

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held remotely at

7.30pm on Monday 12 April 2021

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, a County Councillor and 6 members of the public.

1.0 District and County Councillors' Report

Following an explanation that the meeting was 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 welcomed those present to the meeting and stated that the meeting would commence after a one minute silence in remembrance of the Duke of Edinburgh.

District Cllr Legg stated that he had nothing to add to his report.

District Cllr Clifford-Jackson stated that she wished to highlight from her report that SNC's Community Action Fund was now open for applications.

District Cllr Francis stated that further to his report not much was happening and there was nothing more to add.

County Councillor Colin Foulger reported that he is not standing again as a County Councillor but had enjoyed the last eight years working with MPC.

1.1 Public Session

No members of the public wished to speak at this time.

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

All Councillors were in attendance.

4.0 To receive declaration of interest on items on the agenda

Cllr Peachey declared an interest in matters relating to items 6.5, 7.1 and 18 – 2021/0453

Cllr Reeve declared an interest in matters relating to item 18 – 2021/0673

Cllr Banham declared an interest in matters relating to items 17, 18.0 and 18.1.

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 1st March 2021

The minutes of the ordinary meeting held on 1st March 2021 were unanimously agreed as a true record of the meeting after being proposed by Cllr Sewell and seconded by Cllr Banham. As this is a virtual meeting arrangements would be made for the Chairman to sign the minutes at a later date.

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

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

6.1 Appointment of internal auditor for the 2020/21 Annual Governance and Accountability Return (AGAR)

Following proposal by Cllr Leek and seconding by Cllr Reeve it was unanimously agreed to ask Ms Jowett to complete the internal audit.

6.2 To review quotes and appoint contractor for the bus shelter repairs and maintenance

Cllr Leek reported that four contractors had been asked to provide quotes against the new work scope. Following discussions, Cllr Sewell proposed that Contractor 1 be awarded the contract; this was seconded by Cllr Peachey and unanimously agreed.

6.3 To review quotes and appoint contractor for repairs to the play equipment on the Common

Cllr Banham reported that six contractors had been asked to provide quotes against the work scope. Following discussions, Cllr Banham proposed that Contractor 4 be awarded the contract; this was seconded by Cllr Tucker and unanimously agreed.

6.4 To review quotes and appoint contractor to repair the Puddleducks gate lock

Cllr Peachey reported that four locksmiths had been contacted to give guidance and quotes to repair the lock and following two onsite meetings with locksmiths he is now waiting for Puddleducks to return from their Easter break so that a fabricator can complete an on-site visit; following which a revised work scope can be prepared to go out for quotes.

6.5 Grant request from the Community Choir

Following discussions Cllr Leek proposed that a grant of £120, to pay for a Zoom license, be awarded to the Mulbarton Community Choir. This was seconded by Cllr Reeve and with the exception of Cllr Peachey, who had declared an interest and did not take part in discussions, this proposal was unanimously agreed.

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

Cllr Banham reported that the next outstanding works working group would be held on 20th April and they had four items to discuss: two suggested allotment work scopes, a work scope for land at Primrose Close/Wild Radish Close and to look at tree management on Orchard Park.

Cllr Sewell reported that the bench contractor is still waiting for the Common to dry out before installing the new bench; the delay has been due to concerns about taking a tractor bearing the weight of the bench onto a water logged Common.

7.1 Request from MALGA to move the gate at the Swamp allotments

Following discussions Cllr Leek proposed that this request be approved in principle to enable a work scope and costings to be obtained and with the exception of Cllr Peachey, who had declared an interest and did not take part in discussions, this proposal was unanimously agreed.

7.2 To discuss the provision of a pump track in the village as a community facility

In response to an urgent meeting of the Mulbarton Common steering group to discuss a breach of the bye-laws at Mary & Billy Grimm's pits MPC have been looking at the feasibility of installing a pump track on land owned by MPC. Initial costings for an "off the shelf" package are from £15,000 to £40,000. A fully featured installation with lower ongoing maintenance cost could be at the higher end of the range. Following discussions it was unanimously agreed to move the project to the next phase of consultation, scoping and funding options.

