

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on

7.30pm on Monday 6th September 2021

Councillors present:

Derek Aldous, Adam Banham, Beverley Leek, Gerald Peachey, Emma Reeve, Steve Sewell & Richard Tucker

1.0 District and County Councillors' Report

District Cllr Legg reported:

- Broadland and SNC are carrying out an accommodation review to look at combining office space having already combined back office functions. There may be one office instead of the current two, although this and the location is still undecided. SNC are apparently keen to move into the basement of County Hall.
- Highways England have been renamed to National Highways and are about to start major works on the A11 with road surface repairs between Tuttle interchange to Thickthorn and reconstruction of the road between Spooner Row to Tuttle interchange. Preparation for these works will start in the next few weeks and is likely to cause major disruption, with suggested alternative routes for larger vehicles along the A1066 and A140. He has contacted the Police to ask them to monitor unauthorised HGV's in surrounding villages during the road works.
- Most of SNC's staff are still homeworking.
- Lord Dannatt's report on flooding is to be considered at SNC cabinet next week. Although the report isn't published it is believed there are 16 identified flooding areas that will require work.
- SNC are offering small business grants and start up help to support local businesses that have a rateable value of less than £12,000.
- New proposals for naming new roads are due to be announced by SNC shortly and parish councils should be informed of these.
- One of SNC's planning Team Leaders has indicated that planning permission would be given for a pump track and advised him that parish councils do have some permitted development rights for small developments on land they own. It is hoped a meeting on site can be arranged in the near future.

District Cllr Francis reported that Cllr Legg had covered everything that he wished to raise.

Apologies were received and noted from District Cllr Clifford-Jackson.

MPC had recently met with County Councillor Elmer and a copy of his report for September was noted.

1.1 Public Session

A resident raised concerns about large agricultural vehicles, in the early hours, using the road by the school to access the B1113 and he thought a better route would be for them to go down Cuckoofield Lane, which was more suitable for this type of vehicle. The resident acknowledged that MPC probably didn't have any powers in this area but wished to raise the matter.

A resident raised concerns about Orsted's current public consultation on their plans for an energy storage facility and acknowledged that MPC has been very active in the matter of wind farms (item 15 on tonight's agenda) and thanked them for all their efforts to date.

2.0 To close the meeting to public participation

Cllr Aldous closed the meeting to public participation and formally started the Parish Council meeting.

3.0 To receive and consider apologies for absence

All Councillors were in attendance.

4.0 To receive declaration of interest on items on the agenda

Cllr Banham declared an interest in matters relating to item 16.0 – 16.3.

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 2nd August 2021

The minutes of the ordinary Parish meeting held on 2nd August 2021 were unanimously agreed as a true record of the meeting after being proposed by Cllr Leek and seconded by Cllr Sewell.

6.0 To receive financial report and approve invoices for payments as per schedule for August

Following proposal by Cllr Banham and seconding by Cllr Peachey all payments for June were unanimously retrospectively approved. A copy of the payments is attached to these minutes.

Cllr Aldous reported that councillors had been provided with a financial report this month that tracked expenditure against budget. It was noted that £10,000 has been spent on Orchard Park and grounds maintenance so far this year.

6.1 To receive PKF Littlejohn LLP's completion of the limited assurance review for the year ended 31 March 2021

Cllr Aldous reported that the external auditors had completed their limited assurance review of the Annual Governance & Accountability Return for the year ending 31 March 2021.

The auditor's report stated: *"On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in*

accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority: None” This was received and noted by MPC.

6.2 To review quotes and appoint contractor for repairs to the finger post signs

It was reported that only one contractor, of the four approached, had provided a quote against the work scope. Following discussions, when it was agreed that if the posts weren't repaired there was a danger that they could be lost in the future, Cllr Reeve proposed that Contractor 2 be awarded the contract to repair the signs and this was seconded by Cllr Leek and unanimously agreed.

7.0 Working group report on completing items on the outstanding works list & next working group meeting

Cllr Banham reported that the contractor completing the works on the trees on Orchard Park had discovered significant decay in the oak tree identified as T9. Following discussion as to whether this matter should be referred to the outstanding works working group for a work scope, with quotes being reviewed at October's meeting, it was agreed the work shouldn't be delayed any longer than necessary. Cllr Peachey proposed that the current contractor complete the work to fell the tree as the cheapest and simplest option, this was seconded by Cllr Banham and unanimously agreed.

Cllr Banham reported that following the last outstanding works working group the bark on the Common and village hall play areas had been “fluffed up” by a working party of councillors; following discussion it was agreed that an order for bark would be placed next Spring.

Following discussions around the Talking Book on the Common, it was unanimously agreed that the Talking Book and both posts should be removed.

In response to a suggestion that the oak being felled on Orchard Park should be replaced, it was agreed that the outstanding works working group would look at options for this at their next meeting on 14th September along with a review of a work scope for repairs to the Meadows play area equipment.

