

# Blofield Parish Council

Minutes of the Blofield Parish Council Meeting held at Blofield Courthouse on Monday 19<sup>th</sup> June 2017 at 8.00pm – 10:15pm.

## **PRESENT**

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

1. Welcome and Introduction to the meeting by the Chair, Rob Christie.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**  
Apologies were received by Margaret Turner, Nigel MacPherson and David Ward.
3. **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
  - 3.1. Paul Culley-Barber, declared an interest in items 10.5, 25 and 31.
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. Five parishioners were present. County Councillor, Andrew Proctor sent his apologies.
  - 4.2. Item 18 - Parishioners raised concerns over the Keir Development Street lighting that is being installed. Rob Christie reported that Broadland District Council (BDC) have advised that the development does not have planning permission for any street lighting and both the Parish Council and the Highways advised they did not want street lighting. Broadland District Council have requested Keir Development stop this work and apply for planning permission. BDC have advised the Parish Council dark skies policy would receive support from the planners.
  - 4.3. Terry Norton advised that additional quotations for car park work will be available in time for the next Parish Council meeting.
  - 4.4. 20160588 – A parishioner advised that this planning application (now 40 weeks old) will be considered at the Broadland District Council July planning committee meeting.
5. **TO APPROVE THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 22 MAY 2017**
  - 5.1. Paul Culley-Barber proposed (seconded by Joseph Scholes) the parish council approve the minutes of the annual parish meeting held on 22<sup>nd</sup> May 2017. The Council unanimously approved the minutes and they were duly signed by the chair.
6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
  - 6.1. Item 8.2 – Brenda Dawson confirmed she is happy to continue in the role of the nominated Parish Council Trustee for Heathlands Community Centre.
  - 6.2. Item 9.4 – Peter Mackness is happy to continue in the role of footpath warden. Malcolm Bishop is unable to continue, they Parish Council thanked him for his time in the role. Clerk (SF) to contact parishioner suggested by Peter Mackness to see if they are able to take on the footpath warden role.
7. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22 MAY 2017**
  - 7.1. Two amendments were made to the minutes –
    - 7.1.1. The removal of 'annual' (5<sup>th</sup> word, page 1) and
    - 7.1.2. the addition of item 17.3 – Rob Christie and Pat Wilson provided a brief summary of a meeting that took place on the 15<sup>th</sup> May 2017 between Parish Council representatives and Blofield Allotment Association representatives.
  - 7.2. Yvonne Burton then proposed (seconded by Joseph Scholes) the Council unanimously resolve to approve these adjusted minutes and they were duly signed by the chair.

**8. TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**

8.1. No matters were reported on.

**9. TO RECEIVE A PLANNING UPDATE**

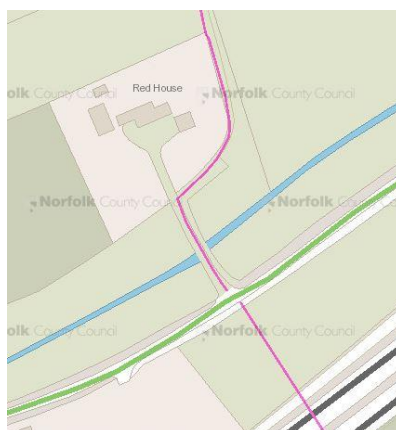
9.1. 20160488 – outline planning application for up to 175 dwellings with associated open space on land to the North of Yarmouth Road. BDC have confirmed that the section 106 legal agreement, outline planning permission was granted for the development on 12 June 2017.

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

**10.1. Application: 20170157**

Erection of fence to front boundary (retrospective)

Location: Red House, Shack Lane, Blofield, NR13 4DP



(the purple line shows FP3)

10.1.1. The Parish Council comments previously submitted appear not to have been taken on board and so they are restated here again for this retrospective planning permission.

10.1.2. The application form omits FP3 as identified below and the Council would seek assurances that access to FP3 is maintained.

10.1.3. The Council have concerns that the provision of the fence could contribute towards flooding onto Shack Lane – Neighbourhood Plan Policy ENV3: Drainage - states that future development should not cause or contribute to the problem of flooding or drainage issues, or pollution.

10.1.4. The Council have concerns about the height of the fence and including visibility splays due to the narrowness of the lane.

