

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held remotely at

7.30pm on Monday 3rd August 2020

Councillors present via remote videoing platform:-

Adam Banham Gerald Peachey Beverley Leek Steve Sewell Richard Tucker Derek Aldous

Also in attendance were three District Councillors and five members of the public.

1.0 District and County Councillors' Report

Following an explanation that the meeting is being held remotely as permitted under The Local Authorities (Coronavirus)(Flexibility of Local Authority Meetings) (England) Regulations 2020 which came into force on 4th April 2020 and allows local authorities to conduct meetings remotely, Cllr Leek reported that County Cllr Foulger had sent his apologies for being absent and that having looked at the agenda he had stated there was nothing for him to report to the councillors since the last 'real live' PC meeting.

District Cllr Legg stated that he had previously sent his report into MPC, however there were a couple of other points he wished to mention: he has no update on the proposed village clusters, under the proposed development plan, although he has been informed that SNC officials are on track to complete their assessment of 350 sites put forward and thought that it would be the autumn before more was known.

Cllr Legg went on to discuss windfarms and stated that MPC and residents would have received some consultation information from Equinor and although much is unknown about what they are proposing to do although they have produced a map of possible sites for a substation, which covers most of Swardeston, East Carlton and bits of Mulbarton. Cllr Legg reported that he had been advised by Stoke Holy Cross Parish Council that they would be interested in joining forces with MPC with regards to any representation that may be made about the siting of a substation. Cllr Legg finished his report stating that not a lot was happening at SNC as the offices were closed, although they are starting to complete risk assessments as to how they may re-open.

Cllr Leek thanked District Cllr Clifford-Jackson for the report that she had sent in earlier. Cllr Clifford-Jackson went on to report that things were changing on a daily basis but wanted to do a quick rundown of what had been happening since the last meeting; she reported that due to the efforts within Mulbarton there had been numerous nominations for SNC's community heroes; SNC are putting meeting recordings onto YouTube, with one planning meeting being viewed by over 100 people.

Cllr Clifford-Jackson stated that she has responded to three issues locally: she has supported the alcohol licensing application on Minnow Way, having been to see and check the location she stated that it was absolutely safe and was impressed with the measures being taken. She stated that the alterations planned for the Old Hall were totally justified but she has objected to the variations of the hours of the take away as she felt it wasn't appropriate for Mulbarton.

Cllr Clifford-Jackson stated that SNC have formed a new committee to look at raising income in light of recent losses from leisure centres and parking; they are also looking at a new policy with regards to compliance of planning consent. Endorsing Cllr Legg's comments on Equinor she thought it would be good for local councils to get together and to include Cringleford/Keswick.

District Council Francis reported that he hadn't too much to add after Cllr Legg and Cllr Clifford-Jacksons reports. He stated he will shortly be attending meetings about the proposed changes at Thickthorn and also one to discuss waste collections and the possible "merger" with Broadland DC; he finished off by saying that not much was happening at SNC at present.

1.1 Public Session

Cllr Clifford-Jackson stated that she wished to disagree with Cllr Francis and that the Council had been really busy with none stop meetings. She also wished to raise she had been informed that children from Mulbarton School would be going to Hewett rather than Hethersett in the future and as result she has emailed the Cllr responsible for education at NCC to check on this and will update when she knows more.

Cllr Legg reported that relating to the schools, this was raised last year and as the schools are academies they can do what they want and that the Education people are relatively powerless to decide or direct where children are going. Last year all the children were accommodated at Hethersett and that he foresees this being an ongoing problem and anything that can be done to resolve this is good.

A member of the public raised that many of the trees planted last November by the surgery car park have died due to not being watered and asked if it was possibly to repeat the exercise this year but with volunteers in place to water them for the first few months after planting.

Councillors acknowledged that this was something that had been discussed recently and no, the trees hadn't been watered. It was agreed that MPC would like to replace the trees and maybe should seek more advice before doing so.

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

Cllr Leek reported that no apologies had been received and asked for the minutes to show that 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.

Cllr Peachey declared an interested with regards to the licensing application to be discussed under correspondence.

