

Blofield Parish Council

Minutes of the Blofield Parish Council Meeting held at Blofield Courthouse on Monday 14th August 2017 at 7:30pm – 9:50pm.

PRESENT

Rob Christie, Paul Baverstock, Stella Shackle, Paul Culley-Barber, David Ward, Yvonne Burton, Nigel MacPherson, Margaret Turner, Pat Wilson and Steven Ford (Assistant Clerk).

1. Welcome and Introduction to the meeting by the Chair, Rob Christie.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**
Joseph Scholes sent apologies.
3. **TO NOTE THE RESIGNATION OF MARGARET TURNER**
 - 3.1 Mrs Margaret Turner had resigned due to family reasons with effect from 27 July. The District Council had been advised and would be in contact after the 21 August to advise if an election had been called or if the vacancy could be filled by co-option. The chairman expressed thanks for Mrs Turner's support and work for the council. It was **AGREED** that the casual vacancies would be publicised and applications from Blofield Heath would be strongly encouraged.
4. **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
 - 4.1. Rob Christie, Paul Culley-Barber, Yvonne Burton and Paul Baverstock declared a pecuniary interest in item 15. Paul Culley-Barber declared a pecuniary interest in item 27. Rob Christie also declared an interest in item 9.4.

Suspend standing orders

5. **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**
 - 5.1. Mrs S. Tetlow raised concerns regarding foul waste that had been discharged in North Street following heavy rainfall. Following a discussion on procedures that Anglian Water wished to be followed on how to report such incidents Mr David Ward said that as this was an ongoing problem he would pass the issue to the environmental Health department at the District Council to take action.
 - 4.2 A parishioner raised concerns regarding work that Virginmedia would be carrying out at Wyngates to install fibre optic cable into the street which had a brickweave surface and asked who should be contacted if problems arose and was referred to County Councillor Andrew Proctor who had reported at the last parish council meeting that he was in contact with the company regarding unsatisfactory work that had been carried out elsewhere.

Resume standing orders

6. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 17th JULY 2017**
 - 6.1. The minutes of the Parish Council Meeting held on the 17th July 2017 were unanimously approved by the council and duly signed by the chair.
7. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
 - 7.1. Mr P. Baverstock reported that he had contacted the District Council regarding street name signs who had confirmed that existing name plates would not be replaced and on new name plates

wording would be agreed with developers regarding the inclusion of the historical background to the street name.

- 7.2. Mrs Y. Burton reported that the footpath map had gone missing shortly after being erected at the Town Pit. And expressed concerns that if replaced it could disappear once more. It was **AGREED** to consider its replacement and put on the agenda for the next meeting.
- 7.3. Mr R. Christie reported that recent heavy rainfall had highlighted the flooding problems at the entrance to Heathlands. The contractor carrying out the car park improvement works had provided a quotation for incorporating drainage that would eliminate the problem and details would be brought to the next meeting for consideration of a contribution from the parish council for the cost of the drainage improvements.

8. TO RECEIVE A PLANNING UPDATE

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

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

9.1. Application: 20171101

(1) Single Storey Front Extension, (2) Demolition of Existing Garage to rear and replace with a detached double garage to front

Location: Broadmead, Woodbastwick Road, Blofield Heath, NR13 4AB

No objections. Only concern is that the garage could affect the neighbour's tree – which is a very mature and large tree. Conditions ought to be applied to prevent any accidental damage to the tree roots.

9.2. Application: 20171121

Extension to the existing office building to create a reception and serviced offices

Location: Renenergy Ltd, Woodbastwick Road, Blofield Heath, NR13 4RR

No objections other than could the access to the site be improved for visibility.

9.3. Application: 20171131

Private Motor Cross Track & change of use of agricultural land to residential curtilage (retrospective)

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

Objections. Previous comments submitted by Blofield Parish Council appear not to have been taken on board and so are restated for this retrospective planning permission

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

The moto cross element of this application appears to be at odds with Neighbourhood Plan

Objective 3: To protect and enhance the countryside, including wildlife habitats and open 3 spaces, of which Howes Meadow is explicitly mentioned in NP ENV 1 policy. Therefore, there are concerns that the pollution from the Moto Cross track would have an adverse effect of the ecology of Howes Meadow and the Whitton Run.

