previous period of occupation by that same person.

The owners/operators of the holiday accommodation shall maintain an up-to-date register of the names and main home addresses of all the individual holiday makers and shall make this information available for inspection at all reasonable times to the Local Planning Authority following prior written notification.

Reason for the condition:

To enable the Local Planning Authority to retain control over the development which has been permitted, and as a full-time occupancy would require the need for full odour and noise assessments which haven't been carried out. Full time occupancy could therefore lead to a detrimental impact on future occupiers of the unit contrary to Policy GC4 of the Broadland Development Management DPD 2015.

The commercial unit hereby approved (shown as 'shop unit' on Ground Floor Plan, Dwg No: PL 003 B) shall not operate other than between the hours of 08:00 and 18:00 Monday to Friday, 09:00 and 17:00 on Saturdays and 10:00 and 16:00 on Sundays. The use shall not take place on bank holidays or public holidays. Reason for the condition: In the interests of the amenities of local residents and to ensure that there is no conflict with other uses on the site such as the takeaway unit, which will predominantly be open in the evenings, in accordance with Policies GC4 and TS3 of the Broadland Development Management DPD 2015.

If the planners are minded to approve this proposal then the parish council would welcome planning conditions to introduce road safety schemes along Woodbastwick Road to reduce speeding.

If the planners are minded to approve this application then the council would ask that a condition is applied to ensure no direct competing businesses to the adjacent ones can move into the new units. In addition, the council also requests that sufficient space is left between the new and adjacent property to allow for services access.

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

8.1. No further planning applications received.

9. TO RECEIVE AN UPDATE ON THE YARMOUTH ROAD MISSING FOOTPATH, WOODBASTWICK ROAD FOOTPATH, AND REVIEW ATLANTIC TRADING HEDGING/ SIGNAGE AND ANY OTHER PLANNING MATTERS AND AGREE NEXT ACTIONS

- 9.1. *Yarmouth Road missing footpath* - it appears from planning that this footpath was only a condition if the supermarket was built, the condition was NOT tied to the housing development south of Yarmouth Road. If the latest version of the new planning application (with 80 EV charging units) is passed / 'consented', then it is hoped that this development will provide a footpath along the north side of the Yarmouth Road. Brundall Parish Council and our District Councillor Paul Newstead are also investigating options for a footpath due to health and safety concerns.
- 9.2. *Woodbastwick Road footpath* – is almost complete and looks very smart.
- 9.3. *Atlantic Trading large advertising banners* - The Parish council agreed to contact planning enforcement to raise concerns regarding the large banners. Clerk (SO) to action. The council agreed to wait until April to review the hedge planting.
- 9.4. *Dawsons Way* – The failure of BDC to enforce the planning condition of proof of functionality of the Dawsons Way off site drainage results in the consequence of the non-adoption of the first part of the road by Highways. This leaves uncertainty for the property owners of Dawsons Way whose maintenance payments may not be sufficient to cover road maintenance and an issue of whether Anglian Water will adopt the onsite drainage from a private road. Following a detailed discussion, the council feel that this is a disappointing situation, but the council has explored all avenues to resolve the matter and it is beyond a parish planning matter and for the residents to resolve.
- 9.5. *34 Pound Lane, 2023/2552* - (Proposal: Two storey side extension, internal alterations and erection of a new carport) – the council has received a notice of appeal on this planning application.
- 10. TO RECEIVE AN UPDATE ON THE INSTALLATION OF THE MARGARET HARKER HALL PLAYGROUND AND AGREE ANY NECESSARY ACTIONS**
- 10.1. The playground is open and being enjoyed by all the village. It is really busy and proving very popular. There are still a number of outstanding 'snagging' items left to be resolved by the installation company. Of significant concern is the movement of the rocker and round seat. The council unanimously resolved to collate a full list and liaise with EIBE over the required actions for each point. Clerk (EB) to action.
- 11. TO RECEIVE AN UPDATE ON THE COUNCIL PLANNING APPLICATION FOR THE 'OLD SCHOOL SITE' (2023/3727) AND AGREE ANY NECESSARY ACTIONS**
- 11.1. The parish council / BDC planning department are still awaiting an update from NCC Highways on the adjusted entrance designs the parish council submitted in February. Clerk (EB) to chase.
- 11.2. Dropped kerbs have now been installed to allow access to the doctors surgery.
- 12. TO RECEIVE AN UPDATE ON THE 'OLD SCHOOL SITE' PLAYGROUND FOLLOWING A SITE MEETING**
- 12.1. An initial site meeting has taken place and a list of requirements detailed by the parish council. Clerk (EB) to arrange a meeting with EIBE and contractors after Easter to review a detailed construction plan, timeline review council requirements and ensure contingency is built into the plan.
- 13. TO RECEIVE AN UPDATE ON THE BRIDGE PROJECT AND AGREE NEXT ACTIONS**
- 13.1. The Environmental Impact Assessment is booked in for the 5th April 2024. This will assess the site and any water vole activity and determine when the project can commence.
- 14. TO RECEIVE AN UPDATE ON THE CHURCHYARD WALL REPAIRS AND FUNDING REQUESTS AND AGREE NEXT ACTIONS**
- 14.1. The Clerk (SO) advised that the contractor has requested an onsite meeting in May/June to establish which urgent work will be carried out in September. Yvonne Burton suggested a discussion with the contractor to see if an 'unskilled' working party could help with some initial work to help keep the costs down. Yvonne Burton has applied to Snellings for a grant and continues to search for other grant funding opportunities.
- 15. TO RECEIVE AN UPDATE ON A POSSIBLE BLOFIELD HEATH TO BLOFIELD FOOTPATH AND AGREE NEXT ACTIONS**
- 15.1. A draft letter has been received from BDC Green Infrastructure team. The council unanimously resolved to request that BDC send the proposed letter to the relevant local landowners to see if any are interested in the footpath proposal between Blofield and Blofield Heath. The council are happy to consider any routes that may be possible depending on the land availability. Yvonne Burton

