

Blofield Parish Council

Minutes of the Blofield Parish Council Meeting held at Blofield Courthouse on Monday 13th February 2017 at 7:30pm – 9:50pm.

PRESENT

Rob Christie, Pat Wilson, Paul Baverstock, David Ward, Yvonne Burton, Nigel MacPherson, Stella Shackle, Paul Culley-Barber, Joseph Scholes, Sarah Osbaldeston (Clerk).

1. Welcome and Introduction to the meeting by the Chair, Rob Christie.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**
Margaret Turner sent her apologies. Barry Cawkwell did not attend the meeting.
3. **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
 - 3.1. Rob Christie, Paul Culley-Barber, Yvonne Burton and Paul Baverstock declared a pecuniary interest in item 14.
 - 3.2. Paul Culley-Barber declared a pecuniary interest in item 16 and 24.
 - 3.3. David Ward declared a non-pecuniary interest in all planning matters as a member of Broadland District Council's planning committee.

Suspend standing orders

4. **OPEN FORUM - FOR PARISHIONERS TO RAISE QUESTIONS ON AND/OR MAKE STATEMENTS ABOUT MATTERS ON THE AGENDA AND TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR AND COUNTY COUNCILLOR**
 - 4.1. Approximately 10 parishioners were present. Councillor Andrew Proctor and Councillor Frank O'Neill were both absent.
 - 4.2. Item 15 – Richard Codling reminded the council of the Blofield Orchard background and advised there are now apple, pear, cherries and gage trees in the Orchard. He explained the funding request from the group for 50% of the cost of a notice / information board. The board would be 2/3 information (including a detailed plan and illustrations provided by the group free of charge) and 1/3 for the adjustable notices. The group would also undertake installation.
 - 4.3. Item 8.1 – The owners of 32 Blofield Corner Road spoke of their serious concern about the risk of flooding this development would bring to their property. They have provided written detail of this via Frank O'Neill (District Councillor) to the Parish Council.

Resume standing orders

5. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16 JANUARY 2017**
 - 5.1. The minutes of the Parish Council Meeting held on the 16th January 2017 were unanimously approved by the council (proposed Nigel MacPherson, seconded David Ward) and duly signed by the chair.
6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
 - 6.1. Yvonne Burton Shared her final draft of the Village Footpath Map. Printing and locations to be considered in the March meeting.
 - 6.2. 8.2 (minutes 16/1/17) – Councillors were asked to consider volunteering to speak on planning application 20161588 (erection of 4 dwellings and associated works, Woodbastwick Road) when this goes to planning committee (no date currently set).

7. TO RECEIVE A PLANNING UPDATE

7.1. Paul Culley-Barber went through the planning applications below.

8. TO CONSIDER COUNCIL FEEDBACK ON PLANNING APPLICATIONS RECEIVED FROM BROADLAND DISTRICT COUNCIL (Clerk, SO, to feedback to BDC)

8.1. APPLICATION: 20162199

Erection of 36 No. Dwellings and Associated External Works (reserved matters following outline permission 20140968)

Location: Land off Blofield Corner Road, Blofield Heath

The Council Objected to this planning application and raised the 3 concerns below:

- 8.1.1. Can it be ensured that trees of importance on the boundary of the site are given TPO status (Category A and B groupings).
- 8.1.2. NP ENV3 – Drainage - Significant drainage concerns have been raised by residents close to the development (32 Blofield Corner Road) and there is a notable risk of flooding. The Parish Council are concerned and request that full consideration and thought is given to these issues.
- 8.1.3. Does the development comply with NP HOU5 - Parking for New Developments? It is unclear if the visitor spaces are purely for use of the 1 bedroom flats or for general visitors to the affordable housing section of the site. If it is the latter then there ought to be 2 parking spaces per flat and therefore doesn't comply with NP HOU5.