Section 13 of the application form has not been completed correctly as the proposal is adjacent to Howes Meadow, a site of Biodiversity and Geological Conservation.

If approved a condition should be applied to have the applicant contribute to regular testing (say 6 monthly) of the water quality in Howes Meadow and if any detrimental effect has been identified to cease operations at the Moto Cross track immediately.

Concerns about the flooding occurring on Shack Lane that has now become impassable in heavy rainfall – possibly from run off from the site and former drainage ditches being blocked.

The Council are also concerned about the noise levels of the Moto Cross Track and would wish to seek measures to control operational hour and restriction to personal use to limit the number of bikes using the track at any one time; and / or monitoring of the noise via decibel metering, similar to the constraints introduced to the High Noon Farm cross track requested by Stumpshaw Parish Council.

9.4. Application: 20171153

Erection of replacement cart shed and garage with storage above

Location: Beech House, 7 Church Road, Blofield, NR13 4NA

No objections.

9.5. **Application: 20171201**

Extension to garden room

Location: Orchard End, Doctors Road, Blofield, NR13 4LF

No objections.

9.6. **Application: 20171162**

Outline permission (with all matters reserved) for 8 bungalows with associated parking and gardens

Location: Blofield Nurseries, Hall Road, Blofield, NR13 4DB

Objections. NP HOU1 and HOU2 would welcome the application for bungalows as this would meet the local housing need where a desire for bungalows and smaller homes has been expressed.

NP HOU4 – the development is of small scale and density and appears to comply with this policy

Proposal complies with NP HOU5 – Parking which is a first!

The proposal is outside the settlement limit for Blofield Heath and places it at odds with NP ENV6 – Distinct Villages, where we seek to retain a physical separation between the settlements of Blofield, Blofield Heath and Brundall. Developments that reduce the separation of the settlements should not be permitted.

The £10,000 financial contribution towards the delivery of village entrance improvements is welcomed, but would prefer the developer to progress these enhancements as part of the development to ensure the two are delivered in tandem and conditioned accordingly.

This application is the first that I've seen that refers to our Neighbourhood Plan so extensively and is to be commended on the approach used.

Objections are based on the application being outside the settlement limit and contradicts ENV6. If passed, we would seek conditions that the developer moves the 30MPH as proposed on Woodbastwick Road and as Hall Road doesn't have a footpath to encompass the development site in a 30MPH limit on Hall Road to provide a safer pedestrian access to Blofield Heath and safer access to the development site. Further investigations into the localised flooding should be carried out to seek permanent solution to the issue.

9.7. **Application: 20171195**

Outline for 5 dwellings including associated access road and improvement within site and provision of new footway link to Blofield Village

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

The previous comments made under application 20170871 have been addressed in this new application.

The provision of a footpath from the site to the junction of Woodbastwick Road and Plantation Road is welcomed, as is the motion of moving the start of the 30MPH limit from the A47 bridge to encompass the whole of Plantation Road. As the moving of the speed limit is mentioned "if required" we would seek a condition to ensure the speed limit is moved as part of the development as it opens up other possibilities and options for the Parish Council to explore regarding the start of the 20MPH limit.

The amendments to reflect our previous concerns are welcomed but, objections due to the development being outside the settlement boundary and should one of the dwellings be affordable / social due to the proposal for up to 5 dwellings? If passed, a condition to ensure that the 30MPH speed limit is moved from the A47 bridge to the junction of Plantation Road / Bullacebush Lane to provide safer access for pedestrians / vehicles to the development site is requested.

9.8. **Application: 20171273**

Two storey side extension to existing detached chalet bungalow

Location: 38 Harker Way, Blofield Heath, NR13 4QZ

No comments.

9.9. **Application: 20171081**

1. 4 no two storey dwellings, 2. Change of use of manse to 3 no dwellings, 3. New access and associated works

Location: The Manse, Globe Lane, Blofield, NR13 4JW

This previously came to the Parish Council under application 20160979 for four 4 bedroom dwellings. The new application is for a total of 3 two bedroom dwellings and 4 three bedroom dwellings.