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 2nd March 2020

The minutes of the ordinary meeting held on 2nd March 2020 were unanimously agreed as a true record of the meeting after being proposed by Cllr Banham and seconded by Cllr Peachey. As this is a virtual meeting arrangements would be made for the Chairman to sign the minutes at a later date.

5.1 To confirm and sign the minutes of the extraordinary Parish Council Meeting held on 22nd June 2020

The minutes of the extraordinary meeting held on 22 June 2020 were unanimously agreed as a true record of the meeting after being proposed by Cllr Tucker and seconded by Cllr Sewell. As this is a virtual meeting arrangements would be made for the Chairman to sign the minutes at a later date.

6.0 To retrospectively approve invoices for payments as per March's payment schedule

Following proposal by Cllr Banham and seconded by Cllr Peachey all payments were approved.

A copy of the payments is attached to these minutes.

6.1 To retrospectively approve invoices for payments as per April's payment schedule

Following proposal by Cllr Tucker and seconded by Cllr Sewell all payments were approved.

A copy of the payments is attached to these minutes.

6.2 To retrospectively approve invoices for payments as per May's payment schedule

Following proposal by Cllr Banham and seconded by Cllr Peachey all payments were approved.

A copy of the payments is attached to these minutes.

6.3 To retrospectively approve invoices for payments as per June's payment schedule

Following proposal by Cllr Tucker and seconded by Cllr Banham all payments were approved.

A copy of the payments is attached to these minutes.

6.4 To receive financial report and approve invoices for payments as per schedule for July

A proposed schedule of payments and the latest financial summary were reviewed. Following proposal by Cllr Peachey and seconding by Cllr Tucker all payments were duly passed. A copy of the payments is attached to these minutes.

7.0 To review quotes and appoint a contractor to repair the roof on the bus shelter on Cuckoofield Lane

Following review of the quotes, Cllr Leek proposed that Contractor 2 be appointed to complete the work; this was seconded by Cllr Aldous and unanimously agreed.

8.0 Update on allotment transfer

Cllr Leek thanked Cllrs Tucker and Sewell for meeting Hopkins Homes at the new allotments sites.

Cllr Tucker reported that following their meeting the water meters have now been installed; the central path on the second site is still outstanding, Hopkins are aware of this; the sheds are up but the plans originally provided are not accurate in that the water meters are not as shown and the car park on the second site is in the wrong place. Cllr Tucker stated that the solicitors had advised that a locum was working their way towards MPC's file, which is currently dormant, and that SNC are happy to sign off the S106 in regards to the allotments.

During discussion it was noted that accurate drawings of the sites would assist with future plans of the sites including the possibility of a community orchard on the left of the second site.

Cllr Sewell noted that padlocks were needed to secure the water supply/tanks and he would source these.

9.0 To retrospectively approve appointment of annual play inspection contractor

Following proposal by Cllr Leek and seconding by Cllr Peachey the retrospective appointment of the contract for the annual play inspection was unanimously agreed.

9.1 To review the annual play area inspection report and plan any necessary action points

Cllr Leek requested that this item be discussed as part of the next agenda item; there were no objections to this.

10.0 To discuss options of a working group to complete items on outstanding works list

Following discussion, Cllr Banham proposed that a working group meets monthly to complete work scopes and request quotes to complete items that are on the outstanding works list. Quotes received would then be reviewed at the next MPC meeting. This was seconded by Cllr Leek and unanimously agreed. It was agreed that the first working group would be Tuesday 11th August and would include Cllrs Banham, Sewell and Peachey. It was also agreed that a list of approved contractors would be held.

11.0 To review work scope for additional grounds maintenance work for 2020 and inclusion into 2021 contract

Cllr Leek requested that this item be discussed at the first meeting of the working group; there were no objections to this.

12.0 To consider request from Scouts to use Orchard Park for their annual fireworks display and bonfire on Saturday 7th November

Following discussion, during which it was noted that the request acknowledged that the event may not happen due to current restrictions, Cllr Leek proposed that permission be given, this was seconded by Cllr Peachey and unanimously agreed.