8.2. APPLICATION: 20170023

New dwelling, 4 bedroom property on Francis Lane, Blofield Heath

Location: Aldersbrook, Woodbastwick Road, Blofield, NR13 4QH

The Council unanimously objected to this planning application and raised the following concerns below:

- 8.2.1. Loss of privacy for surrounding properties due to the height of the propose dwelling.
- 8.2.2. The property does not comply with NP HOU4 Rural Image, heights and massing. The existing properties on Francis Lane are single storey bungalows. This proposal is for quite a high ridge two story dwelling and so does not seem to be in keeping with properties in the surrounding area.
- 8.2.3. Does the proposed development comply with NP HOU5 - Parking for New Developments? The plans do not state parking provision. For a 4 bedroom dwelling there should be at least 4 car park spaces.
- 8.2.4. The Council have access concerns from the development onto Francis Lane as it is a narrow lane. Can visibility splays be achieved?
- 8.2.5. NP HOU4 also states - Wherever possible, development should deliver enhancements to the landscape character. Throughout the parish, development proposals should be of high quality design and should seek to demonstrate how they will enhance the character of the local area. The Council fail to see how removal of a magnificent hedge bordering the development onto Francis Lane and replacing it with a 6ft high fence enhances the character and the Council would like to see a hedge of some sort reinstated with native hedging species.
- 8.2.6. NP ENV2 - Soft site boundaries and trees - see above comments regarding hedging - the proposal appears to contradict this policy as the new boundary is far from soft.
- 8.2.7. NP ENV3 - Drainage - junction of Francis Road / Mill Road / Woodbastwick Road historically a site of concern for flooding - where is the evidence that this development will not contribute to that existing flooding concern, there appears to be a lot of roof space.

8.3. APPLICATION: 20170037

Rear Extension, porch, garage change

Location: Fircroft, 9 Mill Road, Blofield, NR13 4QJ

No objections

8.4. **APPLICATION: 20170040**

Demolition of single story extension & erection of two storey and single story extension. Erection of single storey detached garage

Location: Nursery Cottage, Laundry Lane, Blofield

No objections

8.5. **APPLICATION: 20170095**

Full planning application for the proposed development of 1 petrol filling station, 2 drive through restaurants and 24 HGV parking and various infrastructure/landscaping works

Location: Land at Broadland Gate, adjacent to Postwick Interchange, Postwick

The Council would like to raise three concerns about this proposal:

8.5.1. Concerns about the capacity of the existing Postwick Hub interchange due to queuing traffic at peak times and the added congestion the attraction of a Petrol Filling Station and two drive through outlets would bring.

8.5.2. Concerns about the Oaks Lane roundabout being able to handle HGV's approaching the development from the A47 slip road due to the camber of the roundabout and ongoing traffic flows to the Postwick Hub, especially as the Petrol Filling Station is being promoted as a lorry park for up to 24 HGVs.

8.5.3. Concerns about the proposed footpath connections from the Park & Ride site to the development. What pedestrian friendly measures would be put in place either at the development or at the interchange to enable safe pedestrian access.

8.6. **APPLICATION: 20170162**

Two storey side extension

Location: 7 Globe Lane, Blofield

No objections

9. TO CONSIDER FEEDBACK ON ANY PLANNING APPLICATIONS RECEIVED SUBSEQUENT TO THE PUBLICATION OF THIS AGENDA

9.1. **APPLICATION: 20162041**

Rear/side extensions

Location: 87, Stone Cottage, Yarmouth Road, Blofield, NR13 4LQ

The Parish Council unanimously agreed to put forward the following comments:

9.1.1. NP HOUS5 – Parking for new developments. As the plans do not state parking provision it appears the development does not comply with this. It requires 4 parking spaces.

10. TO APPROVE INVOICES FOR PAYMENT

10.1. The Council unanimously resolved (proposed David Ward, seconded Nigel MacPherson) to approve all payments presented for payment in Appendix 1. Clerk (SO) to issue cheques.

11. TO RECEIVE AN UPDATE REPORT ON CURRENT PROJECTS

11.1. **Churchyard Wall** - Faculty being applied for and 4 contractors asked to tender by Ruth Brennan.

