

## MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 1<sup>st</sup> October 2018

Councillors present:-

Peter Leigh Derek Aldous Adam Banham Steve Sewell Beverley Leek Richard Tucker

**First Public Session****1.1 District and County Councillors' Report**

District & County Cllr Foulger reported that he had nothing to report from NCC as things were still slow after the summer and there had only been one planning committee meeting to date.

District Cllr Legg reported that SNC and Broadland District Council had appointed a managing director, Trevor Holden, who would be in charge of both councils; he will be in post from sometime in the new year. Cllr Legg reported that Lotus have submitted a planning application that includes changes to the car park and a new visitor centre, this application will go to Committee at some stage; he had some concerns with regards to whether these changes will increase the use of the track and how much extra business or jobs the changes will generate.

It was noted that SNC have a Special Cabinet meeting on Monday 8<sup>th</sup> October at 11.30am to consider 200 plus potential development sites which includes 19 hectares off Rectory Lane. Cllr Leigh reported that this equated to c600 houses and the recommendation for the cabinet is to agree to undertake the forthcoming Greater Norwich Local Plan 'Regulation 18 Consultation on New, revised and Small Sites' and delegate to the Director of Growth and Business Development, in conjunction with the Portfolio Holder for Growth and External Affairs, agreement of the final consultation content. Cllr Leigh reported that Highways are already saying that the roads are solid; there is 24 years housing supply already on the books based on current build rates due to land banking and SNC are ranked seventh highest in England based on current build rates.

Cllr Legg reported that Ben Burgess is looking to relocate to Swainsthorpe and this proposal also includes 25 houses. Concerns were raised about the infrastructure not being in place to support either of these proposals or the proposed development at the north of the village for 180 houses.

**1.2 Public Session**

A member of the public noted that Norwich had recently been named the 3<sup>rd</sup> best place to live in a newspaper.

In response to a question from the public regarding a new telephone mast in the village, Cllr Leigh reported that the company had walked away from talks and it is not clear if this was due to take overs or changes to government subsidies.

Cllr Leigh reported that First Buses have stopped their Sunday service.

In response to a question regarding the new gas Substation, Cllr Leigh reported that there was no update at present.

In response to a question about the bench on the Common destroyed by arson, Cllr Leigh read out an email that he had received from the Hethersett and Mulbarton Beat Manager:

*"I email this evening in relation to investigation number 36/54079/18 – the spate of damage to Mulbarton village on 28<sup>th</sup> to 31<sup>st</sup> August. I was provided with a name of a person that may have been responsible for some or all of the damage that occurred. I have spoken with this male, in company with his father, but he would not admit to causing the damage, or knowing who had committed the damage. I do not have enough evidence to formally interview him about the offences unfortunately.*

*I do not have any further names or lines of enquiry at this time to follow up, so will request that the investigation is closed. Obviously this can be re-opened if any further information does come to light.*

*Please rest assured that myself and other colleagues have been patrolling the area whenever possible, and will continue to do so. I hope that this will help to deter such incidents in the future."*

Cllr Leigh reported that MPC will replace the bench.

A member of the public raised concerns about the junction at the Rosery Lane, as in addition to having to weaving to get in, the road surface is in a poor state and he felt it necessary to raise again. Cllr Legg reported that MPC and he had walked round with the local area engineer from Highways earlier in the year and had discussed at length the junction, with no resolution. During discussion it was highlighted that the road surface is a major concern. It was also noted that the layout was designed by the developer and then approved by Highways; it was discussed that the restrictions do slow down the speed of traffic and that Hopkins Homes have said that they won't put the no HGV sign back up until they are done on the site.

## **2.0 To close the meeting to public participation**

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

## **3.0 To receive and consider apologies for absence**

Apologies were received from Cllr Reeve.

## **4.0 To receive declaration of interest on items on the agenda**

Cllr Banham declared an interest in any matters relating to planning.

## **5.0 To confirm and sign the minutes of the ordinary Parish Council Meeting held on 3<sup>rd</sup> September 2018**

The minutes of the ordinary meeting held on 3<sup>rd</sup> September 2018 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Banham. Cllr Sewell abstained from the vote as he was not at the meeting.

