

## MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 2<sup>nd</sup> March 2020

Councillors present:-

Adam Banham Gerald Peachey Beverley Leek Steve Sewell Richard Tucker

### **1.0 District and County Councillors' Report**

District Cllr Legg reported that SNC will be putting up council tax by £5.00 on a Band D property, approximately a 3.3% increase. With regards to previously sent emails, Cllr Legg stated that the north end of the Meadows is still included in the GNLP, as are the 320 acres around Paddock Farm, and he felt it was important that MCP comment on the Plan before consultation finishes as the SNC Village Cluster document will be consulted on separately.

Cllr Legg reported that having received a number of complaints about the Humbleyard Practice he had had a meeting with the Chief of the Clinical Commissioning Group to raise these concerns. The Group, which had their own concerns, believed the issue was with the management of the practice and not the doctors. Cllr Legg will meet with them again in a couple of months' time; he did stress that there was no question of Mulbarton Surgery being closed and that there is a huge problem recruiting doctors.

District Colin Foulger stated that further to his report to MPC at last month's meeting the realignment of councillor ward boundaries within Norfolk County Council should hopefully be approved in the next month.

District Cllr Gerry Francis reported that he had spoken to Helen Sibley at SNC regarding MPC's wish to purchase the north end of the Meadow and she has now raised this with a higher authority within SNC. Cllr Francis pointed out that nothing would happen quickly but he would keep MPC informed.

#### **1.1 Public Session**

A resident raised a concern about a hedge opposite the Co-op that was infringing onto the footpath. Cllr Leek reported that another resident had emailed in about the same matter today and that she would look at getting the situation remedied.

A MALGA representative asked when the water would be turned on at the allotments. Cllr Leek reported that this would be completed by the end of the month.

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

Cllr Leek 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 Aldous. Cllr Leigh was not in attendance.

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

Cllr Banham declared an interest in any matters relating to planning and agenda item 8.0.

### **5.0 To confirm and sign the minutes of the Parish Council Meeting held on 3<sup>rd</sup> February 2020**

The minutes of the ordinary meeting held on 3<sup>rd</sup> February 2020 were unanimously agreed as a true record of the meeting and duly signed after being proposed by Cllr Leek and seconded by Cllr Sewell. Cllr Tucker abstained from the vote having not been in attendance at this meeting.

### **5.1 To confirm and sign the minutes of the extraordinary Parish Council Meeting held on 24<sup>th</sup> February 2020**

The minutes of the extraordinary meeting held on 24<sup>th</sup> February 2020 were unanimously agreed as a true record of the meeting and duly signed after being proposed by Cllr Leek and seconded by Cllr Peachey. Cllr Tucker abstained from the vote having not been in attendance at this 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 Banham all payments were duly passed. A copy of the payments is attached to these minutes. It was noted that Cllrs felt that their membership of Norfolk ALC represented good value.

### **6.1 Review of quotes for minor works around the village**

Cllr Leek reported that she had contacted three contractors for quotes to repair the bus shelter opposite the Co-op and as she was still waiting for replies it was agreed to defer this matter to the next meeting.

Cllr Leek reported that she had contacted three contractors for quotes for work on trees in the village; one contractor has replied that they were too busy to quote. As she is still waiting for the other contractors to reply it was agreed to defer this matter to the next meeting.

### **6.2 To discuss framework for a small works contract and review of financial regulations**

A handout containing a summary of the relevant sections of MPC's Standing Orders and financial regulations, in relation to this matter, was handed out as these documents will need to be reviewed/amended to cover the issuing of a small works contract.

It was agreed that all Cllrs should be sent a full copy of the two documents to allow them to review them for the next meeting when the matter will be discussed again.

### **7.0 To discuss progress of request to purchase the North end of the Meadows**

Cllr Leek reported that Cllrs Legg and Francis had already updated MPC in their earlier reports. Following discussion it was noted that until there is a decision on the GNLP there is likely to be little progress on the matter and it was too early to be thinking about engaging a solicitor.

