

**24.02.2010**

Minutes of Poringland Parish Council meeting held at 7.00 p.m. in the Community Centre.

**In the Chair:** Mr D. Hewer.

**1. Attendance Register & Apologies for Absence**

*Present:* Mrs Harrison, Mrs Neal, Mrs Kereama-Ellis, Mr Walker, Mr Henson & Mr Timson.

*Also Present:* Mrs Milton, Mr Overton, Mr Smith, Representatives on behalf of Norfolk Homes Limited, Mr Whitham SNC Senior Planning Officer, Ms. Garfoot Property Manager SNC & 5 Parishioners.

*Apologies:* Mrs Watkins, Mrs Beard, Mr Ellis & Mr Kudar.

Permission was given to suspend Standing Orders for the presentation from Norfolk Homes Limited on the Consultation Version of Schemes for Area A and Area D – Land West of The Street.

Mr Harper on behalf of Norfolk Homes explained that currently 216 dwellings are being built and about 100 are occupied. He introduced the plans which include detailed proposals for Area A at the north for 225-250 dwellings. Area D is an outline application with 250-300 dwellings, together with commercial development. The spine road from Stoke Road to Shotesham Road is included in order that it can be built at an early stage.

Mr Douglas, ASD Architecture Ltd outlined in more detail the proposals for Area D and related to the Lagoon, Play Area, School site and Footpath links. The Chairman asked the position regarding SNC owning part of the land and Ms. Garfoot confirmed the Council is considering the options of retaining the Business Centre area and surrounding land but they would be seeking long term security. Mr Henson asked for clarification of the Business Centre use and Ms. Garfoot confirmed it would consist of business starter units/office units. Mr Harper informed that 25% of the homes will be affordable housing in various areas integrated throughout the site, comprising of 1, 2 and 3 bedroom dwellings.

Mr Stead, Stead Mutton Associates introduced the proposals for Area A and confirmed that on 7.5h. they are proposing 225-250 dwellings and the principle access will be from Stoke Road with a footpath along the west of the site. Following a few questions the Chairman thanked the Representatives for attending the meeting and confirmed that a Public Consultation will be held on 5.3.10.

At this point Mr Walker left to attend another meeting.

**2. To confirm the Minutes of the meeting held on 27<sup>th</sup> January 2010**

Minutes of the meeting held on 27.1.10, having been circulated, following one amendment when it was noted that Mr Ellis was not present at the last meeting, the Minutes were approved and signed as a correct record.

**3. To Report Matters Arising from the Minutes not on the Agenda: For Information Only**

**3.1 Wirefree Sounder**

The Chairman confirmed the device fitted by A.C. Leigh was not suitable for our requirements and it has been removed. We are waiting for an alternative suggestion and quotation from A.C. Leigh.

**3.2 Winter Gritting**

Email response from NCC and letter from Mrs Dyson circulated.

**3.3 Grit Bin – All Saints Road**

A site has been agreed with Highways and the bin has been purchased.

**3.4 Cawstons Meadow Dog Waste Bin**

Mr Henson proposed the Dog Waste Bin is installed by Mr Cogman at a cost of £70.00. Mrs Harrison seconded the proposal, agreed.

**3.5 Land Registry**

The Clerk confirmed the forms have been completed and sent to Land Registry to find out whether the Cemetery and Playing Field have been registered.

#### **4. Adjournment for Public Participation and Councillors' with any Prejudicial Interests**

Mr Henson proposed Standing Orders are suspended, seconded by Mrs Harrison, agreed.

A Spruce Crescent resident expressed his objections to the planning application in respect of proposed erection of two detached dwellings and garages on land rear of Holly Bank, Heath Loke.

A Saxonfields resident commented on Norfolk Homes proposals and also asked if the Parish Council could consider taking on producing The Five+ Newsletter. The Chairman explained this matter has been discussed with all Parish Councils within The Six Strategic Group but no volunteers have come forward.

#### **5. To receive written Community Centre Reports**

##### **(a) Parish Council Issues**

The Chairman confirmed the loop system has been upgraded.

##### **(b) Report from Community Centre Management Committee**

Minutes of the meeting held on 13.1.10 circulated.

#### **6. To consider Planning Applications Received for Consultation**

##### **Applications Received**

1. Mr & Mrs Palmer, 11 Carr Lane – Sub-division of 11 Carr Lane – Proposed construction of a new 3no bedroom bungalow. Recommendation refusal. This area is in a site with major flooding problems.
2. Mr A Barnes – Land rear of Holly Bank, Heath Loke – Proposed erection of two detached dwellings and garages. Recommendation refusal. This is back land development; it is out of scale and dominates the landscape. There is a loss of amenity, namely light, to the neighbouring property. This area has critical water problems and a percolation test should be carried out. Soakaways should be refused, there must be rainwater reharvesting on the site.
3. Mr Mouncer, Fairfield House, Bungay Road – Conversion of existing garage to additional 1no bedroom with ensuite and erection of garage. No comments.

##### ***Permission Granted***

1. 46 St Marys Road – Proposed porch to front elevation.
2. 66 Rectory Lane – Erection of conservatory rear of dwelling.
3. 18 Caistor Lane – Proposed rear extension and alterations.

##### **Application Withdrawn**

2 Shotesham Road – Change of use of shop A1 to restaurant and take away (A3 & A5) use.

##### **Appeal Decision**

9 Highgrove Court – Appeal Dismissed.

#### **7. To Consider Correspondence**

##### ***7.1 Norfolk Association of Village Halls - Conference and Annual General Meeting 20.3.10.***

Mr Henson agreed to check his diary as he would like to attend.