13.0 To review and approve the insurance asset register

During discussion it was noted that the two new allotment sites sheds, fences and gates need to be added, Cllr Tucker will liaise with the Clerk to add these items. Following proposal by Cllr Leek to approve the insurance asset register, with the before mentioned additions, and seconding by Cllr Banham this was unanimously agreed.

14.0 To consider request from Rev. Miller and PCC for financial support to replace a stile with a kissing gate

Following discussion it was raised that the original funding offer dated back to 2015 and prior to the recent controversial stile replacement. It was also noted that if both stiles were replaced as discussed and the PCC upgraded the path through the church yard, as covered in their email, this could open up access for site GNLP 0496, which is understood to still be on the GNLP/Village Cluster sites for consideration for development.

It was unanimously agreed by MPC that the request would need to be via a grant application and further discussion and consideration would be needed pending concerns raised about sites included in the Village Cluster document due for release in the autumn.

15.0 Update on wind farm proposals

It was reported that there are now four wind farm projects – Norfolk Vanguard, Norfolk Boreas, Hornsea Three and Dudgeon & Sheringham Shoal Extensions (known as DEP & SEP). If they all go ahead as proposed, the cables will cross over in North Norfolk and two of the projects, Hornsea Three and DEP & SEP, would build substations in the area of Swardston, Mulbarton and Stoke Holy Cross. Norfolk Vanguard and Hornsea Three were both recommended for refusal.

On 1st July 2020 the government announced the approval of Norfolk Vanguard, and its intention to approve Hornsea Three on 31st December 2020. Since the announcements, an appeal against the Norfolk Vanguard decision has been started by communities in North Norfolk. There is an opportunity for Mulbarton Parish Council to make a financial contribution to costs. This would probably require an extraordinary meeting and a special resolution under Section 137. Alternatively, residents in Mulbarton may wish to get involved as private individuals.

15.1 MPC response to Sheringham and Dudgeon Extensions Project community consultation

It was noted that the Sheringham and Dudgeon consultation has only just started and MPC has submitted their first response which was a compendium of the submissions to all the other projects.

16.0 To consider any planning applications:

- 2020/1248: The Old Hall, The Common, NR14 8JS – Listed building consent. It was unanimously agreed that MPC had no objections to this application.

- 2020/1262: Unit 2, The Common, NR14 8AE – removal/variation of condition (S73). It was unanimously agreed that MPC had no objections to this application and that neighbouring properties have a right to submit their own comments if necessary.

17.0 Correspondence requiring consideration

Cllrs Banham and Peachey did not participate in the below matter for discussion.

- New Premises Application – The Norfolk Spirit Company, 46 Minnow Way, NR14 8FP. Following discussions it was unanimously agreed by the 4 remaining Cllrs that the previously circulated draft letter to SNC Planning Department and the draft consultation response, opposing the premise licence application, would be edited and recirculated for Cllrs to approve before sending.

18. Liaison officer reports

No Cllrs felt that any further updates/reports were needed.

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

- GNLP – Village Cluster Document

20.0 To adjourn the meeting for the 2nd public session

In response to a question about the Church Clock, Cllr Leek explained that it had been removed for refurbishment.

A member of the public wished to complement the grounds maintenance contractor for their work on the Common this year and commented that the paths had been especially well maintained and the area was looking very good.

A member of the public asked if parents concerns about children going to the Hewett School had been raised by Mulbarton School's Head Teacher or Governors with the Local Authority. District Cllr Clifford-Jackson stated that to her knowledge they had not. The member of public confirmed that Hethersett and Hewetts Schools were part of the same trust but parental choice is still key and if the parent voice wishes to be mobilised then she would be happy to support.

District Cllr Clifford-Jackson reported that she was on the PCC and as Rev. Miller was currently absent from work there may be a delay in any grant application being submitted by the PCC.

District Cllr Clifford-Jackson reported, in regards to the licence application on Minnow Way, that she had visited the site and spoken to the applicant, who is a pilot and his wife a principal of a school, so is aware of children safety. She thought the premises were secure and that the Police had considered them secure; they will not be storing much on site and this is stepping stone/interim site until he can afford a proper storage unit. Cllr Clifford-Jackson wanted to reassure people that she felt it was quite safe and she was assured by what she had been told but also understood the concerns raised by MPC.

