

Blofield Parish Council

Minutes of the Meeting of Blofield Parish Council on Monday 9th August 2021 at from 7.30pm-10.13pm in Blofield Courthouse.

PRESENT

Stuart Smith (in the Chair), Sarah Dhesi, Yvonne Burton, Stella Shackle, Joseph Scholes, Bee Blezard, Pat Wilson and Melanie Eversfield (assistant Clerk).

1. Welcome and Introduction to the meeting by the Chair, Stuart Smith.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**
 - 2.1. Apologies were received and accepted from Paul Culley-Barber and Sarah Osbaldeston (Clerk). Mary Moxon listened to the meeting via Zoom. Apologies were also received from County Councillor Andrew Proctor and District Councillor Justine Thomas.
3. **TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA**
 - 3.1. Items 10 – Bee Blezard 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. The Treasurer of Blofield Tennis Club was present and asked for further information from the Parish Council in relation to its proposed plans for spending the CIL monies it has received. A lengthy discussion took place and the Parish Council's position was set out. Melanie sent the Treasurer a link to the Parish Council's grant funding application.
 - 4.2. District Councillor Justine Thomas sent her apologies but sent in a report, a copy of which is attached to the official minutes.
5. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12th JULY 2021**
 - 5.1. It was proposed and seconded that the council approve the minutes of the meeting held on the 12th July 2021. The council unanimously resolved to approve this 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. It was noted that the SAM2 post had been removed from outside Treetops, Woodbastwick Road and that a new location is being identified. It was also noted that the SAM2 sign has been collected via Westcotec so that it can be fixed.
 - 6.2. It was noted that the works to the headstones in the Churchyard will take place in the coming weeks.
 - 6.3. It was noted that no response had been received from the landowner in relation to a permissive footpath between Blofield and Blofield Heath.
 - 6.4. It was noted that Garden Guardian are still to weed kill around the village gateways.
7. **TO CONSIDER COUNCIL FEEDBACK ON PLANNING APPLICATIONS RECEIVED FROM BROADLAND DISTRICT COUNCIL INCLUDING: (ME to action)**
 - 7.1. Application: 20211264
Erection of a detached garage
Location: Camno, 17 Mill Road, Blofield, NR13 4QJ
Blofield Parish Council has now had an opportunity to consider this application. Although it has no objection in principle it would like to point out that the positioning of the garage and the ridge height means that there could be potential loss of light to the neighbouring property on Weston Close.
 - 7.2. Application: 20211268
Two storey rear extension
Location: 35 Danebower Lane, Blofield, NR13 4LP

Blofield Parish Council has now had an opportunity to consider the application and wishes to make no comment to the proposals contained therein. However, if new or additional information comes to light then it would appreciate the opportunity to consider this once again.

8. TO CONSIDER FEEDBACK ON ANY PLANNING APPLICATIONS RECEIVED SUBSEQUENT TO THE PUBLICATION OF THIS AGENDA (ME to action)

8.1. Application: 20211371

Replacement of fencing to front (Retrospective)

Location: Bramley Cottage, Lingwood Road, Blofield, NR13 4LL

Blofield Parish Council has now had an opportunity to consider the planning application. It should be noted that had this application not been retrospective then the Parish Council would have objected to it as it would prefer to see some form of soft boundary, rather than a 6ft fence, considering the rural location of the village and this is emphasised in Blofield Neighbourhood Plan ENV2. The Parish Council would also question the boundary of the new fence as to whether this is on Highway's land?

8.2. Application: 20211386

Erection of ground floor retail unit and take away reception space with first floor accommodation, remodel and extension of kitchen and stores to the side and rear.

Location: Tamarind Indian Restaurant, Woodbastwick Road, Blofield, NR13 4AB

Blofield Parish Council has now had an opportunity to consider the planning application. It has highway concerns in relation to vehicles reversing and pulling out on an already busy Woodbastwick Road and wonders if there would be sufficient car parking spaces for this development. Within the application is states that there are no flooding issues in the area. The Parish Council believe this not to be true and as stated in Blofield Neighbourhood Plan ENV3 the junction of Woodbastwick Road with Mill Road and Francis Lane is identified as a localised flooding area. It would also be helpful it some infiltration could be added to the flue to omit any further cooking smells that affect neighbouring properties.

8.3. Application: 20211378

Replacement of one grass tennis court with a Macadam surfaced court and new fencing

Location: Tennis Court Number 4, Blofield Tennis Club, Margaret Harker Hall, Yarmouth Road, Blofield, NR13 4LE

Blofield Parish Council has now had an opportunity to consider the planning application and wishes to make no comment to the proposals contained therein. However, if new or additional information comes to light then it would appreciate the opportunity to consider this further.