## **8.0 Greater Norwich Local Plan (GNLP) – SNC Village Cluster Document**

### **Cllr Banham left the meeting.**

Cllr Leek read out a brief report from Cllr Aldous regarding GNLP meeting he attended:

*The Norfolk Association of Local Councils (NALC) recently held a meeting at Long Stratton at 6.30 pm on Thursday 19 February.*

*About twenty local councils attended. Mike Burrell from the GNLP team was also available to answer questions from the floor.*

*The chair explained that the meeting would concentrate on climate change issues, and whether or not the GNLP documentation went far enough. Whilst there was some lively discussion on these points, most people did not speak, and there was no evidence of a consensus.*

*The majority of local councillors were hoping for an update on the consultation period for Village Clusters. There was very little new information on this point, other than:*

- *Clusters will be defined by the availability of school places,*
- *The 1,200 new units to be found in the clusters is open to comment through the GNLP procedure.*

Cllr Leek reported that an email had been received today (02.03.20) from SNC reminding recipients that there were less than two weeks until the end of the current GNLP consultation, which is 5pm on 16 March. The email also stated: *the GNLP consultation includes a call for additional small sites. The draft GNLP Strategy defines small sites as a minimum of 12 units (approx. 0.5 hectare) up to 1.0 hectare, which will be allocated to meet the requirements in the 'Village Clusters' element of the GNLP settlement hierarchy. Smaller sites, for fewer than 12 units, can also be considered as changes to the defined Settlement Boundaries, but will not be allocated to meet the minimum numbers in the plan. For Village Clusters in South Norfolk the sites will now be taken forward in a separate South Norfolk Village Clusters Housing Allocations Document.*

Following discussion about there still being large areas around the village being included in the GNLP and that SNC are looking at additional development within their Village Cluster document, Cllr Leek adjourned the meeting to allow Cllr Legg to participate.

### **Meeting adjourned**

Cllr Legg stated that he could understand the confusion and explained that the officials of the Councils involved in the GNLP had drawn up plans for big developments within the suburbs of Norwich as they believe that no one should be using a car; however SNC do not want any more major developments which swamp areas and cause high infrastructure problems but they maintain there is a need for small village developments that can help maintain the vitality of villages and encourage good building design. He pointed out that as well as the 320 acres surrounding Mulbarton there are other large areas still included in the plan such as Hethel which was proposed as a possible new town.

During discussion it was noted that survey work has been carried out on the land adjacent to Rectory Lane during the week, although no one was sure why and the contractors had been unwilling to discuss when questioned.

### **Meeting resumed**

Following discussion it was agreed that MPC would submit a response prior to the consultation deadline.

**Cllr Banham returned to the meeting.**

### **9.0 Wind Farm projects update and to discuss funding for professional fees**

Cllr Leek read out a brief update report from Cllr Aldous:

*Hornsea Three: No further news. A decision is expected sometime in May 2020, and there is still no official comment as to which way the decision will go.*

*Other projects: Hearings are coming up for the Sheringham Shoal and Dudgeon extension projects, also planning to connect in at Swardeston.*

*There is no further news of a date for a decision on Norfolk Vanguard.*

*Further hearings are scheduled for Norfolk Boreas, and the Inspectorate has asked the developer to comment on using an Offshore Ring Main.*

*Offshore Ring Main: No further news on the Offshore Ring Main review. It has now come to light, however, that offshore connection was fully studied and costed some years ago, and has a very significant advantage.*

Following discussion it was unanimously agreed to carry this item forward to the next meeting.

### **10.0 Update on War Memorial proposals**

Cllr Tucker reported that there was no update at present however the next step would be to start looking at designs. During discussion it was noted that the idea of approaching the Norwich School of Arts had previously been mooted but no parameters or constraints had been formally discussed to move this idea forward. Cllr Tucker agreed to have a proposal ready for the next meeting.

### **11.0 Update on Church clock refurbishment and registration of the clock as a War Memorial**

Cllr Leek reported that following last week's extraordinary meeting the following had been received from Rector Miller: *"grateful to the parish council for their diligent attention and willingness to give up another evening for this.*

*I've also asked if we might have some special dispensation to reduce the 28 days public notice period, for which the Chancellor does have some discretion. Hopefully, we'll be able to give the go ahead in good time to meet the VE day deadline"*

Following discussion it was agreed that the Clerk would contact the Rector to see if there is any update on the Diocese decision.