10.1.5. The Parish Council unanimously supported the comments above and object to this planning application.

**10.2. Application: 20170691**

Single story rear extension

Location: Heath Cottage, Woodbastwick Road, Blofield, NR13 4QH

*The Parish Council have no comments on this application*

**10.3. Application: 20170823**

Variation of condition 2,8, & 10 of permission 20150229 (reposition garages and parking/turning areas)

Location: land off Doctors Road, Blofield

*The Parish Council raised the concern that the new layout may not comply with Neighbourhood Plan Policy HOU5 – whereby dwelling with 4 or more bedrooms are expected to provide at least 4 car parking spaces. The Council had no further comments.*

10.4. **Application: 20170871**

Outline application for up to five dwellings, associated access road and infrastructure with all matters reserved except means of access

Location: Blofield Lodge, Bullacebush Lane, Blofield, NR13 4SG

The Parish Council unanimously resolved to **OBJECT** to this application for the following reasons:

- The proposed dwellings are outside the settlement boundary for the village of Blofield, and the table of comparison in the planning statement is not helpful as most of the dwellings mentioned are outside the Parish. The only dwelling granted permission was for 1 unit infill on Bullacebush Lane.
- If this application is for 4+ bedroom dwellings then NP HOU 5 will request that at a minimum of 4 car parking spaces are provided for each dwelling.
- Blofield Lodge is accessed just off Plantation Road – a narrow country lane with no pedestrian footpath and is subject to the national speed limit.
- Highway Assessment – this is recommending that there is no need to install a footpath from the development to allow safe pedestrian access to the services in Blofield. This appears to contradict Neighbourhood Plan Travel Policy 1 – Local Traffic Generation, where it states “Particular regard should be made to road safety, the needs of pedestrians and cyclists, parking provision and mitigating congestion.” Therefore if this application is to be passed, provision of safe pedestrian access via a new footpath should be provided.
- Neighbourhood Plan Travel Policy 3 – Walking & Cycling states “Walking & Cycling will be encouraged. New developments will be expected to make adequate provision of crossing points, safe footpaths and cycle ways, in accordance with national planning guidelines, and local connections to existing provision and desire lines”. Therefore lack of a planned footpath again would appear to contradict this policy.
- Provision of bus stops near the site, although commendable, would be disused due to the fact that only the Konect 5A service heads to Blofield Heath along that route, coming back into Blofield the services do not use Plantation Road.
- Although Plantation Road is currently lightly trafficked, the proposed A47 improvements are likely to push more traffic onto the minor back roads and so pedestrian safety ought to be designed in at this stage – moving the 30MPH speed limit and also installation of footpath would go a long way to ensure pedestrian safety.

The Parish Council would request that if the planning department approve this planning application then they would urgently seek two conditions:

- To arrange for the 30MPH speed zone to be moved from A47 bridge to encompass the new development up to the junction of Bullacebush Lane / Plantation Road.
- To install a footpath from the new development to the services in Blofield.

10.5. **Application: 20170917**

Single story rear extension and car port conversion to integral garage

Location: 37 Danesbower Close, Blofield NR13 4LR

*The Council had no comments on this application.*

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

11.1. **Application 20161483** Amended plans

Development of a retail supermarket of no more than 2500m<sup>2</sup> up to 192 dwellings, open space and vehicular access

Land at Yarmouth Road, Postwick/Brundall

Brooms Boats and Norfolk Land Ltd

Paul Culley-Barber presented a report (Appendix 2) reviewing the Parish Council's October 2016 comments and adding /revising key points. Rob Christie proposed (seconded by Stella Shackle) the council approve this report, the parish council unanimously approved these comments. Clerk (SO) to submit the comments to BDC.

**12. TO APPROVE INVOICES FOR PAYMENT**

- 12.1. Stella Shackle proposed (seconded by Joseph Scholes) the council approve all payments totaling £4,566.82 presented for payment in Appendix 1. Clerk (SO) to issue cheques. This proposal was unanimously approved by everyone.

**13. TO NOTE THE CONTENTS OF THE INTERNAL AUDIT REPORT AND AGREE ANY NECESSARY ACTIONS**

- 13.1. The Clerk summarised the Internal Audit report. Clerk (SO) to investigate a savings account for the Parish Council and thank Pauline James.

**14. TO CONSIDER QUOTATIONS FOR THE REPOINTING OF BLOFIELD COURTHOUSE (this was brought forward from item 17 on the agenda)**

- 14.1. Standing orders were suspended to allow Mike Tetlow from the Courthouse Management Committee to provide information to the Parish Council, on the quotations he had obtained. Following some discussion Paul Culley-Barber proposed (seconded by Stella Shackle) the Parish Council approve Building Services Easton to carry out the repointing work on the Courthouse. The Council unanimously approved this proposal and agreed the work should be carried out as soon as possible. The work will most likely be carried out half in Autumn 2017 and the remainder in Spring 2018. Clerk (SO) to advise Mike Tetlow.

