

Blofield Parish Council

Minutes of the Blofield Parish Council Meeting held at Blofield Courthouse on Monday 11th February 2019 at 7.30pm – 10.15pm.

PRESENT

Rob Christie, Stuart Smith, Stella Shackle, Mary Moxon, Stuart Smith, Yvonne Burton, and Sarah Osbaldeston (clerk) and Melanie Eversfield (assistant clerk).

1. Welcome and Introduction to the meeting by the Chair, Rob Christie.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**
 - 2.1. Apologies were received from Paul Culley-Barber and Paul Baverstock, Pat Wilson and Joseph Scholes and accepted by the council. David Ward was absent from the meeting.
3. **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
 - 3.1. There were no declarations of interest made.
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. Approximately 8 parishioners were present. The District and County Councillor were unable to attend.
 - 4.2. A parishioner provided the council with detail of their discussions with Hopkins Homes
 - 4.3. A parishioner raised concerns over the volumes of rubbish found close the village on Yarmouth Road. Clerk (ME) to contact the McDonalds manager to request litter picks be reinstated further into the village.
 - 4.4. Item 12 – The tree warden spoke and explained further detail about the Broadland tree warden network and the funding request.
 - 4.5. The tree warden provided a brief update on their work to date. Both parish tree wardens have attended a TPO legislation course. The tree wardens have done work on Plantation Wood, Railway Wood and Blofield Churchyard. In addition, 5 new varieties of apple will be planted in the community orchard this year.
 - 4.6. Item 23 – two representatives from the Blofield Tennis club spoke about their club, the facilities they provide and application to the council for CIL funds.
5. **TO APPROVE THE MINUTES OF THE PLANNING PARISH COUNCIL MEETING HELD ON 14TH JANUARY 2019**
 - 5.1. Following a minor amendment, Stuart Smith proposed (seconded by Yvonne Burton) the parish council approve the minutes of the parish council meeting held on 14th January 2019. The parish council unanimously approved this proposal and they were duly signed by the chair.
6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
 - 6.1. A new dog waste bin has been installed on the junction of Danesbower Lane and Yarmouth Road. Clerk (ME) to advise BDC to commence collection for this bin. Dog waste bins/posts near Ropes Walk and Woodbastwick Road have been repaired.
 - 6.2. Clerk (ME) has been in touch with the current / new pest controllers for the allotment site.
 - 6.3. The planning inspectorate has overturned the Dawsons Lane appeal and the 8 homes have received planning approval.
7. **TO CONSIDER FEEDBACK ON ANY PLANNING APPLICATIONS RECEIVED SUBSEQUENT TO THE PUBLICATION OF THIS AGENDA**
 - 7.1. No plans have been received.

8. TO RECEIVE AN UPDATE ON THE HOPKINS HOMES YARMOUTH ROAD AND PUBLIC FOOTPATH CONCERNS

- 8.1. Clerk (SO) to chase Hopkins Homes and Norfolk County Council Highways regarding both matters.
8.2. Clerk (ME) to make contact with the site manager regarding concerns and also the dirt being spread onto the Yarmouth Road from the building site.

9. TO CONSIDER THE MANAGEMENT OF THE HOPKINS HOMES OPEN SPACES

- 9.1. Following a brief discussion Stuart Smith proposed (seconded by Mary Moxon) the council propose the open spaces on the Hopkins Homes development are maintained by a management company. The council unanimously resolved to approve this proposal. Clerk (SO) to advise Bob Fell at Broadland District Council.

10. TO APPROVE INVOICES FOR PAYMENT

- 10.1. Mary Moxon proposed the council approve (seconded by Yvonne Burton) all payments totalling £83,900.74 (see Appendix 1). £80,000 is for the purchase of the meadow land near Bay Bridge. (£50,000 CIL funds from the parish council and £30,000 funds from Broadland District Council, to be returned imminently). The council unanimously approved this proposal. Clerk (SO) to issue cheques.
10.2. Receipts from 4th January 2019 – 3rd February 2019 totalling £425.00 were noted (see Appendix 2).
10.3. The Council noted the total bank balance at the 4th February 2019 as £368,003.92 (see Appendix 3); of which £300,326.66 is Community Infrastructure Funds.