noted that there are no longer rare orchids in the area previously discussed. Clerk (EB) to make contact with BDC.

16. TO APPROVE INVOICES FOR PAYMENT, NOTE COUNCIL FUNDS AND REVIEW INTERNAL MONTHLY CHECKS

- 16.1. The council unanimously resolved to approve all payments presented of vouchers #179 - #188 totalling £5,590.09 (Appendix A). Clerk (SO) to arrange payments.
- 16.2. The council noted the current total funds at 2 February 2024 of £991,641.08 (appendix B).
- 16.3. The council unanimously resolved to approve the payment of overtime of 30 hours for Eleanor (in addition to Eleanors revised working hours of 25 per week) and 20 hours for Sarah.

17. TO CONSIDER A FUNDING REQUEST FOR NEW SPEED SIGN BATTERIES FROM THE DISTRICT COUNCILLOR

- 17.1. The council agreed to ask the district councillor Paul Newstead if he is able to assist with funding two new SAM batteries for the council SAM speed signs.
- 17.2. It was also noted that the flashing speed sign on The Street is in need of repair. Clerk (SO) to report.

18. TO NOTE A SMALL GRANT RECEIVED FROM THE DISTRICT COUNCILLOR FOR BLOFIELD LIBRARY

- 18.1. The council agreed the Clerk (SO) should spend the grant of £57 on puzzles and hot chocolate drinks supplies as requested by Blofield Library.

19. TO CONSIDER AN ALLOTMENTS SCRIBE PACKAGE

- 19.1. Following a brief discussion the council agreed not to purchase this package. Following recent Parish Online training, Stuart Smith thought it might be possible to use parish online system to assist with mapping of the allotments site.

20. TO CONSIDER PARISHIONER CONCERNS REGARDING NOISE DURING THE CONSTRUCTION OF THE A47 DUALLING AND AGREE ANY NECESSARY ACTIONS (SJS)

- 20.1. A local resident with specialist knowledge in this area agreed to review the documentation regarding anticipated noise pollution during the A47 dualling construction. The resident will contact the council if there are any concerns arise.

21. TO RECEIVE AN UPDATE ON PLANTATION ROAD IMPROVEMENTS IN RELATION TO THE NEW / OLD SCHOOL SITES

- 21.1. The dropped kerbs have been installed to allow improved access to the doctors' surgery.

22. TO RECEIVE AN UPDATE ON THE NEW SCHOOL SITE FOLLOWING A SITE MEETING WITH THE CONTRACTORS AND AGREE ANY NECESSARY ACTIONS

- 22.1. Eleanor Bannister prepared a detailed report following the meeting on site with Pentaco the building contractors for the new school. Various matters were discussed, flooding, fencing the new playing field etc. Reassurance and clarity were given on all points. Pentaco will be visiting the Annual Meeting of the Parish for parishioners to attend and ask any questions of the contractor.
- 22.2. The parish council discussed the bus shelter they own outside the doctors surgery and unanimously resolved to keep this in situ if possible (even if the bus stop moves position slightly).

23. TO NOTE SPEEDING CONCERNS ON WOODBASTWICK ROAD, DISCUSS THE SETUP OF SPEED WATCH AND THE REALLOCATION OF THE INSTALLATION OF THE PORTABLE SPEED SIGNS

- 23.1. This agenda item was discussed at the February parish council meeting. Since then, no speedwatch volunteers have come forward to volunteer to run or be part of a speed watch group for the parish.

24. TO RECEIVE AN UPDATE ON MARTY'S MARSH, UPDATE ON TREE WORKS AND AGREE ANY NECESSARY ACTIONS

- 24.1. Yvonne Burton reported that the scheduled tree works have been carried out. A working party took place last Saturday and chippings were spread on the paths. Yvonne has also met the cub leader to discuss locations for the bat boxes the scouts have built.