## **6.0 Finance -To receive financial report and approve invoices for payment as per schedule**

A proposed schedule of payments was handed out for approval. Copies of the latest financial summary were also handed out. Following proposal by Cllr Sewell and seconding by Cllr Leek all payments were duly passed. A copy of payments is attached to these minutes.

### **6.1 Approval of quotes for small works around the village**

Cllr Leek proposed that the quote to complete a number of small works around the village, including bark for the play areas and to replace the zip wire matting at the Meadows be accepted at a cost of £499 for the small works, £392 for play bark and £1244 for the matting. This was seconded by Cllr Tucker and unanimously agreed. It was discussed that as the zip wire would need to be fenced off for 3 – 4 weeks to allow the work to be carried out and the grass to take hold. It was questioned as whether sowing grass seed at this time of year was wise. The equipment should be padlocked to prevent use and that the Cllrs agree to set up a rota to check the area and contractors fencing daily during this time.

### **6.2 Approval of quotes for car park by Scout Hut**

Cllr Leigh reported that two quotes had been received for this work: clearing the area of weeds and supply/spreading of gravel.

Following review of the quotes Cllr Leigh proposed that contractor 2 be awarded the work; this was seconded by Cllr Leek and unanimously agreed. The work will be completed in the next two to three weeks.

### **6.3 Approval of cost for contribution towards replacement defibrillator battery**

Following proposal by Cllr Leek and seconding by Cllr Banham it was unanimously agreed to approve a payment of £78.33 towards the new battery.

### **6.4 Approval to replace dog bins destroyed by arson**

Following discussion that included reviewing the location/possible relocation of replacement bins and the type of material that they should be made out of, Cllr Leigh proposed that two metal bins be ordered, this was seconded by Cllr Leek and unanimously agreed.

## **7.0 Update on allotments at Oakley Park and designated authority for legal process**

Cllr Leigh reported that he has emailed Chris Watts regarding the allotment site transfer with regards to the S106 Agreement and that no response to date had been received to earlier correspondence about the water troughs not meeting Anglian Water specifications. Cllr Leigh reported that the new plots are approximately 10m square and the proposal would be to rent them as half plots, there were no objections to this.

Cllr Leigh proposed that he and Cllr Leek be given delegate authority to complete the legal process of transferring the allotments to MPC; this was seconded by Cllr Leek and unanimously agreed.

### **7.1 Update on the Swamp allotments and surveyors report on boundary wall**

Cllr Leigh reported that the surveyors report had not yet been received and review of this would be added to the agenda for the next meeting. It was noted that rubbish was being thrown over the wall and this would not help relations with the neighbour.

### **8.0 To review and approve revised Standing Orders**

Following discussion it was agreed that Cllrs Leigh, Aldous and Sewell would do an initial review and then make recommendations that could then be agreed at a later meeting.

### **9.0 To review and approve retaining table tennis table**

Cllr Leigh reported that he and the Clerk had a meeting with SNC two weeks ago and that they had offered to transfer ownership of the equipment to MPC. Following proposal by Cllr Leigh and seconding by Cllr Leek it was unanimously agreed for MPC to accept responsibility and ownership of the table.

### **10.0 Update on proposal to employ third party security contractor**

Cllr Leigh reported that following the last meeting the list of contractor was reduced to two, one of whom responded to a request for an onsite meeting. As a result of this meeting and a walk round of the area the following were agreed/discussed: the proposed rates included Public Holidays and for seven days a week; there would be two patrols one between 21:00 and 23:30 and the other between 00:00 and 02:00; if anything is seen it will be reported by email to MPC and if there is any serious incident then it will be reported direct to the Police; the contract can be a rolling month by month contract with an option to stop and start as required; a contract could be in place ready for Halloween and 5<sup>th</sup> November.

Cllr Leigh reported that the contractor had made some recommendations during the meeting: revised CCTV signage to be displayed at Skate Park, as well as anti-climb paint on the cables and lamp post, and some tree crowns lifted and scrub cut back on the Common to increase visibility from the road.