8.0 Approval to instruct solicitors for the Oakley Park phase 2 allotment site transfer

Cllr Leek reported that Hopkins Homes have confirmed in writing that the hedge and fence work will be completed once the weather conditions are right and all other outstanding work on the Oakley Park South site had been completed.

Cllr Leek proposed that MPC's solicitors be instructed to complete the land transfer for this allotment site, this was seconded by Cllr Sewell and unanimously agreed.

9.0 To approve the Scout Group's choice of gas cylinder cage

Cllr Peachey reported that SNC planning department had advised that planning permission was not needed, and proposed that MPC approve the request for the Scout's choice of containers in the moss green. This was seconded by Cllr Banham and unanimously agreed.

10.0 To consider request to use car park for a Christmas Fayre on 19th December: 3pm to 10pm

Following confirmation that no reply had been received to the email/letter sent on 11 August 2021 requesting further details about the proposal it was agreed to defer this item to the next meeting.

11.0 To consider Treetops request for works to the outside area at the back of the village hall

Following confirmation that no reply had been received to the email/letter sent on 11 August 2021 requesting further details about the proposal it was agreed to defer this item to the next meeting.

12.0 To consider NCC's Traffic Regulation Order to designate newly adopted roads as 20 mph speed limit

Following discussion of NCC's Traffic Regulation Order to designate Sterlet Grove, Minnow Way, Tench Close, Gudgeon Road, and Barbel Close off Long Lane as a 20mph speed limit, Cllr Peachey proposed that no objection be raised, and that the comment that Flordon Long Lane from The Rosery to Gudgeon Road should be included in the 20 mph zone should be added to the return; this was seconded by Cllr Banham and unanimously agreed.

13.0 Update on discussions with Ian Holdsworth Chartered Surveyors (IHCS) and their request for Cadent Gas to install a gas governor on MPC's land

It was noted that there was no update on this proposal and no decision or action was required by MPC at this meeting.

14.0 Update on renewal of EE & Three mast agreement

It was noted that there was no update on this proposal and no decision or action was required by MPC at this meeting.

15.0 Update on wind farms

Cllr Aldous provided a report on recent developments affecting the local area. A copy of the received report will be added to MPC's website.

Cllr Aldous reported that at last month's meeting MPC had approved expenditure of up to £2,000 for independent advice to MPC in relation to wind farms and related projects and their associated infrastructure. During discussions it was noted that S137 expenditure could be used as there would be a direct benefit to the area and residents, who will be impacted by the construction of sites locally, arising from this action/expenditure and also that the expenditure was commensurate with the benefit.

Following discussions Cllr Leek proposed that delegated authority be given to the Clerk, in consultation with the Chairman, to seek this advice if required and also that the expenditure be recorded as S137 expenditure; this was seconded by Cllr Banham and unanimously agreed.

16.0 To review request from CPRE regarding the GNLP – Public Examination potential legal costs

Cllr Banham left the meeting before discussion of this item.

Following discussion of CPRE's request Cllr Aldous adjourned the meeting to allow District Cllr Legg to speak.

Meeting adjourned

Cllr Legg reported that he understood that CPRE's policy was to support development in the suburbs of Norwich and this could mean the policy would support further development in Mulbarton.

Meeting resumed

Following further discussions, Cllr Leek proposed that an extraordinary meeting of MPC be held in two weeks' time to reconsider CPRE's request for financial support; this was seconded by Cllr Reeve and unanimously agreed.

16.1 To receive and consider reply from SNC's Director of Place

The exchange of correspondence between SNC Director of Place and MPC was discussed, noting that MPC had originally raised three questions in March 2021: '1. What discretion does a local planning authority have to take into account cumulative impacts; 2. Does SNC have a policy covering this issue, and if not, is it likely that one will be produced; 3. In the absence of a policy, how is SNC addressing the cumulative impacts of developments like these?'

Following discussions it was unanimously agreed that MPC would request a further response from SNC. A draft of this correspondence will be circulated to councillors before being sent.

16.2 To consider revising the Mulbarton Neighbourhood Plan

Following discussions during which it was agreed that a review of the Neighbourhood Plan was needed, it was unanimously agreed that a working group would look at the options of what a review could look like and how this could be achieved; this working group would then make recommendations for the full council to consider.

16.3 To consider planning applications received

Cllr Sewell reported that four planning applications have been received since the last meeting:

- 2021/1955: 2 Lakes Avenue Mulbarton NR14 8BY.
Erection of single storey extension to rear.
MPC have no comments to make on this application; it was noted that neighbouring properties have a right to submit their own comments if they so wish necessary.
- 2021/1647: Land North Of Lantana Norwich Road Mulbarton Norfolk.
New dwelling with integrated garage
Comments have been submitted; it was noted that neighbouring properties have a right to submit their own comments if they so wish necessary.
- 2021/1790: Sunny Oak Barn Swainsthorpe Road Mulbarton NR14 8FZ
Construction of menage arena 20m x 30m and associated fencing
MPC have no comments to make on this application; it was noted that neighbouring properties have a right to submit their own comments if they so wish necessary.