11. TO CONSIDER A FUNDING APPLICATION FOR BRUNDALL SEA SCOUTS STAITHE

- 11.1. Following a brief discussion, the council felt; taking into account agenda item 23, the parish council should not consider this application at this time. This could be considered again when the public consultation has taken place and the bigger picture is clearer. Rob Christie proposed (seconded by Sarah Dhesi) this proposal and the council unanimously resolved to approve it. Clerk (ME) to advise the sea scouts.

12. TO CONSIDER A FUNDING REQUEST FROM THE BROADLAND TREE WARDENS NETWORK

- 12.1. The newly created Broadland Tree Wardens Network has requested a small amount of funding. Both the parish tree wardens are actively involved in the network and give their time freely on work in the parish. Stella Shackle proposed (seconded by Yvonne Burton) the council donate £100 per annum to the group and agreed to fund the cost of room hire of the courthouse for one of their meetings. The council unanimously resolved to approve this proposal.

13. TO RECEIVE AN UPDATE REPORT ON CURRENT PROJECTS AND AGREE ANY NECESSARY ACTIONS

- 13.1. The Clerk (ME) provided an update on various ongoing projects.
13.2. Churchyard footpath – a site meeting has taken place between the community payback scheme and council representatives. Work will commence in early April.
13.3. Clerk (ME) will circulate the draft welcome pack for the councilors to view prior to the March meeting.
13.4. The council agreed to close the Saffron Housing item unless contact made in the next month.

14. TO RECEIVE AN UPDATE ON THE PURCHASE OF MEADOW LAND, AGREE THE SECOND COUNCIL LEAD AND AGREE ANY NECESSARY ACTIONS

- 14.1. Joseph Scholes and Stella Shackle have volunteered to be the other councillor leads together with Yvonne Burton.
14.2. The letter of understanding between the council and Broadland District Council (BDC) has been agreed and signed.
14.3. Annie Sommazzi from Broadland District Council has advised:
- topographical survey of land is taking place 30th January
 - An ecological survey will take place at the meadow at 11:00 on Friday 15 February
 - the legal work is progressing well and expect to complete the purchase in late February. The contract contains no restriction as to use or stipulation as to name to be used for the site.
 - The cheque for £80,000 needs to be raised at the meeting on the 11th February 2019 to ensure the solicitors has the funds available to transfer to the owner.

- Sally Hoare at BDC agreed it is valuable for the council to apply for designated funds for land purchase and land preparation funds. Clerk (ME) to work on this as a priority. Sally Hoare and Annie Sommazzi will feed information into this. The application will be for the £50,000 purchase plus circa £50,000 (for the land preparation).

15. TO RECEIVE AN UPDATE ON OUTSTANDING ALLOTMENT RENTS AND AGREE ANY NECESSARY ACTIONS

- 15.1. Allotment rents for 2016/17 have all been collected. There are 4 outstanding rents for 2017/18 that have been chased numerous times. These plot holders no longer have allotments, so it was agreed to cease chasing. There is just one payment outstanding for 2018/19 coming by BACS.
- 15.2. There are a small number of allotment plots that cannot be used due to the potential need for the land by Highways England for the A47 dualling. Highways England has suggested there is a possibility for the council to claim compensation for the lost plot rental income. Clerk (ME) to investigate this matter further with the allotment association and put in a claim.

16. TO RECEIVE AN UPDATE FROM THE LOCAL AUTHORITY CLUSTER MEETING

- 16.1. The notes from the cluster meeting were noted and the date for the next meeting recorded as Tuesday 23rd April at Postwick, Village Hall.

17. TO CONSIDER A STREET FURNITURE LICENCE REQUEST AND AGREE ANY NECESSARY ACTIONS

- 17.1. The clerk (ME) explained the detail of the street furniture licence request. The council resolved not to complete the request and refer the individual the Broadland District Council to complete the furniture request. Clerk (ME) to action.

18. TO RECEIVE A QUARTERLY UPDATE ON HEATHLANDS

- 18.1. The National Lottery grant agreed to fund the extra 10% of £18,500. The project now has all the required funding and can progress. A start date of the 4th March 2019 has been agreed with a completion date of the 8th July 2019.
- 18.2. Urgent tree work has to be carried out.
- 18.3. Day to day fund raising is planned, such as tea and chat, jumble sale and wine tasting.
- 18.4. The AGM is scheduled for the 25th March 2019.

