

Swanton Novers Parish Council

Draft Minutes of the Parish Council Meeting held on Monday 18th July

2022 at 7.30pm

Councillors Present: Cllr. Chris Armstrong, Cllr Ian Watson, Cllr. Jeff Smallbones Cllr. Jenny Anderson, Cllr. Shaun Doncaster,

2022/029

Apologies for absence – Norfolk County Cllr. Stefan Aquarone, District Councillor Vincent FitzPatrick

2022/030

To receive declarations of interest – None.

2022/031

Public Forum-

- Church Lane – Vegetation overgrown and encroaching onto the roadway member of the public was enquiring whose responsibility for the upkeep of this it was?
- New Notice Board in Parish Bus Shelter what content will be displayed inside as currently empty.
- The overgrown vegetation along Church Lane is the responsibility of Astley Estate, email to be sent to Estate office to highlight the issue and the restriction it is creating along the roadway.
- It was agreed by the Parish Council that the Notice Board on the green will be used for the updates from the Affordable Housing scheme and updates of planning, meetings etc once these become available.

2022/032

Reports from District Councillors –

- County Councillor Aquarone and District Councillor FitzPatrick were absent to present their reports and are duplicated from the May Parish Council Meeting.

2022/033

Matters arising from minutes from the meeting held on Thursday 23rd June 2022.

- Dog Waste Bin. The siting of the waste bin in Church Lane (Little Wood Lane) the appropriate documentation has been received from North Norfolk District Council for permission to have the bin sited on the existing Public Footpath sign alleviating the need to apply for permission from Astley Estate for the siting of the bin.

- Debris along Holt Road- Despite numerous emails to Astley Estate from the Parish Council Chair regarding the debris from the fallen tree along Holt no response has still been received from Astley Est. It was agreed amongst the Parish Councillors that with the Parish Clerk the council would email Astley Est. to invite them to the Parish Council meeting in September to discuss the issues within the village that are the responsibility of the Astley Est and that are requiring their attention.

2022/034

- **To sign as correct - The minutes from the meeting Thursday 23rd June 2022.**
- The Minutes were signed as correct by the Chair, Parish Councillor Chris Armstrong, and the Parish Clerk Jason Crowe.

2022/035

Matters arising from correspondence.

- The Dog Waste Bin would ideally be at the end of the Public Footpath which runs through the fields starting along Church Lane and joins St Giles Road. The bin would be erected at the entrance closest to Church Lane to allow easiest access for emptying and the area worst effected by fouling. The Application is being submitted to NNDC to have the Waste Bin sited to the Public Footpath sign on the entrance to the footpath from Church Lane no permission is required from Astley Estate for the fixing of the bin to the sign.
- Church Lane – As commented earlier the rapid growth of the vegetation along Church Lane has resulted in a narrowing of the roadway and Asley Estate are to be contacted to determine when the vegetation will be cleared.
- Speed awareness signs- Two signs positioned within West Harrow house garden it was discussed whose responsibility it is to clear these hedges to improve the vision of the road signs when entering the village.
- Road Markings- The markings within the village that are fading and worn away have been reported to Norfolk Highways. At present the repair and replacing of these are not scheduled to be completed by NNDC.
- Potholes- A temporary repair has been completed outside the house Lark Rise but will need to be monitored as the repair does look as though this may not last once the Autumn/Winter season arrives. The Potholes at the junction of Swanton Road have been again reported and fresh pictures taken and sent to Norfolk Highways.
- All other correspondence has been passed on to Councillors.

2022/036

Affordable Housing update- Ian Watson Secretary Swanton Novers Community Land Trust

- The Swanton Novers Community Land Trust secretary Ian Watson mentioned that proposed planning submission that was supposed to be completed in July will now

be delayed until possibly September due to the other parties change of legal representation.

- The issues on the design have now been resolved, Broadland Housing are now happy to submit the planning application on behalf of the Community Land Trust (CLT). Once the planning application is ready the details will be posted onto the new notice board within the Bus Shelter on the green within the village for all parishioners to view.
- Once the planning submission is made all parishioners will be able to raise any issues as part of the normal planning process.

2022/037

Planning.

- Breach of Planning permission at 4 The Close – Progress at the property has been seen and details of when NNDC will be completing the dropped curb to the edge of the roadway will now occur on July 25th-28th 2022. There will be a temporary road closure along The Street to allow the work to be completed.
- No other planning within the Parish.

2022/038

Working groups – Update:

- **Communications** – Cllr Chris Armstrong- Village Newsletter to continue with Hazel Mindham editor for the magazine.
- **Neighbourhood Plan – Cllr Jeff Smallbones-** No further information available currently. An update will be planned after the summer recess.
- **Governance structure – Policies, Cllr Jenny Anderson-** Policies are currently being reviewed by the Parish Council for ratification, three policies have now been reviewed and the policies brought to the Parish Council Meeting in July to be approved by Parish Councillors and passed with an unanimous decision were- Co-optioin of Parish Councillors, Declaration of Acceptance of Office, and Code of Conduct.

2022/039

Financial report and payments for approval.

- Parish Clerk presented the finances.
- The address for the Parish Council bank statements has now been changed and the statements are now being posted at the Village Hall as requested.
- No payments are needed for approval currently.

2022/040

Items from Councillors and registered electors to be considered for inclusion on the agenda for the next Parish Council Meeting.

- Councillor Jenny Anderson- Governance Policies to be reviewed ongoing and to be discussed and approved at Parish Council Meetings.
- Give Way sign on Church Lane has not been replaced so no signage there to make public aware of approaching junction. Parish Clerk to email NNDC to find out when repair or replacement is likely to occur.
- Churchyard- donation of a piece of land from Astley Estate to allow the expansion of the churchyard.
- John Parsons bench- has Astley Estate given permission for the installation of the bench and if so, whose responsibility is it for the upkeep.
- Bench by the village sign the seating is rotten, in the interest of the Parish would it be sensible to get this replaced or removed.
- Winter season approaching so the purchase of a new Grit Bin to be positioned at the crossroads of Church Lane and Holt Road would be of benefit to the village.
- Public Footpath opposite the Green a gate has been erected (Astley Estate) this is locked and so not allowing access to the footpath also Japanese Knotweed is growing along the footpath and needs to be removed before it spreads.

There being no other business the meeting closed at 8.35 pm

Chair

Date.....

Clerk.....