### **12.0 Update on VE Day 75<sup>th</sup> Anniversary celebrations and to agree a budget and car park restrictions**

Cllr Leek handed out a summary of activities that are being planned in the village for Friday 8<sup>th</sup> May and reported that Cllr Peachey would be attending the next planning meeting being held on 9<sup>th</sup> March with her. Following discussion it was unanimously agreed that restrictions should be placed in the car park during the afternoon event to allow safe pedestrian passage around the site. The side section of the car park between the parish office and Blakey's will be closed to vehicles as will the area beyond the village hall main door, although it was noted that organiser cars could be parked here as they will be there for the duration.

Following discussions regarding budget figures for the event, Cllr Leek proposed a budget of £750.00; this was seconded by Cllr Peachey and unanimously agreed.

During a discussion about Covid 19 and the possibility the event may have to be cancelled or postponed and how this may impact financial MCP it was noted that the cake hasn't yet been ordered and though a deposit may be payable a cancellation period could be built into any agreement and with the exception of the Harvest House booking all other consumables would be able to be reused at other events in the proceeding months.

### **13.0 MVHMC meeting dates**

Cllr Leek reported that users and hirers of the village hall had been contacted to encourage them to attend their bi-monthly meetings.

During discussion it was noted that MCP had decided two/three years to stop attending these meetings due to the way the Cllrs representing MCP were treated. Following discussion, and Cllr Sewell offering to attend their next meeting, it was unanimously agreed Cllr Sewell would attend and that prior to this meeting MCP should formally respond to the email and request copies of their last few meeting minutes.

### **14.0 To consider any planning applications**

No applications had been received for consideration.

### **15.0 Correspondence requiring consideration**

- Norfolk County Council consultation document, including the replacement of Ketteringham Recycling Centre with a new site at Harford Park and Ride. The consultation will be running from 17 February – 29 March. More details on noticeboards and website. Following discussion it was agreed that MPC should put a response in raising concerns about the effect on the B1113/A140 junction.

- Resident email raising their concerns about replacement windows at a property on the Common and areas of the Oakley park estate. Cllrs Sewell and Peachey agreed to look at the concerns and report back.

### **16.0 Liaison officer reports**

Cllr Leek reported that following concerns being raised at the last meeting about a tree at the Meadows she has spoken to the resident and would as mentioned in item 6.1 continue to seek a contractor to complete the work.

Cllr Peachey raised that following recent bad weather the shed at the Long Lane site had been blown over and the gates to the gas compound and had also been damaged. He has reported this to Hopkin Home's contractors and the Clerk has raised with Hopkins Home.

### **16.1 Review of outstanding works list**

An update list was handed out for review. It was noted that if a small works contract can be arranged then a number of outstanding items could be completed off the list and until such time MPC are waiting for quotes for the bus shelter. It was noted that the "no HGV" signs have been reinstated at the Oakley Park junction.

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

- Review of quotes for minor works around the village
- To discuss framework for a small works contract and review of financial regulations
- Wind Farm projects update and to discuss funding for professional fees
- War Memorial - design statement proposals

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

A resident asked where the Chairman was. Cllr Leek reported that Cllr Leigh has not been in contact with MPC for several weeks and was unable to add anything else on the subject.

A resident asked about the windfarm public meeting being held at the end of the month at Swardeston. The Clerk advised that she would send the publicity poster to the village website for publication; the poster has been displayed on MCP's website and noticeboards.

A representative from MALGA raised that their organisation would like to work with MCP to look at a risk assessment for the allotment sites and to identify what allotment holders responsibilities are. Cllr Leek agreed that this was something that could be looked at.

A representative from the Mulbarton and District Men's Shed, apologised for their Chairman not being in attendance, and explained that they were continuing in their search for either suitable premises or location to locate premises. It was noted in discussion that the Men's Shed Chairman has previously spoken to MPC about their plans and discussed the information that MPC would need to formally consider a proposal from them to site a container or other building on MPC land.

There being no further business the meeting closed at 8.32pm.

The next meeting will take place on Monday 6<sup>th</sup> April 2020 at 7.30pm.

## Payments for February 2020

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102641	APC Pest Control	Quarterly invoice	120.00	24.00	144.00
102642	Norfolk ALC	Law & Good Practice of Local Council Meeting Training and Data Protection Essentials Training	90.00	18.00	108.00
102643	A Phillips	Expenses	34.11	2.75	36.86
102644	A Phillips	Salary	671.26		671.26
102645	HMRC	PAYE	208.42		208.42
		<b>Total for month:</b>	<b>1123.79</b>	<b>44.75</b>	<b>1168.54</b>