19. TO CONSIDER ANY COUNCIL COMMENTS ON 'LOCAL PLAN FOR THE BROADS EXAMINATION: CONSULTATION ON PROPOSED CHANGES TO THE PLAN'

- 19.1. The council agreed not to make a joint submission.

20. TO NOTE ANY CORRESPONDENCE RECEIVED

- 20.1. The tree warden raised a concern about a broken overhanging dangerous limb on a White Poplar near the new meadow land. Clerk (ME) to advise Norfolk County Council Highways.
- 20.2. The Kings Head current tenants have agreed the car park can be used at school drop off /pick up times and for shoppers in the street. Clerk (ME) to promote on the website etc.
- 20.3. Various other correspondence matters were passed on to the councilors.

21. TO RECEIVE AN UPDATE FROM THE CLERK MEETING WITH BDC COMMUNITY INFRASTRUCTURE CO-ORDINATOR

- 21.1. The clerk (SO) detailed the discussions with the Broadland District Council Community Infrastructure Co-ordinator.

22. TO CONSIDER COUNCIL SUPPORT FOR A DESIGNATED FUNDS APPLICATION TO HIGHWAYS ENGLAND FOR A NEW HEATHLANDS COMMUNITY CENTRE PLAY AREA

- 22.1. Following a brief discussion, the council resolved to approve making this application. It was agreed this application would be joined together with the Margaret Harker Hall play equipment application to form one funding request to designated funds.

23. TO CONSIDER PARISH CONSULTATION PROPOSAL FROM RACHEL LEGGETT AND ASSOCIATES

23.1. The council discussed this proposal in some detail. The council felt it was an excellent idea to involve an independent impartial individual to review the parish community facility provision. Rob Christie proposed (seconded by Stella Shackle) the council fund this public consultation. The council unanimously resolved to approve this proposal. Clerk (SO) to contact Rachel Leggett and Associates and arrange a preliminary meeting. Clerk (SO) and Rob Christie to review the scope of the proposal to ensure everything is covered.

24. TO RECEIVE AN UPDATE FROM THE MARGARET HARKER HALL / COUNCIL WORKING PARTY MEETING AND AGREE ANY NECESSARY ACTIONS

24.1. Sarah Dhesi updated the council on the recent meeting. The Margaret Harker Hall has had a grant of £2,500 towards the restroom refurbishment approved by the Watling Foundation. A request to the Lottery will be submitted in March 2019.

24.2. Sarah Dhesi passed on the parish council request to develop a maintenance plan with timescales and costs following on from the NPS structural survey.

24.3. The committee are looking into creating a website and facebook page.

24.4. Concerns over suitable locations of any new play equipment were discussed.

25. TO NOTE RECEIPT OF VARIOUS MARGARET HARKER HALL LEASES AND AGREE ANY NECESSARY ACTIONS

25.1. The Council noted receipt of these documents for further consideration.

26. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA

26.1. Nothing noted.

27. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL PLANNING MEETING

27.1. Monday 25th February 2019 at 7:30pm at the Courthouse

28. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL MEETING

28.1. Monday 11th March 2019 at 7:30pm at the Courthouse

29. TO RESOLVE TO PASS A FORMAL RESOLUTION (UNDER THE PUBLIC BODIES AND ADMISSIONS TO MEETINGS ACT 1960) TO EXCLUDE THE PRESS AND THE PUBLIC FOR THE REMAINING AGENDA ITEMS

29.1. The council unanimously resolved to approve the resolution detailed above.

30. TO RECEIVE AN UPDATE REGARDING ADDITIONAL COMMUNITY LAND AND AGREE ANY NECESSARY ACTIONS

30.1. A detailed discussion took place on this matter and all concerns and considerations were noted. Stuart Smith proposed (seconded by Sarah Dhesi) the council resolve to support the project in principle and agree to continue discussions with the relevant groups. In addition, Stuart Smith proposed (seconded by Sarah Dhesi) the council pass on their full list of concerns with the proposal and ensure these are addressed before agreeing to the full proposal. The council unanimously resolved to approve these two proposals.

There being no further business the meeting closed at 10:15pm.

Signed.....

Dated.....