**15. TO RECEIVE AN UPDATE REPORT ON CURRENT PROJECTS**

- 15.1. A Churchyard footpath meeting is scheduled and the Church wall work will commence 24<sup>th</sup> July 2017 (delayed due to the ongoing Virgin work).
- 15.2. Clerk (SF) to chase the fringe project plan and chase the tree works quotations required.
- 15.3. Allotments entrance – Clerk (SF) still awaiting detail requirements from the allotment Association.
- 15.4. An Allotments Association representatives and Parish Council representatives meeting is scheduled for 4<sup>th</sup> July in the Judges Room. Clerk (SF) to contact attendees and prepare an agenda. Clerk (SF) to contact the BAA committee explaining the Parish Council request to improve the working relationship with the allotments by setting up a more formalized working party with regular meetings and terms of reference, (see meeting of 19<sup>th</sup> June 2017 7.30-8.00pm).
- 15.5. Clerk (SO) to ascertain who insures the churchyard wall.

**16. TO RECEIVE AN UPDATE ON THE PARISH WALKS POSTERS AND AGREE ANY NECESSARY ACTIONS**

- 16.1. The posters are now being installed throughout the village. Some are still awaiting NCC Highways permission. Clerk (SF) to chase.

**17. TO NOTE THE APPLICATION FOR A PHARMACY ON THE STREET IN BLOFIELD AND CONSIDER ANY NECESSARY ACTIONS**

- 17.1. The Parish Council unanimously agreed to issue a letter opposing this Pharmacy. Clerk (SF) to contact the Blofield Surgery practice manager to ascertain any key points that should be detailed in the Parish Council letter. Paul Culley-Barber to draft a response for the next Parish Council meeting in July.

**18. TO CONSIDER QUOTATIONS FOR THE REPOINTING OF BLOFIELD COURTHOUSE**

- 18.1. Agenda item considered at item 14.

**19. TO NOTE CORRESPONDENCE REGARDING STREET /FOOTPATH LIGHTING ON THE KEIR LIVING DEVELOPMENT AND AGREE ANY NECESSARY ACTIONS**

- 19.1. See item 4.2 detail on page 1. The Parish Council continue to support the Neighbourhood Plan Dark Skies Policy and following BDC comments they understand work on street lighting has stopped and they await a planning application regarding lighting from the Keir Development.

**20. TO CONSIDER PUBLICATION OF SPEED AWARENESS SIGNS DATA AND AGREE ANY NECESSARY ACTIONS**

- 20.1. Paul Culley-Barber will publish data on the website in the format proposed. Any feedback will be reviewed in 3 months. It was noted that the SAM2 sign has a small amount of damage on the side but is still working.

- 21. TO RECEIVE AN UPDATE ON SETTING UP A COMMUNITY SPEEDWATCH SCHEME AND AGREE ANY NECESSARY ACTIONS**
- 21.1. Volunteers have been gathered and applications forms submitted to the County co-ordinator. The main co-ordinator for the Parish Council is Paul-Culley-Barber.
- 22. TO RECEIVE A GOOD NEIGHBOUR SCHEME UPDATE**
- 22.1. Pat Wilson reported that there has been a drop in the number of calls but the Scheme is progressing well with a wide spread of activities being provided by volunteers.
- 23. TO RECEIVE A DEMENTIA AWARENESS CHAMPIONS UPDATE**
- 23.1. Margaret Turner will provide an update at the July meeting.
- 24. TO CONSIDER COUNCILLOR ATTENDANCE AT THE CPRE NORFOLK CAMPAIGN ALLIANCE MEETING ON WEDNESDAY 19<sup>TH</sup> JULY AT 7:15PM IN NORWICH**
- 24.1. Clerk to contact all Parish Councillors not at the meeting to see if they are able to attend. Rob Christie will attend if necessary.
- 25. TO NOTE THE REQUEST FOR GOVERNORS FOR BLOFIELD PRIMARY SCHOOL AND AGREE ANY NECESSARY ACTIONS**
- 25.1. Paul Culley-Barber advised the Council that Blofield School are in search of two new governors. Any volunteers should contact the school secretary.
- 26. TO CONSIDER WHETHER THE COUNCIL IS HAPPY TO RECEIVE ALL CONSULTATIONS ON PLANNING APPLICATIONS ELECTRONICALLY FROM BROADLAND DISTRICT COUNCIL**
- 26.1. The Parish Council feel that viewing the documents online is still very difficult. Detail on plans is unclear and difficult to see. The portal is not 100% reliable. Contentious and complicated plans (there are currently many of these) will always be needed in paper format. On balance the Parish Council felt it was better for them to continue receive all applications by post.
- 26.2. Clerk (SO) to feedback to BDC.
- 27. TO NOTE ADDITIONAL CORRESPONDENCE AND AGREE ANY NECESSARY ACTIONS**
- 27.1. No additional correspondence.
- 28. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA**
- 28.1. No additional items.
- 29. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL MEETING**
- 29.1. Monday 17<sup>th</sup> July 2017 at 7:30pm at the Courthouse. Pat Wilson sent her apologies for this meeting.
- 30. 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 (RC)**
- 30.1. The Council unanimously passed this resolution.