11.2. **Footpath through churchyard and replacement gates** - Awaiting Vicar to apply for faculty. Clerk (SF) to chase.

11.3. **Churchyard tree survey and management plan** - Survey to be agreed by Parish Council (item 12), management plan requested from Fringe Project.

11.4. **Churchyard hedge cutting** – completed January 2017.

11.5. **Courthouse: new doorway to rear garden and associated works** - The Courthouse have applied for planning permission.

11.6. **Blofield Corner tree replacement** - Awaiting the highways License to plant, hopefully to be done in March with tree wardens supplying trees. Clerk (SF) to chase.

- 11.7. **Responsibility for new play spaces – Keir site** - Meeting with Broadland for advice to be held on 1 March. To be attended by David Ward, Rob Christie and Steven Ford.
- 11.8. **Responsibility for new community land Norfolk Homes site** - 8/2/17 - awaiting advice on when this will be handed over.
- 11.9. **Plantation Wood Purchase** - Sally Hoare at BDC has contact Highways England and they have advised that they cannot declare the land as surplus to requirements as a future scheme to improve the A47 at this location is being considered. David Ward to get clarity and investigate further.
- 12. TO APPROVE THE COST OF SURVEYING 9 TPO LIME TREES AND TAGGING OTHER TREES IN BLOFIELD CHURCHYARD**
- 12.1. A quotation has been provided by Treecare Consultants Ltd for a tree hazard risk assessment report at Blofield Church. This will cover all 27 Tree Preservation Order (TPO) trees. This maintenance is the responsibility of the Parish Council. The total cost is £654+VAT. They will tag each tree, provide a sketch plan, a tree schedule and give recommendations for maintenance together with monitoring and assessment.
- 12.2. David Ward proposed (seconded by Paul Culley-Barber) the Council carry out this work. This was unanimously agreed by the Parish Council. Clerk (SF) to instruct work and advise Church wardens / Revd. Kevin Bilson.
- 13. TO RECEIVE AN UPDATE ON THE CHURCHYARD WALL REPAIR PLANS**
See minute 11.1.
- 14. TO RECEIVE AN UPDATE AND AGREE ANY NECESSARY ACTIONS FOLLOWING THE ALLOTMENTS REPRESENTATIVES MEETING WITH THE BAA (Blofield Allotment Association)**
- 14.1. Pat Wilson provided a review of the meeting in detail. She reminded the Council that the letter of understanding between the Parish and the BAA stated that the surplus of income over expenditure was held with the Parish Council as a contingency fund for works needed on the Allotment site.
- 14.2. Pat Wilson proposed the Council retain a certain amount of the surplus for unexpected/emergency expenditure. The councilors with pecuniary interests left the room and a vote took place. Pat Wilson proposed (seconded by Nigel MacPherson) the Council keep £800 as emergency contingency. This proposal was approved by the Council (4 – for, 1 – abstention).
- 14.3. Pat Wilson reported that there are drainage issues at the entrance to the Allotment site which require urgent attention. The BAA have offered to carry out the work by allotment volunteers using resources from friends and family if the Parish Council would pay for the materials. Following some discussion, it was agreed that the council would request the BAA provide full details and costs of their proposals for improvements. In addition, the Council will obtain three quotations for the work to be carried out. Clerk (SF) to action.
- 14.4. Pat Wilson reminded the Council that since the Borehole pump failed the allotments plot holders have all paid an additional small sum to the BAA to cover the water supply from Anglian Water. The BAA have requested the Council consider paying for this water supply by using some of the surplus rental collected each year. The Parish Council agreed to consider this once they had a better understanding of the costs and a copy of 2016 costs. Clerk (SF) to obtain water bills from BAA for March meeting.
- 14.5. Pat Wilson advised the Council that the 'Letter of Understanding' between the BAA and the Council is overdue its biannual review. Pat Wilson and Nigel MacPherson to pick this up at the next BAA / Council meeting. Clerk (SF) to set meeting for July 2017. Any proposed letter of understanding changes will come to the Council for approval following this meeting.
- 15. TO CONSIDER A REQUEST FOR FUNDING FOR A NOTICEBOARD FROM THE BLOFIELD ORCHARD CONSERVATION GROUP**
- 15.1. The Council discussed the proposal put forward in item 4.2. They reviewed new images and costs of the proposed noticeboard and comments from BDC regarding the quality of the notice/information board supplier. Nigel MacPherson proposed (seconded by Yvonne Burton) that the Council support the Orchard Conservation Group and agree to fund up to £1000 (50% of the project). The Council resolved to approve this proposal (for - 8, abstention – 1). In addition, the Council agreed to send an email to BDC advising them of our full support for the project. Clerk (SO) to action.