- 2021/1897: 8 Oatfield Chase Mulbarton NR14 8GU
Erection of single storey rear extension
MPC have no comments to make on this application; it was noted that neighbouring properties have a right to submit their own comments if they so wish necessary.

Cllr Banham returned to the meeting after discussion of this item.

17.0 Correspondence requiring consideration

- Residents email regarding plans for the Queen's 70th Jubilee celebrations – June 2022. At present MPC have no plans for next June and residents who wish to hold street parties would need to arrange the permissions / necessary road closures.
- Email from Puddleducks re grass cutting. MPC discussed its support for providing the garden areas to the childcare providers at the village hall free of charge. It was also noted that permission for enhanced planting in the area used by Puddleducks in 2017 was subject to them maintaining that additional planting. As committee members have probably changed since then it was agreed that MPC should enter into correspondence with the group.
- Email from the Football Club Chairman apologising for the parking issues in and around the village hall on Saturday 4th September.

21.0 Liaison officer reports

Pump Track: Cllr Peachey reported that a request to SNC's community officer for a meeting with them and a planning officer had not yet been replied to; however Cllr Legg had now arranged for MPC to be given a contact name for a SNC planning officer, and a meeting will now be arranged with them to discuss MPC proposals. It was noted that without the £15,000 CAF grant the project has potentially been put back by a year.

Allotments: Cllr Leek reported that the transfer for the Long Lane allotment site was in the hands of the solicitors and MPC had this evening agreed for the Oakley Park South transfer to be progressed, and the contractor for rotovating the Long Lane plots will be starting in the next few weeks. Cllr Leek thanked Mr Jenkins for painting the new gate and fence at the Swamp site.

Mulbarton Common Steering Group: Cllr Peachey reported that the Mulbarton Common Steering Group had met today and MPC had reported that the annual hay cutting on the Common had been completed, pot holes around the village pond had been filled in, minor footpath repairs have been carried out, and MPC have no further routine maintenance on the Common planned. SNC had reported that they have received "Connecting the Claylands" funding and would now be looking at a work scope for Birchfield Lane Pond and possibly Todd's Pond. This work would be planned for November through to January due the ponds housing newts. SNC have scheduled works to reinstate Grimm's Pits for the autumn/winter months and will be planting native species to provide new wildlife habitat. The next meeting of Mulbarton Common Steering Group will be face to face, in mid-October.

22.0 To receive any items for inclusion on the next agenda.

- Norwich City Council's congestion charge and the removal of parking on Ipswich Road.

23.0 To adjourn the meeting for the 2nd public session

Cllr Legg reported that he spoken to SNC about the north end of the Meadows, which according to the Village Cluster Housing Allocation Plan is surplus to requirements, stating that MPC may be interested in purchasing, but he is still waiting for a response.

Cllr Legg noted that the applicant for planning application 2021/1647: Land North Of Lantana Norwich Road has cut down trees on the site without planning consent (in a conservation area) and although he has been advised that SNC's enforcement officer will not currently be taking any action they may do so when planning consent has been decided. SNC's tree officer will be looking at one of the trees on the boundary in regards to potential damage to the roots.

A representative from the Scouts thanked MPC for giving permission/approval for their choice of gas cylinder storage units and also for the works completed on the trees on Orchard Park at the back of the Scout Hut.

A resident raised concerns about the path past the school and also to the right of the Forge Orchard exit from the Common which are both overgrown. It was noted that these areas are under SNC responsibility and MPC would contact them.

The Football Club chairman asked how often MPC's contractor cut Orchard Park. It was noted that the Clerk would provide this information at a later date via email.

There being no further business the meeting closed at 8.45pm.

The next meeting will take place on Monday 4th October at 7.30pm in the Committee Room at the Village Hall.

Payments for August 2021

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102749	NTS Partnership T/A Icení	Jubilee Garden Maintenance - July	68.00		136.00
		Jubilee Garden Maintenance - Aug	68.00		
102750	APC Pest Control	Quarterly invoice	120.00	24.00	144.00
102751	Pronterland	2 toners	234.06	46.81	280.87
102752	Mr T Jenkins	Painting Swamp gate and fence	16.05		16.05
102753	PKF Littlejohn LLP	AGAR Limited Assurance Review	300.00	60.00	360.00
102754	Mrs B Leek	Expenses	69.97	4.41	74.38
102755	Glasdon	Refuse sacks	58.88	11.78	70.66
102756	A Phillips	3 x Planters	335.00	67.00	435.89
		Expenses	30.24	3.65	
102757	A Phillips	Salary	839.37		839.37
102758	HMRC	PAYE	303.39		303.39
102759	Ribbonsdale	Grounds Maintenance	1158.57	211.71	1370.28
102760	Talking Elm	Tree works on Orchard Park	1625.00	325.00	1950.00
102761	G Peachey	Expenses	25.72	5.14	30.86
		Total for month:	5252.25	759.50	6011.75