District Cllr Legg, in regards to 46 Minnow Way, reported that he had seen the open garage with a lot of stacked up boxes. Cllr Legg raised that he was unhappy that decisions were being made by SNC officials without them doing a site visit and that this is also being seen with regards to planning enforcement. He stated that SNC officials are expecting other people, such as himself or MPC to provide any evidence and questioned why they were asking other bodies to do their work for them.

District Cllr Legg reported that modern estates are designed to limit the use of cars and traffic and that's why the roads are so bendy and narrow and parking is limited.

A representative from the Scouts wished to thank MPC for their support of their Bonfire event, although at present they are not sure whether it will be able to go ahead. He also wished to report that the Scouts have been doing some work on the clearing the ditches at the back of their site and cutting hedges and realigning fences.

There being no further business the meeting closed at 20.49pm.

The next meeting will take place on Monday 7th September at 7.30pm.

Payments for March 2020

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102646	Smith of Derby	Deposit for clock restoration	2067.00	413.40	2480.40
The above payment was approved at the extraordinary meeting held on 24.02.20.					
102648	Iceni Trading as: NTS Partnership	Maintenance of Jubilee gardens completed 03.03.20	65.00		65.00
102649	D Aldous	Expenses	13.90		13.90
102650	Printerland.co.uk	Printer toners	280.32	56.06	336.38
022051	Norfolk Association of Local Councils	Annual subscriptions	576.36		576.36
022052	A Phillips	Expenses	16.65	2.84	19.49
022053	A Phillips	Salary	632.37		632.37
022054	HMRC	PAYE	182.54		182.54
022055	MVHMC	Room Hire – Jan/Feb/Mar	45.00		45.00
		Total for month:	3879.14	472.30	4351.44

102647 – Replaced cancelled chq 102642 payable to Norfolk ALC

Payments for April 2020

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
022056	Iceni T/A NTS Partnership	Jubilee Garden Maintenance	65.00		65.00
022057	Ribbonsdale Nurseries	Grounds Maintenance	1078.57	215.60	1294.17
022058	A Phillips	Salary	561.60		561.60
022059	HMRC	PAYE	140.40		140.40
		Total for month:	1845.57	215.60	2061.17

Payments for May 2020

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
022060	APC Pest Control Ltd	Quarterly invoice for pest control	120.00	24.00	144.00
022061	Ribbonsdale Nurseries	Grounds Maintenance	1078.57	215.60	1294.17
022062	A Phillips	Expenses	29.29	2.73	32.02
022063	A Phillips	Salary	602.28		602.28
022064	HMRC	PAYE	153.25		153.25
		Total for month:	1983.39	242.33	2225.72

Payments for June 2020

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
022065	Iceni T/A NTS partnership	Jubilee Gardens maintenance Invoice: 31.05.20: £65.00 Invoice 25.06.20: £65.00	130.00		130.00
022066	DJ Ireland Groundsworks & Paving Services	Play bark	472.00	94.40	566.40
022067	B Leek	Expenses	74.27	13.45	87.72
022068	HMRC	PAYE	158.83		158.83
022069	A Phillips	Salary	614.69		614.69
022070	A Phillips	Expenses	52.70	2.93	55.63
022071	Ribbonsdale Nurseries	Grounds Maintenance	1078.57	215.60	1294.17
		Total for month:	2581.06	326.38	2907.44

Payments for July 2020

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
022072	Supplies for Schools Ltd T/A 9 to 5 Supplies	Cable ties & office consumables	68.91	13.78	82.69
022073	David Bracey	Annual play inspection	180.00	36.00	216.00
022074	NTS Partnership T/A Icen	Jubilee Gardens maintenance	65.00		65.00
022075	Crook Powerwashing	MUGA annual maintenance	300.00		300.00
022076	HMRC	PAYE	192.01		192.01
022077	A Phillips	Salary	671.48		671.48
022078	A Phillips	Expenses	13.04	2.51	15.55
022079	Ribbonsdale Nurseries	Grounds Maintenance	1078.57	215.60	1294.17
		Total for month:	2569.01	267.89	2836.90