25. TO RECEIVE AN UPDATE ON THE CHURCHYARD INSPECTION

25.1. This has been cancelled and will take place in April.

26. TO RECEIVE AN UPDATE ON THE QUARTERLY ALLOTMENTS INSPECTION AND MEETING WITH THE BAA

26.1. This has been cancelled and will take place in April.

27. TO RECEIVE AN UPDATE ON A DEFIBRILLATOR REQUEST AT NORWICH CAMPING AND LEISURE

27.1. Following lots of research, Clerk (EB) is awaiting information from Norwich Camping and Leisure to see if it is possible to get a defibrillator installed at the entrance to their site but outside so it is available for 24 hours a day access. It may be possible to obtain funding support from National Highways for this.

28. TO RECEIVE AN UPDATE ON THE A47 DUALLING, ALLOTMENTS WORKS, AND NATIONAL HIGHWAYS COMPENSATION FOR LOSS OF RENT AND AGREE ANY NECESSARY NEXT ACTIONS

28.1. The council solicitor is awaiting confirmation of who will be paying the legal costs relating to the A47 before she commences this work. Clerk (EB) to advise National Highways.

28.2. Cadent has now requested a slightly different path for the gas main and this may affect the allotments fencing and hedging. The council will need to work with Galliford Try and Cadent to find an optimal solution.

28.3. National Highways were not expecting a request from the parish council to pay for the loss in rental from the lost allotment plots. National Highways are compensating the parish council in many ways with a significant value of works (such as a new water tank, resurfacing the car park, new rabbit fencing etc) and did not anticipate paying any other funds. The parish council understood that National Highways had requested this information. They will consider the parish council's request.

29. TO RECEIVE AN UPDATE FROM THE MARCH TOWN AND PARISH FORUM

29.1. Mary Moxon provided a written report for the council.

30. TO CONSIDER ANY REPAIRS TO THE WYNGATES GATE

30.1. The parish council agreed for Stuart Smith to go ahead and make the repairs to the gate.

31. TO AGREE ATTENDANCE AT A NCC HIGHWAYS MAJOR PROJECT TEAM MEETING ON 12TH MARCH 2024

31.1. This meeting has been delayed. It is regarding a major building development project taking place in the Rackheath area and Blofield has been invited to understand if there will be any impacts to the village, particularly during the construction phase. The council agreed to attend when the new date for the meeting is scheduled.

32. TO RECEIVE THE CLERK'S REPORT & CORRESPONDENCE

32.1. A parishioner has raised concerns over loud works at the Pentaco New School building site before 7:30am. The clerk (SO) has referred this to Pentaco who has responded.

32.2. The parish council has been successful with the two parish partnership funding bids for the footpath improvements and entrance kerb for the 'old school site'. To discuss at the next parish council meeting.

32.3. Details of the council planning application details have been shared with the Pride and Place grants co-ordinator.

32.4. A Planning Appeal has been raised for planning application 2023/2552, 34 Pound Lane Blofield Norfolk NR13 4NB.

32.5. A proposal for a two-storey side extension, internal alterations and erection of a new carport.

32.6. A parishioner has raised concerns regarding blocked drains on Yarmouth Road (before the traffic lights as you come into Blofield from Norwich). These have been reported to NCC Highways.

32.7. Joseph Scholes has noted the council's comments regarding his sabbatical and confirmed he will return to Norwich in late June.

32.8. A parishioner has reported the missing bollard on Brundall Road and NCC Highways have confirmed this will be replaced.

- 32.9. The council noted the heathlands management committee minutes.
- 32.10. Bus route issues have occurred due to the road closure of Woodbastwick Road. Eleanor Bannister has done all she can to resolve issues and keep the parish updated.
- 32.11. The Greater Norwich Local Plan (GNLP) has been through the planning inspectorate process and the Inspectors' conclusion is that with the recommended main modifications the GNLP is sound. The Inspectors' Report and appendices of the Main Modifications will be available to view on the GNLP website at www.gnlp.org.uk and hard copies will be available for public viewing at various locations. Please contact the GNLP team on 01603 306603 or email gnlp@norfolk.gov.uk to make an appointment.
- 32.12. A parishioner has raised concerns over visibility from their driveway on Yarmouth Road. The council have referred the parishioner to NCC highways.
- 32.13. A parishioner has raised concerns over speed limits on Hall Road, as this road has a speed limit of 60mph. The parish council does not have authority over setting speed limits. Clerk (EB) to refer the parishioner to NCC Highways.

33. ITEMS FOR NEXT AGENDA

- 33.1. Parish Partnership successful bids.

34. TO CONFIRM THE DATE OF THE ANNUAL MEETING OF THE PARISH

- 34.1. Thursday 14th March 2024 at 7:30pm at Blofield Courthouse.

35. TO CONFIRM THE DATE OF THE NEXT PARISH COUNCIL MEETING

- 35.1. Monday 22nd April 2024 at 7:30pm at Blofield Courthouse.

There being no further business the meeting closed at 9:45pm.

Signed.....

Dated.....