8.4. Application: 20200077

Erection of 4no. dwellings and associated works (reserved matters appearance, scale, layout & landscaping) including surface water drainage. Discharge of condition 7 phasing of application 20161588

Location: Field South of Heathlands, Woodbastwick Road, Blofield, NR13 4QH

It was agreed that the Clerk seeks an extension to the deadline for comment so that the council has sufficient time to digest the new information and formulate a response. If an extension can be granted to 14th September, then the response can be brought to the Council meeting on 13th September. If an extension to that date is not accepted then Mary Moxon, Paul Culley-Barber and the Clerk be given authority to respond on behalf of the council.

9. TO NOTE THE RESPONSE FROM NCC CHILDREN SERVICES / BROADLAND DISTRICT COUNCIL REGARDING THE WYNGATES LAND AND AGREE ANY NECESSARY ACTIONS

9.1. The response from NCC Children Services was received and noted. Melanie stated that she had made contact with all parties to request another meeting but no response has been received thus far due to officers on annual leave. She will chase this (ME to chase) It was noted that the Chair had received a verbal update from Blofield Surgery to state that the access road would be built by December 2021/January 2022 and that in the meantime NCC will build a temporary access to the surgery so that the surgery can proceed with its building works.

10. TO RECEIVE AN UPDATE ON THE TRANSFER OF WYNGATES LAND AND AGREE ANY NECESSARY ACTIONS

10.1. Melanie stated that following the decision taken at the 26th July planning meeting nothing further had been received from our solicitors or Broadland District Council.

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

11.1. Melanie distributed a report to the Parish Council for the meeting.

11.2. It was agreed that the Friends of Marty's Marsh applies to the District Councillors Members Fund for a second bench for the site. (ME to assist with this). It was also suggested that the benches on the site could have a plaque on commemorating the platinum jubilee.

11.3. It was noted that nothing had been received from the Land Registry as yet. (ME to chase).

11.4. It was agreed to contact the AGA Group and ask them to come on site to have a discussion with regard to the further gabions needing to be installed and also addressing the problems associated with the down stream. Once this has taken place AGA Group can then re-quote for the works. (ME to organise).

11.5. A letter to be sent to the Environment Agency informing them of the works that are needing to be undertaken and seeking their advice and approval. (ME to action).

11.6. It was agreed that Sarah Dhesi, Yvonne Burton and a Clerk work with a group from Brundall Parish Council to discuss the possibility of a bridge between Marty's Marsh and Cremer's Meadow. (ME to action).

12. TO REVIEW QUOTATIONS FOR GATES ON FOOTPATH 12 AT THE CHURCHYARD BOUNDARY

12.1. To be considered at the September meeting.

13. TO RECEIVE AN UPDATE ON THE COURTHOUSE ASBESTOS SURVEY AND WINDOW REPAIRS AND AGREE ANY NECESSARY ACTIONS

13.1. It was noted that the asbestos survey will be taking place on Monday 16th August. Once this has been received then the final building survey and fire reinstatement valuation can be released.

13.2. With regard to the planning application for the window repairs it was noted that Melanie and Stella had with the Courthouse Management Committee on Monday 26th July at 2pm. It was agreed to meet with another original contractor on site to see if they can re-quote and assist us at all. This will take place at 9am on 25th August.

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

14.1. It was proposed and seconded that the council approve all payments of vouchers #84 - #87 totalling £1,950.43 (see Appendix A). The council unanimously resolved to approve the proposal.

Clerk (SO) to arrange payment.

14.2. The receipts list totalling an income of £2,672.62 was received and noted. (Appendix B)

14.3. The council noted the bank reconciliation up to the 2nd July 2021 (Appendix C).

14.4. The Council noted the Internal Control Monthly Check from 2nd August 2021 (Appendix D)

14.5. It was agreed that the Pest Controller attends to the wasp nest at a cost of £30.00. (ME to action)

15. TO RECEIVED AN UPDATE REGARDING THE COUNTRY PARK LAND LINKED TO THE 20171386 MEMORIAL HALL BRUNDALL DEVELOPMENT AND AGREE ANY NECESSARY ACTIONS, IF ANY

15.1. The notes from the meeting with Helen Sibley, GI Officer at Broadland District Council were circulated. It was agreed to chase a site meeting with James from Hopkins Homes and invite Helen and Matt from the Fringe Project along. (ME to action).