Cllr Leigh proposed that a three month trial should be approved, this was seconded by Cllr Banham; the vote was four in favour and two against. As the proposal was carried Cllrs Leigh and Tucker will arrange a follow up meeting with contractor to finalise details of a contract.

### **11.0 Update on Lime Tree Nursery's proposal for the outside area**

Cllr Tucker reported that he and Cllr Reeve had met with the Nursery's manager and deputy to discuss concerns raised about their plans for the outside area and that the Nursery were now aware that future requests relating to the outside area need to be via MPC and not MVHMC. During this meeting the Nursery confirmed that they have spoken to the Gym Club and have revised their plans

to accommodate the Club's outside events. Cllr Tucker reported that the Nursery are looking at options to secure the shed with regards to stopping anyone using it to damage the MUGA fence or to gain access to the area; the use of barbed wire or bird spikes has been ruled out on Police advise however they are researching if anti climb paint is compatible with the shed roofing material. Councillor Leigh pointed out that the new CCTV cable and telemetry box would be vulnerable in the case of arson.

#### **11.1 Request from Lime Tree Nursery to repaint the storage container**

Cllr Tucker reported that the Nursery had requested permission to repaint the container within the garden area with chalk board paint so that it looked better and could then be used by them as an additional outdoor activity. Following proposal by Cllr Tucker and seconding by Cllr Leek it was unanimously agreed to allow the container to be repainted during the October half term.

#### **12.0 Request from the Scouts to site container on land leased to them**

Cllr Leigh reported that the Scouts had requested permission to site a new container on the land that they lease from MPC. The container would be green and sited near to the gate in the fence that borders the walkway between the skate park and Orchard park.

Following proposal by Cllr Leek and seconding by Cllr Sewell, this request was unanimously agreed.

#### **13.0 Planning application: 2018/0872 – presentation for planning meeting**

Cllr Leigh reported that a resident had revised his posters for the opposition of the application and links to the online petition; it is believed the date for the meeting of SNC committee is 7<sup>th</sup> November. Cllr Leigh also reported that he had emails dating back to 2012, when SNC had highlight their previous reasons for refusing an application on this site and nothing has changed since then.

#### **13.1 Planning application: 2018/1829**

Following discussion Cllrs Leigh and Sewell will formulate a response to be returned on behalf of MPC.

#### **13.2 To discuss adoption of a design statement to supplement the Neighbourhood Plan**

Cllr Aldous reported that he had been attending a series of planning workshops run by South Norfolk and Broadland District Councils that are aimed at understanding how to get the best out the planning process. Cllr Aldous outlines three options that MPC may wish to consider:

Option 1: a very simple update to the Neighbourhood Plan. This would ensure that it is not made out of date by other documents issued by other bodies. The update could include a new policy, such as in options 2 or 3. If there is only a small change it may not be necessary to have a re-consultation, the ideal time for this would be in six to nine months.

Option 2: A Village Design statement, intended to preserve the rural character of the country lanes around Mulbarton and stop creepy urbanisation. This would be issued in opposition to the standard requirement of Highways Department for a visibility splay of 90m by 2.4m, which requires the removal of hedges, but does not require any re-planting; the effect of this is to increase local traffic

speed. This option does not have any statutory standing. There are organisations that could support MPC to complete.

Option 3: A “mini green belt” scheme, known as a Local Green Space Designation and would identify particular areas that could possibly be protected from development. An example could be the north end of the Meadows. These schemes are extremely difficult to get through and do require a lot of work but there are organisations that could help.

During discussion it was noted that the Neighbourhood Plan has a shelf life of approximately two years and documents issued by other bodies would supersede it; the Neighbourhood Plan cost c£10,000 - £12,000 and that MPC should look at what grants are available to support further investigation of any of the above options and help weigh up costs against achievability. It was agreed to review this item at the next meeting.

### **13.3 To consider any planning applications**

2018/2055: 8 Pightle Close, NR14 8GJ - proposed front porch. It was unanimously agreed that MPC had no objections.

