

Swanton Novers Parish Council

Draft Minutes of the Parish Council Meeting held on Monday 26th September

2022 at 7.30pm

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

2022/041

Apologies for absence – Norfolk County Cllr. Stefan Aquarone, Parish Councillor Shaun Doncaster

2022/042

To receive declarations of interest – None.

2022/043

Public Forum-

- New Notice Board in Parish Bus Shelter currently no content displayed inside as there has not been any developments from the Community Land Trust regarding the proposed Affordable Housing project.
- 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.
- The clearing of the debris along the roadways- Swanton Road, Gallowhill Lane? Hedges have been cut but debris still on the roadway which creates the risk of punctures to vehicles especially cyclists. Astley Estate need to be contacted as this is sub-contracted out by Astley Estate and to be made aware that the contractors are not clearing up after themselves before leaving and creating a risk to road users.

2022/044

Reports from District Councillors –

- County Councillor Aquarone was absent to present his report.
- District Councillor Vincent Fitzpatrick attended the meeting he started with the change of the refuse schedule that had been altered in September, the new schedule was available to see on the NNDC website so parishioners could be sure which refuse collections were due and when.
- Councillor Fitzpatrick also re-iterated his comments from the last meeting that there are Community Funds available to villages to support local groups, also a Transport fund that can help in dis-advantaged areas that can help with medical/surgery visits for those that may not have their own transportation.

- Parish Councillor Jeff Smallbones asked District Councillor Fitzpatrick as to when the local planning office desk would be manned again as since the Covid pandemic this has not returned to normal service at the NNDC offices in Cromer. District Councillor Fitzpatrick was unable to comment when this issue would be resolved so it was agreed that the Parish Clerk would email Mr Fitzpatrick to allow the enquiry to be escalated further.

2022/045

Matters arising from the meeting held on Monday 18th July 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. The Dog Waste Bin has been ordered and is ready for collection from NNDC offices at Cromer and will be sited on the footpath sign as agreed.
- It was agreed amongst the Parish Councillors that the Parish Clerk would email Astley Est. to invite them to the Parish Council meeting in November to discuss the issues within the village that are the responsibility of the Astley Est and that are requiring their attention.

2022/046

- **To sign as correct - The minutes from the Parish Council meeting held Monday 18th July 2022.**
- The Minutes were signed as correct by the Chair, Parish Councillor Chris Armstrong, and the Parish Clerk Jason Crowe.

2022/047

Matters arising from correspondence.

- The Dog Waste Bin- The application has been submitted to NNDC to have the 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. Astley Estate have been contacted to determine when the vegetation will be cleared. Farm Manager Luke Rodway has responded and said that the work is sub-contracted out to another company and the hedgerows are pruned during September. The overgrown hedgerows along Plantation Lane however are earmarked to be cleared but at this time have no set date to be pruned. I have however commented that Serco the refuse company have complained to NNDC about it being unpassable when arranging the refuse collections along this lane.

- Speed awareness signs- Two signs positioned within West Harrow House gardens it was discussed whose responsibility it is to clear these hedges to improve the vision of the road signs when entering the village. It has been discovered that the property is part of the Norfolk Diocese and responsibility of the trimming of the hedges are their responsibility.
- Village Post Box- The issue of the Post Box not being fit for purpose was raised again and its historic value to the village. A replacement is needed but views of Parish Councillors was that the village should try to retain the Post Box if possible. The Chair of the Parish Council re-iterated that it is the Royal Mails property and not the villages and the cost of these antique boxes can be in the thousands to purchase from the Royal Mail and the funds were not available to purchase it from them. The siting of the box within the wall of its current location may also require repair shortly due to the disintegration of the wall due to natural weathering so the box may have to be removed and repositioned.
- Potholes- The Potholes at the junction of Swanton Road have been repaired by Norfolk Highways. The pothole that was repaired recently opposite to West Harrow/ Fieldfare houses along The Street has signs of movement and will be monitored to see if further repair is required before the winter period.
- Anglian Water, Complaint due to the regular interruption of supply within the village. A new pump has been installed at Gunthorpe which supplies our village. There have been electricity issues upon which Npower are aiming to fix. When there is an issue 2000 households are affected so other Parishes are aware of the issue and have contacted the Water Board to vent there frustrations.
- All other correspondence has been passed on to Councillors.

2022/048

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

- The Swanton Novers Community Land Trust secretary Ian Watson mentioned that the planning application has now be sent and the fee has been paid by Broadland Housing Trust.
- 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.
- Any issues about the planning submission or enquiries these can be made by all parishioners will be able to raise these as part of the normal planning process. The plans will be able to be viewed on the NNDC website for everyone to view.

2022/049

Planning.

- No new planning applications within the Parish.

2022/050

Working groups – Update:

- **Communications** – Cllr Chris Armstrong- Village Newsletter to continue with Hazel Mindham editor for the magazine. Magazine has too many fillers for content, it was commented that this in turn increases costs to the newsletter.
- **Neighbourhood Plan – Cllr Jeff Smallbones-** No further information available currently. An update will be arranged to create a new committee and a proposed meeting date to follow.
- **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 a unanimous decision were- Co-option of Parish Councillors, Declaration of Acceptance of Office, and Code of Conduct. At the next PC Meeting it is intended to approve three more policies- Practice Handling Complaints, Equality Policy, and Safeguarding Policy.

2022/051

Financial report and payments for approval.

- Parish Clerk presented the finances.
- The cheque donation for Norfolk CAB will be re-issued due to the original cheque not being banked within 6 months. A new cheque of £100 will be honoured and sent to the charity.
- No other payments are needed for approval currently.

2022/052

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.
- 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.
- Public Footpath St Giles Road. The hedge upon the entrance to the footpath was heavily trimmed back and has resulted in a gap within the hedge. Saplings needed to replenish the hedge and close the gap to stop wildlife etc making the space worse.
- No invoice from K R Hedge Cutting for work undertaken this year and breakdown of costs, need projection of costs for 2023/24 quote.
- Charity donations from Parish Council for 2022/2023.

There being no other business the meeting closed at 8.50 pm

Chair

Date.....

Clerk.....