- 16. TO CONSIDER PARKING ENFORCEMENT OPTIONS FOR BLOFIELD SCHOOL**
- 16.1. Paul Culley-Barber advised of the ongoing parking issues at Blofield School at peak drop off and collection times. Paul proposed the Council produce and print a flyer (draft circulated) to distribute to parents by email and place on car windscreens as appropriate. Nigel seconded this proposal and the council unanimously resolved to approve it and cover the printing costs.
- 16.2. Paul Culley-Barber will contact Acle Safer Neighbourhood Team to confirm their support.
- 16.3. If the above actions are unsuccessful the Council agreed to contact parking enforcement to request a visit at peak times. Clerk (SF) to establish their booking process and lead times.
- 17. TO CONSIDER A PARISHIONER REQUEST TO REGULARLY LOCATE THE SAM SIGN ALONG WEST VIEW ROAD**
- 17.1. Clerk (SF) to understand more detail and see if there is a location available for the sign.
- 18. TO RECEIVE AN UPDATE ON HIGHWAYS VIEWS ON OTHER PARISH PARTNERSHIP FUNDING SUGGESTIONS PUT FORWARD BY THE COUNCIL**
- 18.1. Paul Culley-Barber reported the costs of a road from Norwich Camping and Leisure to the Allotments Site would be approximately £10,000.
- 18.2. Paul also circulated the additional detail received from Highways regarding various other crossings / improvements.
- 19. TO RECEIVE AN UPDATE FROM THE LOCAL PARISH COUNCIL CLUSTER MEETING**
- 19.1. Stella Shackle provided a brief update from the Cluster Meeting, advising that key areas of conversation were the Postwick Hub (planning application 20170095) services proposal and Strumpshaw setting up youth councils.
- 19.2. Stella also advised of a contact at Planning Enforcement that may assist with the Yarmouth Road parking issues. Clerk (SF) to make contact.
The next meeting date and host was not set.
- 20. TO CONSIDER PUBLICIZING TO SEE IF PARISHIONERS ARE KEEN TO ESTABLISH AND GET INVOLVED WITH A COMMUNITY SPEEDWATCH SCHEME**
- 20.1. Paul Culley-Barber agreed to write a note requesting Speedwatch volunteers, to be placed in Focal Point and Blofield News.
- 21. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA**
- 21.1. Parish Walks 'poster' - Yvonne
- 21.2. Brundall and Blofield Good Neighbours Scheme – Pat Wilson
- 21.3. Establishing unrecognized public rights of way – Yvonne
- 21.4. Record Blofield School as a listed building – Stella
- 21.5. Blofield Emergency Plan – Stella
- 21.6. Dementia Action Alliance – David Ward
- 22. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL MEETING**
- 22.1. Monday 13th March 2017 at 7:30pm at the Courthouse
- 23. TO RESOLVE TO PASS A FORMAL RESOLUTION (UNDER THE PUBLIC BODIES AND ADMISSIONS TO MEETINGS ACT 1960) TO EXCLUDE THE PRESS AND THE PUBLIC FOR THE REMAINING AGENDA ITEMS**
- 23.1. The Council unanimously resolved to pass the resolution to exclude the press and the public for the remaining agenda items.