NP HOU1 – Local Housing Needs welcomes the 2 bedroom dwellings and 3 bedroom dwellings to provide a better housing mix, however this is then at odds with the fact that no social or affordable housing has been provided

NP HOU5 – Parking for new developments states that 2 bedroom dwellings should provide 2 parking spaces and 3 bedroom dwellings 3 parking spaces. Overall to satisfy this policy there ought to be a minimum of 18 parking spaces. The application form and block plan states only 14 will be provided. Therefore this application does not comply with the NP HOU5 policy.

NP ENV 2 Trees paragraph 2 – “Development proposals should seek to retain mature or significant trees, groups of trees or woodland on site. Where removal of a tree(s) of recognised importance is proposed, a replacement of similar amenity value should be provided on site”. Advice should be obtained from the tree officer with regard to placing TPO’s on appropriate trees.

There are further concerns re NP ENV3: Drainage. “Future developments should not cause or contribute to the problem of flooding or drainage issues, or pollution.” Globe Lane suffers from flooding due to surface water run off to the north of the site.

There are no plans for the Mission Hall conversion to 3 two bedroom dwellings – and therefore we are unable to comment on this element of the application.

9.10. **Application: 20171078**

Proposed extension, refurbishment and partial demolition of single storey element

Location: The Manse, Globe Lane, Blofield, NR13 4JW

No objections.

10. TO APPROVE NOTES REGARDING PLANNING APPLICATION 20161588 FOR THE PLANNING COMMITTEE MEETING ON 6TH SEPTEMBER 2017 AND AGREE ANY NECESSARY ACTIONS

10.1. The notes circulated were **AGREED** and Mr D. Ward volunteered to speak at the District Council’s plans committee meeting to raise the objections put forward.

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

11.1. **Application: 20171317**

Erection of single storey front extension replacing front window forward of existing property.

Location: 12 Rosemary Road, Blofield

No objections.

12. TO APPROVE INVOICES FOR PAYMENT

12.1. The Council unanimously resolved (proposed Paul Culley-Barber, seconded Paul Baverstock) to approve all payments presented for payment in Appendix 1. **Clerk (SF) to issue cheques.**

13. TO RECEIVE AN UPDATE REPORT ON CURRENT PROJECTS

Churchyard Wall

09/08/2017 Works were completed last week as planned and the compound and materials were cleared, contractor just waiting for the final piece of tarmac to be repaired before taking the last of the barriers away.

Footpath through churchyard and replacement gates

09/08/2017 No progress to report. Agreed to progress action plan for September meeting.

Churchyard tree survey and management plan

09/08/2017 Norwich Fringe say the proposed tree works would manage the work for the current year.

Courthouse: new doorway to rear garden and associated works

14/06/2017 new doors installed.

Responsibility for new community land Norfolk Homes site

09/08/2017 - The transfers of the open spaces should take place at the times below. We also need to agree who is taking on the open spaces and agree maintenance sums for the open spaces for the 10 years after transfer. On transfer of O/s 3 also pay £35,000 for the provision of play equipment.

O/S 1 Prior to occupation of plot no's 10, 11, 12 & 13

O/S 2 Prior to occupation of plot no's 49, 50, 51, 52 & 53

O/s 3 Prior to occupation of 38 dwellings.

We (Broadland DC) have gone past the 1st trigger and are getting close to the 2nd and 3rd triggers.

Allotments Entrance Improvements -

09/08/2017 Tree Consultant considering the current proposals.

To establish an unrecognized public right of way in Hillhouse Lane / Clarks Loke

09/08/2017 – No progress to report.

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

A number of signs had been erected but one by the Town Pit had gone missing leaving only the post standing. Its loss would be publicised on social media with the hope that it could be found; if not it would be reinstated with a spare sign. One business in The Street did not wish to display the map, other businesses nearby would be asked if they would display the map.

COMMUNITY SPEEDWATCH

It was agreed to add this to the list of ongoing projects, three volunteers had come forward to date.

RESIDENTS' WELCOME PACK

Mr P. Baverstock's draft would be circulated for updating and amending and he would ask housing developers if they would distribute hard copies if they were supplied. It would be published on the website when the draft had been fully compiled and edited.