##### ***7.2 Voluntary Norfolk***

Information circulated.

##### ***7.3 Street Lighting – Implementation of Part Night Lighting***

Information circulated.

##### ***7.4 Request for a Grit Bin on the corner of Clearview Drive***

The Clerk informed the above request has been received. Following a discussion it was agreed that before any new bins are provided a consultation exercise should be carried out to ensure all residents agree with the request. Mrs Neal proposed the current request is noted, also the fact that at least two bins

will soon need to be replaced. Mr Henson seconded the proposal, agreed.

#### 7.5 NALC – Executive Committee South Norfolk District

The Executive Committee of NALC consists of representatives from the District areas and there are currently two committee vacancies. Mr Hewer was proposed by Mr Timson, seconded by Mr Henson, agreed.

#### 7.6 NALC Information

Gypsy and Traveller Conference 22.3.10 – Assembly Rooms, Swaffham – 10am – 3pm.

Standing Orders for Local Councils

New publication replaces Standing Orders published in 2003.

### **8. Completion of Spine Road – Compulsory Purchase Order**

Request from Norfolk Homes for the Chairman to attend the Inquiry on 2.3.10 to make a succinct supporting statement. Mr Henson proposed that Mr Hewer attends the Inquiry, seconded by Mrs Neal, agreed.

### **9. To Pass Accounts for Payment**

Under Section 137 of the Local Government Act 1972 Mr Henson proposed £50 donations are sent to the Norfolk Air Ambulance and East of England Ambulance. Mr Henson also proposed £50 is donated to CAB. Mr Timson seconded the proposals, all in agreement.

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|---|------------|
| 1. Staff Salaries to 28.2.10)                 | £ 3,481.75 |
| 2. Spruce Landscapes (Maintenance to 28.2.10) | £ 577.04   |
| 3. Veolia (Trade Waste Collection)            | £ 40.78    |
| 4. SNC (Community Centre Leaflets)            | £ 49.23    |
| 5. Norfolk Pension Fund (Superannuation)      | £ 861.54   |
| 6. Land Registry                              | £ 10.00    |
| 7. ESPO (Gas)                                 | £ 511.83   |
| 8. British Gas Business (Electricity)         | £ 407.09   |
| 9. Ms. L. Gooderham (Bar Stock)               | £ 56.07    |
| 10. Anglian Water (Burial Grounds Rates)      | £ 13.43    |
| 11. MCL Mechanical Services (Heating Invoice) | £ 337.81   |
| 12. Earth Anchors Ltd (New Dog Bin)           | £ 220.78   |
| 13. Anglian Water (Community Centre Rates)    | £ 201.82   |
| 14. South Norfolk Council (Premises Licence)  | £ 180.00   |
| 15. Mrs C Milton (Petty Cash)                 | £ 93.41    |
| 16. CAB (Donation)                            | £ 50.00    |
| 17. Norfolk Air Ambulance                     | £ 50.00    |
| 18. East of England Ambulance                 | £ 50.00    |
| 19. Tiscali (Broadband)                       | £ 29.23    |
| 20. Spruce Landscapes (Lift Graves)           | £ 164.50   |
| 21. Hugh Crane (Cleaning Equipment)           | £ 103.57   |

All passed for payment.

### **10. To receive written report from the Chairman**

Mr Hewer confirmed he attended various NALC meetings during the month and met Norfolk Homes Representatives on 4.2.10. On 16.2.10 he and the Caretaker checked the bar figures with a view to increasing prices. On 22.2.10 he and the Clerk met Wendy Hamilton, Field Change Advisor, The Post Office. Ms. Hamilton confirmed they are actively looking for premises to host a Post Office Local for a couple of hours per day. Mr Hewer asked whether the possibility of using the Community Centre for this purpose could be considered if suitable premises are not found in the vicinity of Shotesham Road and Ms. Hamilton agreed to keep the Clerk informed. On 23.2.10 Mr Hewer attended an East of England Arts Projectionists Course.

Finally, the Chairman advised that on 5.2.10 he paid to attend the BIIAB Level 2 National Certificate for Personal Licence Holders course and now holds the qualification. He asked Council to consider paying for a CAB check in order for his personal licence to be obtained. Mr Timson proposed the CAB check is paid by Council, seconded by Mrs Kereama-Ellis, agreed.

**11. To receive brief verbal County Councillor's Report**

Written report circulated. Mr Smith referred to a couple of items in the report.

**12. To receive brief verbal District Councillor's Report**

Mr Overton reported the Council Tax has been set to a 0% increase for 2010/11. The Joint Core Strategy has been approved and an additional 9,000 homes will be built in South Norfolk. The Benefits team at SNC has been recognized as being the best in the country.

**13. To receive written Amenities Committee Report**

No report.

**14. To receive written Playing Field Report**

***Insurance***

Written report from the RFO circulated. Following a discussion it was agreed this matter is fully discussed by the Finance & Governance Committee and a recommendation brought forward to the next Parish Council meeting on 31.3.10.

**15. To receive written Drainage Reports**

No report.

**16. To receive written Newsletter Report**

It was agreed to distribute a Newsletter prior to the Annual Parish Meeting.

**17. Barclays Bank Investment Bonds**

Mrs Neal proposed that £50,000 is invested in a Bond for one year. Mrs Harrison seconded the proposal, agreed. RFO to check details.

**18. SAFE Child Protection Policy and Code of Conduct for Keeping Children Safer**

The Clerk confirmed the Code of Conduct has been signed by the Management Committee Members and the relevant forms have been completed in order to renew membership.

There being no further business, the meeting closed at 9.05 p.m.