8.0 Review and update of the Council's grant awarding policy

Following review and discussion of the proposed changes it was agreed that further changes were needed in relation to other sources of funding an applicant had also applied for. It was unanimously agreed to make the changes and approve these at the next meeting.

8.1 Annual review of the Council's major documentation

Cllr Leek reported that it is a statutory requirement to annually review the Parish Council's policies and documents which all Councillors have been provided a list of. Councillors have also been provided with copies of the individual policies.

Cllr Leek proposed that that all MPC's major documents are formally accepted as they currently stand and should it be necessary to review or update any individual policy or document during the year then this can be completed using the current process. This was seconded by Cllr Tucker and unanimously agreed.

9.0 Update on preparing for the return of face to face meetings after 7th May 2021

Following discussions and noting that The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Meetings) (England and Wales) Regulations 2020 do not apply after 7 May 2021; Cllr Peachey proposed that the Annual Parish Meeting, the Annual Council Meeting and May's Ordinary Council Meeting be held on Tuesday 4th May via Zoom. This was seconded by Cllr Sewell and unanimously agreed.

10.0 To discuss arrangements for meeting with SNC's Director of Place

Following discussions Cllrs Aldous, Peachey, Sewell and Tucker agreed to participate in a daytime remote meeting. The Clerk will arrange a date and advise.

11.0 Update from working group meeting with the Football Club

Cllr Leek reported that the working group have a meeting on 27th April with the Football Club and the FA to discuss their proposals and that the working group would report back at the next meeting.

11.1 To discuss request from the Football Club to host a Festival in 2021

Following discussions Cllr Reeve proposed that the Football Club be given permission to host a festival on Mulberry Park, subject to a number of conditions as set out in the supporting paperwork and further discussed; this was seconded by Cllr Sewell and unanimously agreed.

12.0 To discuss request from Blakey's Bus to site additional tables outside

Following discussions Cllr Peachey proposed that Blakey's Bus be allowed to site additional tables as per the submitted plan, in the area around the bus; this was seconded by Cllr Leek 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

Following discussions of IHCS's proposal to look at the Long Lane allotments as an alternative site for the gas governor it was unanimously agreed that in principle this site should be favoured over the original Village Hall proposal and IHCS should be notified of this decision so that new plans and terms can be discussed.

14.0 Update on renewal of EE & Three mast agreement

Cllr Leek reported that no updates have been received from Strutt & Parker or Dalcour Maclaren Ltd.

15.0 Update on wind farm proposals

Cllr. Aldous provided a detailed report on recent developments. The consent for Norfolk Vanguard had been quashed by the High Court in February, and the decision for Norfolk Boreas, due on 12th April, was now delayed. Two closely related inquiries in Suffolk were also delayed by three months. Alternative proposals had been sent in to the government's urgent review, and were being looked at by a government minister. Equinor were proposing to hold an informal consultation shortly.

16.0 Update on Solar Farms

Cllr Peachey reported that MPC has submitted returns with regards to the Environmental Impact Assessment – Scoping Opinion at Bloy’s Grove and the planning application for the site at Bracon Ash. Both returns raised concerns about traffic routes and the cumulative impact of proposed developments within the area.

17.0 GNLP SNC village cluster document

Cllr Leek reported that SNC’s village cluster document is still not available and the item would be carried forward to the next meeting.

18.0 To consider planning applications received

- 2021/0673: 3 Lakes Avenue – Single storey rear extension to dwelling. Following discussions Cllrs Peachey & Sewell stated that they would have a look at the property and the proposals and report back to all Councillors; it was noted that neighbouring properties have a right to submit their own comments if necessary.
- 2021 / 0380: 25 Woodyard Close – erection of two storey side extension and single storey rear extension. Following discussions it was noted that this was a large extension that may set a precedent in the area for other applications; it was noted that neighbouring properties have a right to submit their own comments if necessary.
- 2021/0453: 53 Gudgeon Road – extension of garden fence with gate. Following discussions it was noted the front gardens of the properties in this area are in the main 'open plan' and the repositioning of this fence will alter the look of the area and may set a precedent; the repositioning of the fence may restrict the views from the neighbouring properties.