14. TO NOTE THE COMPLETION OF THE CHURCHYARD WALL REPAIRS

14.1. Advice from the architect that the Churchyard Wall repairs had been completed was noted.

15. TO RECEIVE A REPORT FROM THE BLOFIELD ALLOTMENT ASSOCIATION / PARISH COUNCIL MEETING ON 4TH JULY 2017

- 15.1. It was **AGREED** to advise the BAA Chairman that the association would need to request the parish council in writing to consider providing additional allotment space when land became available to the council.
- 15.2. Concerns were expressed regarding bonfires which the allotment association considered was appropriately dealt with by allotment holders lease conditions. A copy of the lease would be brought to the next meeting for further consideration.
- 15.3. Membership of the BAA/Parish Council working group was **AGREED** and the parish council representatives would be Mrs P. Wilson, Mr N. MacPherson and Mr P. Baverstock. It was **AGREED** that the Terms of Reference would be reviewed in March 2018.

16. TO CONSIDER A QUOTATION FOR NEW CHAIRS FOR THE BLOFIELD COURTHOUSE

16.1. It was **RESOLVED** unanimously to purchase 40 chairs at a cost of £27 per chair for use in the Court House.

17. TO CONSIDER MEMBERSHIP OF COMMUNITY ACTION NORFOLK AND AGREE ANY NECESSARY ACTIONS

17.1 It was **AGREED** to request the Parish Clerk to bring a recommendation to the next meeting.

18. TO RECEIVE AN UPDATE REGARDING VERGE PARKING ON YARMOUTH ROAD

18.1. It was noted that the County Councillor Mr A. Proctor had contacted the Police and Crime Commissioner who had arranged a meeting to establish the problem of large numbers of vehicles that parked on the grass verge from Blofield Motor Company towards the village and that the

meeting had established that in the absence of parking restrictions no action whatsoever could be taken to reduce or eliminate the parking.

19. TO CONSIDER ANY LOCAL HIGHWAY IMPROVEMENTS FOR THE 2018/19 PARISH PARTNERSHIP

19.1. It was **AGREED** that Mr P. Culley-Barber would investigate costings for provision of a Trod from Heathlands to SHES on Dyes Road and upgrading the traffic lights at the King's Head to make them pedestrian friendly.

20. TO RECEIVE A REPORT FROM THE FINANCIAL WORKING PARTY REGARDING CLERK PROVISION FOR THE COUNCIL AND AGREE RECRUITMENT PROCESS AND ACTIONS

20.1. It was **AGREED** to accept the recommendations of the FWP attached as Appendix 2 and to increase the hours in line with the recommendation to 10 hours per week for the Parish Clerk and 20 hours per week for the assistant clerk. The assistant clerk wished to retire in January and their position would be advertised with a start date of no later than January 2018. It was **RESOLVED** unanimously that the FWP were authorised to appoint the new assistant clerk.

21. TO RECEIVE AN UPDATE REGARDING THE HIGHWAYS ENGLAND A47 IMPROVEMENTS PREFERRED ROUTE

21.1. Mr D. Ward advised that the details of the preferred route from Blofield to Lingwood had been announced earlier in the day. The route would adopt Option 4 which was parallel to the existing road. Little detail other than that was available at the current time.

22. TO CONSIDER COMMENTS ON THE NORFOLK STRATEGIC FRAMEWORK DOCUMENT CONSULTATION ON OBJECTIVES FOR HOUSING, EMPLOYMENT AND INFRASTRUCTURE

22.1. It was **AGREED** to refer to the plans group to consider and make recommendations to the September meeting.

23. TO NOTE A 10 WEEK ROAD CLOSURE OF A SECTION OF STRUMPSHAW ROAD (NEAR RAILWAY BRIDGE) COMMENCING 2ND OCTOBER 2017 WITH DIVERSION ROUTE THROUGH BLOFIELD

23.1. Information on the up to 10 week road closure and drainage improvements was noted.

24. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA

24.1. Update on highways including the A47 dualling.

25. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL MEETING

25.1. Monday 11th September 2017 at 7:30pm at the Courthouse

26. 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

26.1. The Council unanimously resolved to pass the resolution to exclude the press and the public for the remaining agenda items.

27. TO RECEIVE AN UPDATE ON A MEETING REGARDING LAND IN THE PARISH

27.1. A discussion took place and confidential minutes circulated to members.

28. TO RECEIVE AN UPDATE ON THE POSSIBLE PURCHASE OF LAND WITHIN THE PARISH

28.1. A discussion took place and confidential minutes circulated to members.