16. TO RECEIVE AN UPDATE ON THE MEETING WITH ANDREW PROCTOR

16.1. The notes from the meeting were circulated and noted.

17. TO RECEIVE FEEDBACK FROM HIGHWAYS ENGLAND REGARDING A47 DUALLING AND AGREE ANY NECESSARY ACTIONS

17.1. The Statement of Common Grounds produced by Highways England was received. It was agreed

to defer this until the September meeting so that the information can be fully digested before a response is made.

18. TO RECEIVE AN UPDATE FOLLOWING THE HEATHLANDS MANAGEMENT COMMITTEE / COUNCILLOR MEETING REGARDING S106 AND AGREE ANY NECESSARY ACTIONS

- 18.1. The notes from the meeting were circulated and noted. It was agreed to wait until Heathlands Management Committee come back to the council with further information.
- 18.2. Recent vandalism to the goal posts was also noted.
- 18.3. The latest RoSPA report from Heathlands Management Committee had been received. Stuart to analyse this. (SJS to action).

19. TO REVIEW COURTHOUSE CONSTITUTION

- 19.1. It was agreed to alter the wording to 4.10 of the constitution to state that the Management Committee are responsible for insuring the contents of the building and the Parish Council are responsible for insuring the buildings. (ME to action).

20. TO RECEIVE INFORMATION IN RELATION TO BUILDINGS OF INTEREST IN THE PARISH

- 20.1. The draft poll to be placed on the Parish Council Facebook page to gauge an interest from residents in relation to landmarks and buildings that make Blofield feel special was discussed. It was noted that it could only be public buildings and not private residences or businesses. Melanie to re-word the poll and send to councillors for approval. (ME to action).

21. TO RECEIVED AN UPDATE FROM THE LOCAL AUTHORITY CLUSTER MEETING

- 21.1. The draft meeting notes were circulated and noted.

22. TO CONSIDER A DOCTOR'S SURGERY 'THANK YOU' GIFT

- 22.1. It was noted that using S137 the Parish Council could purchase a gift of up to £300 that would benefit the whole community. The Clerk to liaise with the Surgery in relation to a suitable gift. (ME to action).

23. TO RECEIVE AN UPDATE ON DEFIBRILLATORS IN THE PARISH AND AGREE ANY NECESSARY ACTIONS

- 23.1. It was noted that there is currently a defibrillator at Heathlands, Blofield Football Club at Margaret Harker Hall and the Scouts at Bay Bridge. It was agreed to defer this item until data has been received in relation to the current usage of the 3 defibrillators and also details of the costs involved for a new one. This information to be bought back to Council for consideration. (ME to action).

24. TO CONSIDER AND CONFIRM ANNUAL GRANT TO FOCAL POINT AND DISCUSS THE FUTURE OF PARISH COUNCIL NEWSLETTERS

- 24.1. It was agreed that Stuart Smith and Sarah Osbaldeston work together to discuss how the grant to Focal Point can be reduced and the reasons why. This to be bought back to Council for approval. (SJS and SO to action).
- 24.2. It was agreed to start looking at newsletter number 3 and that this should highlight the recent vandalism in the parish. (SJS to action).

25. TO CONSIDER A LARGER DOG BIN FOR BLOFIELD HEATH

- 25.1. It was noted that on Broadland District Council's website it states that if bins are full then you can report them, and they will do extra collections. Melanie to report this information back to Heathlands and also place on the Parish Council website, Facebook page and noticeboards. (ME to action)

26. TO RECEIVE AN UPDATE FROM THE COMMUNITY POLICE PRIORITIES MEETING

- 26.1. Stuart Smith gave a brief update as to what was discussed and the meeting. This information was noted.

27. TO RECEIVE THE CLERK'S REPORT & CORRESPONDENCE

- 27.1. The Clerk's report and correspondence was received and noted. A copy of which is attached to the official minutes.
- 27.2. It was agreed to apply for the Covid-19 Memorial Token through Norfolk ALC Well-being. (ME to

action).

- 27.3. The email from a local resident regarding speeding in Blofield Corner Road was received. It was agreed to respond with the usual response and inform them of speedwatch. (ME to action).

28. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA

- 28.1. Newsletter and Focal Point
- 28.2. Country Park land update
- 28.3. Gesture of goodwill to Blofield Surgery
- 28.4. Highways England A47 response
- 28.5. Allotments
- 28.6. Norfolk Strategic Flood Alliance response
- 28.7. Queens Jubilee celebrations – Joseph Scholes

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

- 29.1. Monday 13th September 2021 at 7:30pm at Blofield Courthouse

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

- 30.1. Monday 27th September 2021 at 7:30pm at Blofield Courthouse

Signed.....

Dated.....