18.1 Long Stratton Neighbourhood Plan - South Norfolk Council consultation (Reg. 16)

Following discussion it was unanimously agreed that MPC would not submit any consultation response.

19.0 Correspondence requiring consideration

- Email from resident re Clerk not being furloughed and dog/waste bin collections: It was noted by the Cllrs that the bins owned by MPC are emptied twice weekly at a cost of £2078 per annum. It was reported that Swardeston Parish Council’s income is considerably smaller than Mulbarton’s and thus the comparison is not justified; as a local authority MPC had statutory requirements to meet even though meetings were not taking place and as the Proper Officer and RFO of the Council the Clerk was required to work.
- Email regarding the condition of the common land by the Village Pond: it was noted that this matter is on the draft agenda for the next Mulbarton Common steering group and could be included in a future work scope, however this inclusion does not commit MPC to completing or funding any work.

20.0 Liaison officer reports

An urgent meeting of the steering group had been called by SNC on 22nd March to discuss a breach of the bye-laws. SNC had inspected the site and removed equipment, and placed an advertisement on social media for the weekend of 29th March. The meeting noted that Mulbarton is no longer a Park Run location, and that SNC were looking into other sites that Park Run Ltd could use. A regular meeting of the Steering Group is due to take place remotely during May.

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

- To review quotes and appoint contractor to repair the Puddleducks gate lock
- Review and update of the Council's grant awarding policy
- Update from working group meeting with the Football Club

22.0 To adjourn the meeting for the 2nd public session

A resident raised a concern regarding safety of installing a pump track on the north end of the Meadows due to youngsters using the busy B1113 to access.

Cllr Legg reported that he had been contacted regarding the path between the village hall and Church. It was confirmed that this matter is on the draft agenda for the next Mulbarton Common steering group meeting.

In response to a question about the May meeting, it was confirmed that the Annual Parish Meeting, the Annual Council Meeting and the Ordinary Parish Council Meeting will all take place on Tuesday 4th May via Zoom and starting at 7pm.

Following a concern raised about Bracon Lodge, Bracon Ash and the proposed change of use, Cllrs Legg and Clifford-Jackson confirmed that SNC officers and themselves were monitoring the situation and at present there were no infringements that would allow enforcement action to be taken.

There being no further business the meeting closed at 9.20pm.

The next meeting will take place on Tuesday 4th May following the Annual Parish Meeting (which will start at 7pm) and the Annual Council Meeting.

Payments for March 2021

| Cheque Number | Recipient | Details | Net total | Vat | Amount £'s |
|---------------|--|--|----------------|---------------|----------------|
| 102708 | Norfolk Association of Local Councils | Annual Subscriptions | 576.36 | | 576.36 |
| 102709 | DJ Ireland Groundworks & Paving Services | Maintenance on Common – pedestrian access & removal of old goal post | 560.00 | 112.00 | 672.00 |
| 102710 | A Phillips | Expenses | 25.74 | 4.37 | 30.11 |
| 102711 | A Phillips | Salary | 838.77 | | 838.77 |
| 102712 | HMRC | PAYE | 304.68 | | 304.68 |
| 102713 | Eastern Countryside Services | Pollard Ash tree at Meadows | 280.00 | | 280.00 |
| | | | | | |
| | | Total for month: | 2585.55 | 116.37 | 2701.92 |

APRIL Payment

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|--------|--------------------|---|---------|--|---------|
| 102714 | Crook Powerwashing | MUGA annual maintenance & scheduled repairs | 1050.00 | | 1050.00 |
|--------|--------------------|---|---------|--|---------|