

## MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on

7.30pm on Monday 6<sup>th</sup> December 2021

The meeting began after a short presentation by Deputy Lieutenant Dr. Marian Prinsley, on behalf of the Lord-Lieutenant of Norfolk, of a plaque to commemorate the community's resilience in the year of the pandemic 2020-2021.

Councillors present: Derek Aldous, Adam Banham, Beverley Leek, Gerald Peachey, Emma Reeve, Steve Sewell and Richard Tucker.

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

A report from District Councillor Clifford-Jackson was received and noted. District Councillors Legg and Francis advised that they were attending a SNC meeting but may be in attendance later in the meeting.

Apologies were received in advance from County Councillor Daniel Elmer.

### **1.1 Public Session**

A member of the public read a prepared statement about affordable housing.

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

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

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

All councillors were in attendance.

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

Cllr Banham declared an interest in matters relating to items 8, 15 & 18.

Cllr Peachey declared an interest in matters relating to item 9.

Cllr Sewell declared an interest in matters relating to item 8.

It was agreed that Cllr Banham would leave the room during discussion of items 8, 15, 16, 17 and 18.

### **5.0 To confirm and sign the minutes of the Ordinary Parish Council meeting held on 1<sup>st</sup> November 2021**

The minutes of the Ordinary Parish Council meeting held on 1<sup>st</sup> November 2021 were unanimously agreed by those Councillors that had been in attendance at the meeting as a true record of the meeting after being proposed by Cllr Leek and seconded by Cllr Tucker. Cllr Banham did not attend the meeting and abstained.

### **6.0 To receive financial report and approve invoices for payments as per schedule for November**

The financial report including the budget tracking report was noted. Following proposal by Cllr Peachey and seconding by Cllr Leek all payments for November were unanimously approved. A copy of the payments is attached to these minutes.

### **6.1 To review draft budget for 2022/23 and precept return**

The draft budget for 2022/23 was received and noted. It was agreed that the budget would be considered for approval at the Parish Council meeting in January 2022 prior to the setting of the precept.

### **6.2 To review quotes and approve contractor for repair and maintenance of car park barriers**

Following review of the work scope and quotes, Cllr Aldous proposed that Contractor 2 be awarded the contract. This was seconded by Cllr Leek and unanimously agreed.

### **6.3 To review quotes and approve contractor/s for repair of Meadows play equipment and installation of safety surfaces**

Following discussions of the two quotes received it was unanimously agreed to request Contractor 4 to confirm the price for completing only the cable way and other works; and for Contractor 6 to requote for surfacing works minus the play tunnel, and to confirm what material will be used to edge the new surface.

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

A summary of the recent outstanding works working group meeting was received and noted. The next working group meeting is planned for Tuesday 14<sup>th</sup> December 2021.

### **7.1 Review of pro forma for requests to use MPC land**

Following discussion, Cllr Reeve proposed that the pro forma be trialled for one year. This was seconded by Cllr Sewell and unanimously agreed.

### **8.0 Neighbourhood Plan Review working group update and consideration of actions required**

Cllr Banham left the meeting before discussion of this item.

Cllr Sewell introduced a scope of work from a planning consultant outlining options available to MPC. During discussion it was noted that the Neighbourhood Plan is over five years old and any review needs to consider the GNLP and the potential outcome of the Planning Reforms Bill 2021. Following discussion it was agreed that a decision would be made at the January meeting in regards to commencing 'Stage 1: Determining the scope of review', as outlined by the consultants. It was noted that services provided by planning consultants are exempt from the standard MPC contract procedure of obtaining three competitive quotes.

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

### **9.0 Review of safety at Long Lane/The Rosery junction**

Following discussion of Norfolk County Council's response to a resident about the two junctions at this location, Cllr Peachey proposed that MPC send a letter to NCC Highways outlining a recommendation to improve safety at the junctions. This was seconded by Cllr Sewell and unanimously agreed.

It was also noted that the outstanding works working group would look to clarify whether MPC has any powers to make improvements to the public highway within the parish in agreement with NCC Highways.

### **10.0 Request from the Football Club to host a Festival on Mulberry Park – 3<sup>rd</sup> & 4<sup>th</sup> June: 11.00am – 11.00pm**

During discussion it was noted that the event would take place on Friday and Saturday. Following proposal by Cllr Sewell and seconding by Cllr Peachey it was unanimously agreed to approve the request. It was noted that copies of the risk assessment and public liability insurance need to be provided to MPC by the Football Club once they are available.

### **11.0 Transfer of allotment land and request from Cadent Gas to install a gas governor**

It was noted that MPC's solicitors advised on 10.11.21 that they had received updated plans from Birketts for the transfer of the allotments and there were no decision or actions required by MPC at this meeting.

### **12.0 Renewal of bus café lease**

Cllr Aldous proposed that MPC consider excluding the public and press for this agenda item because their presence would be prejudicial to the public interest due to the confidential nature of the matter in hand, and in accordance with Public Bodies (Admissions to Meetings) Act 1960 s1(2), and that MPC should discuss and consider Agenda Item 12 at the end of the meeting so as to minimise disruption and movement in line with the covid risk assessment. This was seconded by Cllr Reeve and unanimously agreed.

### **13.0 Renewal of EE & Three mast agreement**

It was noted that MPC's land agents advised on 04.11.21 that they are currently in negotiation with EE's agents and no decision or action was required by MPC at this meeting.

### **14.0 To agree date for the 2022 Annual Parish Meeting and the Annual Council Meeting**

Following discussion Cllr Tucker proposed that the Annual Parish Meeting and Annual Council Meeting for 2022 would be held on Monday 9<sup>th</sup> May at 7pm and followed by an ordinary meeting of the Parish Council. This was seconded by Cllr Leek and unanimously agreed.