### **14.0 Correspondence requiring consideration**

- SNC Special Cabinet meeting on 8<sup>th</sup> October: Cllr Leigh reported that as mentioned earlier this meeting is open to the public.
- Letter from NCC regarding deregistering land wrongly registered as common land and any representation should be made in accordance with the terms contained in the notice on their website.
- Letter from Brooke Residents Against Inappropriate Development requesting support against planning application 2018/1780 for 148 houses.
- Email advising that there will two day period of limited night flying at RAF Lakenheath from 1<sup>st</sup> to 3<sup>rd</sup> October.

### **15.0 Sub-committee/liaison officer reports**

Cllr Leigh reported that he had been to a meeting regarding the village’s Centenary Remembrance Day event and that it has now been decided that the parade will go from the School to the Church and back again. MPC has applied for a road closure between 9.30am and 11.45am and all residents along the parade route have been written to. Cllr Leigh asked whether MPC should consider laying its own wreath, it was unanimously agreed that this was a good idea

Cllr Leigh reported that two pickleball courts had been marked out; attendance at present is low but a banner advertising the facility will be collected and displayed during this week.

Cllr Leigh reported that the Football Club’s stand was now up and a drainpipe fitted but there was no soakaway for it to drain into and this raises concerns as it may affect the winter Park run course.

Cllr Leigh reported that the winter Park Run start/finish area was very overgrown and that he would organise a quote to cut back the vegetation.

Cllr Leigh reported that when the car park contractor is on site he will arrange for the youth shelter on Orchard Park to be lifted and moved to the grass area to the left of Blakey's to deter further antisocial behaviour.

Cllr Leigh reported that he would arrange to discuss with the Common owner the possibility of lifting the tree crowns as previously discussed.

### **15.1 Review of outstanding works list**

An update list was handed out for review.

During discussion it was noted that several of the play area action points will be completed by the contractor whose quote was approved earlier in the meeting. It may be possible that the car park contractor will have suitable equipment to pull the concrete roller out of the pit on the Common for disposal.

### **16.0 To receive any items for inclusion on the next agenda**

- Update on the Swamp allotments and surveyors report on boundary wall
- To review and approve revised Standing Orders
- To discuss adoption of a design statement to supplement the Neighbourhood Plan
- Approval of cost for a wreath for Remembrance Day service
- Approval of quote to clear start/finish area of the Park Run winter course on Orchard Park

### **17.0 To adjourn the meeting for the 2<sup>nd</sup> public session**

Cllr Legg reported that the District Councillors still have grant money available and potential applicants should make contact with them. The Scouts have successfully been granted some money.

It was raised that the housing allocation in Cringleford's Neighbourhood Plan was raised by 25% by the developer and approved by SNC but the houses haven't been built as no one wants to build them; so based on current building rates SNC has a 24 year land supply.

Cllr Legg reported that he thought the idea of Mulbarton having a village design statement was a good idea with the view of keeping the place as a village.

It was noted that the village has been a "building site" for the last 18 years and the population has nearly tripled over this time.

There being no further business the meeting closed at 9.15pm.

The next meeting will take place on Monday 5<sup>th</sup> November 2018 at 7.30 pm.

## Payments for September 2018

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102471	Cozens (UK) Ltd	Office electrical work	805.72	161.14	966.86
102472	Cozens (UK) Ltd	CCTV installation	7225.95	1445.19	8671.44
102473	Bartlett Signs	2 x Basketball Boards (*VAT claimed Aug 2018)	124.00	24.80*	148.80
102474	Mulbarton Social Club	Contribution for defib battery	78.33	-	78.33
102476	Jeffry Van Der Hurst	Pickleball coaching x5	300.00	-	300.00
102477	A Phillips	Expenses: road closure, poppy cake deposit, office consumables, shed padlock	171.24	9.07	180.31
102478	A Phillips	Salary	647.17		647.17
102479	HMRC	PAYE	198.07		198.07
102480	Crook Powerwashing	Line marking: 2 x pickleball courts	250.00		250.00
102481	Ribbonsdale Nurseries	Grounds maintenance	1017.49	203.49	1220.98
		<b>Total for month:</b>	<b>10817.97</b>	<b>1843.69</b>	<b>12661.96</b>