

Swanton Novers Parish Council

Draft Minutes of the Parish Council Meeting held on Monday 21st November

2022 at 7.30pm

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

2022/053

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

2022/054

- **To receive declarations of interest** – Chair Chris Armstrong and Parish Councillor Shaun Doncaster may not vote on an agenda item as both have a vested interest regarding the vote to donate a sum of money to the Swanton Novers Village Hall from the Parish Council.

2022/055

- **Co-option of new Parish Councillors.**
- A vote took place to complete the Co-option for Mr Gary May and a separate vote also took place for Virginia Riseborough to be voted onto the Swanton Novers Parish Council. A unanimous vote was carried by all Parish Councillors in attendance to vote Gary May and Virginia Riseborough onto the Parish Council. Both new Parish Councillors were invited to attend the Parish Council Meeting.

2022/56

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 has not been resolved this is the responsibility of Astley Estate, email to be sent to Estate office to highlight the issue again 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.

- New Dog Bin- this has been installed and is currently in the position that it is close to overflowing. What is going to happen about the emptying of the bin??
- It was stated by the Parish Clerk that the Dog Waste Bin is under contract to be emptied and due to this being newly installed the first emptying of the bin had yet to be completed. The member of the public was also informed that the emptying of the bin is under review as this is a new service and it could be adjusted accordingly if it was required to be emptied more frequently.

2022/057

Reports from District Councillors –

- County Councillor Aquarone was absent to present his report.
- District Councillor Vincent Fitzpatrick was unable to attend the meeting. A District Councillor report would be available to see via the NNDC website.

2022/058

Matters arising from the meeting held on Monday 26th September 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 and has now been installed. The frequency of the emptying of the Dog Waste Bin would be under review once the usage of the bin has been established.
- It was agreed amongst the Parish Councillors that the Parish Clerk would email Astley Est. to invite them to the Parish Council meeting in January to discuss the issues within the village that are the responsibility of the Astley Est and that are requiring their attention.

2022/059

- **To sign as correct - The minutes from the Parish Council meeting held Monday 26th September 2022.**
- The Minutes were signed as correct by the Chair, Parish Councillor Chris Armstrong, and the Parish Clerk Jason Crowe.

2022/060

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 the winter period. 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 to Astley Estate Farm Manager that Serco the refuse company have complained to NNDC about it being unpassable when arranging the refuse collections along this lane and to expect correspondence from them regarding the issue.
- Potholes- The pothole that was repaired recently opposite to West Harrow/ Fieldfare houses along The Street has signs of movement and will need to be monitored to see if further repair is required before the winter period, email to be sent to Norfolk Highways if further repair is required.
- A letter of thanks has been received from the Village Hall committee regarding the donation from the Swanton Novers Parish Council for future projects planned for the Village Hall in 2023.
- All other correspondence has been passed on to Councillors.

2022/061

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 status of the application is now 'pending consideration'
- The issues on the NNDC planning site have not been updated and is still showing 'erection of seven dwellings (3 x single storey and 4 x two storey). This is an error it should read 'Erection of seven dwellings comprising of 4 Bungalows (3 x 2bed & 1 x 1 bed) and 3 two storey houses (3 bed).'
- 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.
- Also, all parties have agreed to creating a permissive path across the Astley estate. It will connect the development to the village, a safer route in parallel to Church Lane and connecting to the existing footpath that runs from St. Giles Road to Church Lane. A massive thanks to Lord Hastings in agreeing to this.

2022/062

Planning.

- Planning Application for Affordable Housing (7 properties) NNDC Ref: PF/22/2225 Contact: Jayne Owen Date: 29th September 2022 Planning Consultation Swanton Novers Proposal: Erection of seven dwellings (3 x single storey and 4 x two

storey) with new access to The Street, associated infrastructure and landscaping
Location: Land at The Street, The Street, Swanton Novers.

- The planning for the affordable housing has been supported by the Parish Council.

2022/063

Grass and Hedge Cutting within the Village.

- Review the current cutting schedule and to see whether this needs to be increased to cope with the excessive growth of vegetation. Look at costs for the next financial year and review the service.

2022/064

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, New Parish Councillors encouraged to partake in the creation of the Neighbourhood plan.
- **Governance structure – Policies, Cllr Jenny Anderson-** Policies are currently being reviewed by the Parish Council for ratification, At the next PC Meeting it is intended to approve three more policies- Practice Handling Complaints, Equality Policy, and Safeguarding Policy.

2022/065

A One-off grant to the Village Hall.

- A vote was carried out by the Parish Council regarding a one-off donation to the Village Hall to support the local community for £1500 to be put to a use that would support the village community during the 2023/24 financial year.

2022/066

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.
- K&M Lighting had still not banked the cheque regarding the village lighting maintenance for £50.47. It was commented that an email should be sent to the company to see if they were still in possession of the cheque and if not a

replacement cheque sent to keep up the service of the street lighting maintenance.

- No other payments are needed for approval currently.

2022/067

Precept Review 2023/24.

- It was voted on by the Parish Council that the Precept for the financial year 2023/24 would remain at the same level as last year. This was due to the current cost of living increases that all parishioners are having to be subject to and it is felt that it would be appropriate to leave this at the same level as the previous year.
- A vote was carried out by the Parish Council for the new Precept for 2023/24. A unanimous vote by all Parish Councillors present that the Precept should remain at the current level was carried by an unanimous vote.

2022/068

Setting of the future Parish Council Meeting Dates and times for 2023/24.

- The proposed dates for the next financial year were voted for and agreed, the dates would be published on the Parish Council website.

2022/069

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 next Parish Council Meeting.
- 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 Highways Department to find out when repair or replacement is likely to occur as part of the yearly maintenance visit to the village that would normally commence in January.

There being no other business the meeting closed at 9.20 pm

Chair

Date.....

Clerk.....