### **15.0 Update on wind farms**

Cllr Banham left the meeting before discussion of this item.

Cllr Aldous provided a report on recent developments affecting the local area including Hornsea Three and the latest information for the Dudgeon and Sheringham Shoal Extensions. This did not include the effect of solar farm proposals in the area. Legal advice had been received by the Council prior to the meeting.

Cllr Aldous proposed that MPC consider excluding the public and press for the remainder of this agenda item as their presence would be prejudicial to the public interest due to the confidential nature of the matter in hand, and in accordance with Public Bodies (Admissions to Meetings) Act 1960 s1(2), and that MPC should consider the remainder of Agenda Item 15 at the end of the meeting so as to minimise disruption and movement in line with the covid risk assessment. This was seconded by Cllr Leek and unanimously agreed.

### **16.0 Update of solar farms**

It was noted that the Bracon Ash proposal is on its third scoping report as the cumulative effect of other solar farms in the area had not been taken into consideration in the previous submissions. The site of the solar farm proposed by EDFR at Brick Kiln Lane would be approximately the size of the residential area of Mulbarton. Following community consultation the proposed access route for construction traffic has been changed to avoid passing through the Mulbarton Conservation Area.

### **16.1 To consider response to application 2021/2495**

Following discussion Cllr Sewell proposed that delegated authority be given to the Clerk in conjunction with the Chairman and Cllr Peachey to finalise the draft response to this planning application, and to submit the response prior to the closing date for comments. This was seconded by Cllr Tucker and unanimously agreed.

### **17.0 To consider planning applications received**

Cllr Sewell gave a summary of planning applications that have recently been received and commented upon including 2021/2312 Mulbarton Telephone Exchange, and 2021/2287 Richmond Lodge.

Following discussion it was agreed that MPC should adopt a “standard” template for planning application responses which will include reference to the Neighbourhood Plan, and that MPC planning responses will normally be copied to the District Councillors so that they can support comments made by MPC.

Following discussion it was agreed that MPC could respond to a planning application for 23 dwellings in Bracon Ash as a neighbouring parish (Land To East Of Norwich Road, 2021/2579), highlighting the impact it would have on parish facilities in Mulbarton.

### **18.0 To receive and consider updates from SNC’s Director of Place on the cumulative effect of planning applications**

A report of the meeting held on Friday 3<sup>rd</sup> December was received and noted. Following discussion it was unanimously agreed to send a letter to SNC’s Director of Place to conclude the discussions as nothing has changed in the last eight months.

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

### **19.0 Correspondence requiring consideration**

- Email from the Primary School’s Headteacher regarding parking outside the school and their plan to place “fliers” parked cars that are not connected to the school or the surgery.
- Request from the Football Club for spectator facilities and a boundary hedge on Mulberry Park. This matter will be discussed at the January meeting.

### **20.0 Liaison officer reports**

Allotments: Cllr Leek reported that there are two available plots at the Long Lane site and the other three sites all now have waiting lists for an allotment. Cllr Leek also reported that unauthorised pipework at the Meadows allotments still hadn’t been removed, and until this has been completed, a work scope will not be issued for quotes for the installation of a third water trough at that site.

Mulbarton Common Steering Group: Cllr Peachey reported that the Mulbarton Common Steering Group had meet on 29<sup>th</sup> November. SNC’s officer had been unable to attend but MPC had provided updates on the finger post repairs, work scope and quotes for the path, and conversations with SNC’s tree officer regarding the trees at the South West corner of the Common. MPC plan to carry out work to clear a ditch along the south side of the Common in the near future, and if this doesn’t resolve the issue, then the matter will be referred back to the Working Group. The reinstatement of Grimms Pits has been put in hand by SNC. It has been proposed that a replacement for the horse chestnut by the village sign could be planted to mark the Queen’s Platinum Jubilee in 2022.

Football Club Working Group: Cllr Leek reported that in response to MPC’s letter dated 6<sup>th</sup> November the Football Club had cleared the majority of items from around the storage shed but MPC was still unable to remove its own items from inside the shed. The exposed electrical connection and spoil heap are still outstanding. Cllr Leek reported that the wood pile behind the shed had been moved by the Scouts.

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

No Councillor had any items for inclusion in the next agenda in addition to those already noted.

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

Cllr Aldous adjourned the meeting for the second public session.

A representative of the Football Club reported that the electrical connection on the container had been covered today and that the Club is awaiting a survey report from a drainage contractor.

Cllr Aldous closed the meeting to public participation.

Following the exclusion of the public and press as previously agreed, Cllr Aldous resumed the meeting for consideration of Agend Item 12 and the remainder of Agenda Item 15.

There being no further business the meeting closed at 9.30pm.

The next meeting will take place on Monday 10th January 2022 at 7.30pm in the Committee Room at the Village Hall.

## Payments for November 2021

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102782	Mulbarton Scouts	Room Hire	10.00		10.00
102783	APC Pest Control	Quarterly Pest Control	120.00	24.00	144.00
102784	Mulbarton Church	Church yard maintenance	1457.00		1457.00
102785	Information Commissioner's Office	Data Protection renewal	40.00		40.00
102786	K Rackham & Son Engineering Ltd	2 x finger sign repairs	1889.00	377.80	2266.80
102787	A Phillips	Expenses	47.70	9.34	57.04
102788	A Phillips	Salary	832.12		832.12
102789	HMRC	PAYE	298.67		298.67
		<b>Total for month:</b>	<b>4694.49</b>	<b>411.14</b>	<b>5105.63</b>