

Swanton Novers Parish Council

Draft Minutes of the Parish Council Meeting held on Monday 20th March

2023 at 7.30pm

Councillors Present: Cllr. Chris Armstrong, Cllr Ian Watson, Cllr. Jenny Anderson and Cllr. Shaun Doncaster, Cllr. Virginia Riseborough.

2022/086

Apologies for absence – Norfolk County Cllr. Stefan Aquarone, District Councillor Vincent Fitzpatrick and Parish Councillors Jeff Smallbones and Gary May.

2022/087

- **To receive declarations of interest** – None

2022/088

Public Forum-

- No Parishioners were in attendance.

2022/089

Reports from District Councillors –

- County Councillor Aquarone was absent from the meeting, he was unable to present his report and sent his apologies. A copy of his report was available to the Councillors and presented at the meeting.
- District Councillor Vincent Fitzpatrick was invited to the Parish Council Meeting. A District Councillor report would be available to see via the NNDC website.

2022/090

Matters arising from the meeting held on Monday 16th January 2023.

- Road Markings/ Give Way Sign. – Norfolk Highways emailed to highlight the issues of the potholes In St. Giles Road and The Street opposite Rest Harrow residence and how the road repair has not been completed.
- All other matters are agenda items.

2022/091

- **To sign as correct - The minutes from the Parish Council meeting held Monday 16th January 2023.**
- The Minutes were signed as correct by the Chair, Parish Councillor Chris Armstrong, and the Parish Clerk Jason Crowe.

2022/092

Matters arising from correspondence.

- A letter was received from Age Concern North Norfolk and also Norfolk Air Ambulance giving thanks for the donation from Swanton Novers Parish Council for £100 and their continued support within the community.
- Potholes- The pothole that was repaired opposite to West Harrow/ Fieldfare houses along The Street in 2022 has again appeared and will need further repair this winter period, email sent to Norfolk Highways to why the repair has not been actioned.
- The pothole that has appeared in St. Giles Road at the entrance to The Old Vicarage which was reported to Norfolk Highways for repair has now been completed.
- Fly tipping in Gallowhill Lane reported to NNDC and arranged to be collected.
- All other correspondence has been passed on to Councillors.

2022/093

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

- The Swanton Novers Community Land Trust secretary Ian Watson mentioned that all statutory consultation responses to the planning application have now been received.
- The responses to the planning application have been very positive. The NNDC have however suggested that greater variation to the western elevation of Plots 1-3 (the block of three houses) is required to enhance long views into the site from the west and to better assimilate with the rural setting.
- Also, the plan to retain a consistent ridgeline here to reflect the barn/farmyard design, some variation to the windows to the rear of the properties to overcome the council's concerns will mean the minor adjustments will need to be submitted and to update the planning application.
- It is anticipated that approval of the development will be forth coming but may not be until the spring.

2022/094

Planning.

- Currently no planning applications are present for Swanton Novers.

2022/095

Grass and Hedge Cutting within the Village.

- A cutting and maintenance schedule for future grounds work within the Parish. Parish Clerk to liaise with K&R Hedge cutting to confirm costs for the next financial year and review the service.

2022/096

King's Coronation- Saturday May 6th, 2023.

- A Live Screening of the Procession and Ceremony will be held at the Village Hall on the Saturday May 6th from 10am. This will then lead into the Village Hall Bar Night from 6.30pm on the Saturday evening.

2022/097

Working groups – Update:

- **Communications** – Cllr Chris Armstrong- Village Newsletter. Chris Armstrong, Hazel Mindham to arrange meeting to discuss details of content within the Newsletter going forward. Distribution of the Newsletter at the top of the village may need to be reviewed as Councillor Jeff Smallbones steps back from his voluntary duties.
- **Neighbourhood Plan – Cllr Jeff Smallbones-** No further information available currently. Costs of achieving a Neighbourhood Plan seem to out way the gains that could possibly be had by having a plan. Proposal to park the idea of the neighbourhood plan until a future time when it is deemed viable to pursue this further.
- **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 more policies- Practice Handling Complaints an adjustment is currently required, Parish Councillor Jenny Anderson is to review the content of the policy and the draft will be submitted to the Parish Council at a future meeting.

2022/098

Financial report and payments for approval.

- Parish Clerk presented the finances.
- No payments are currently in need of approval.

2022/099

Elections – Thursday 4th May 2023.

- The North Norfolk District & Parish Council Elections will take place on Thursday 4th May. Details of information needed to vote will be posted onto the village notice boards. New process requires all voters to provide a form of photographic identification before a ballot paper will be issued.
- Details of persons nominated to stand as Parish Councillors to be registered at NNDC to determine whether an election is required.

2022/100

Dog Waste Bin – Discuss additional bin, costs, and positioning.

- It was discussed that due to the success of the Dog Waste Bin that was installed along the Church Lane footpath in 2022 that the installation of another bin could further reduce the dog fouling within the village and woodland used by many Parishioners and visitors to the village.
- A vote was taken by Parish Councillors to approve the cost and installation of an additional Dog Waste Bin at the end of St. Giles Road subject to permission being granted by NNDC to have the bin erected to the Footpath sign in St. Giles Road.
- A unanimous vote by all Parish Councillors present was carried forward in support for a new Dog Waste Bin. The Parish Clerk would contact NNDC to apply for permission for the Waste Bin to be attached to the Public Footpath sign. Once permission is granted the purchase of an additional bin would be completed and installation arranged to the Public Footpath sign.

2022/101

Litter Pick 2023- Sunday April 2nd 2.30pm

- The Village will be completing it's annual litter pick on Sunday April 2nd, it is encouraged to support the village and raise the profile of the importance of the litter pick and gain as much support as possible from the community in keeping our Parish as clean and tidy as possible. Refreshments and food donations will be available on the day.

2022/102

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.
- Approve Parish Council accounts beginning of May -Finance meeting to be held prior to this being held.
- Arrange Parish Council Account audit.
- Dropped Drain in St. Giles Road.
- Parish Council Elections Thursday 4th May 2023.
- There being no other business the meeting closed at 8.40pm

Chair

Date.....

Clerk.....

