

Minutes of the Meeting of Poringland Parish Council
Wednesday 24th February 2016 7pm Poringland Community Centre

Present: John Ellis (Chairman)
Tim Boucher
John Henson
David Hewer
Lisa Neal
Jane Pratt
Chris Walker
Rachel McCarthy (Assistant Clerk)

Also present: 12 members of the public.

1. Apologies

Apologies for absence were received from David Gooderham, Jenny Kereama-Ellis and John Overton. County Councillor Roger Smith had also sent his apologies.

2. Declarations of Interest and Applications for Dispensation

John Henson declared a pecuniary interest in item 6a (iv) he lived next door to 42 Rosebery Avenue.

Lisa Neal declared an interest in item 6 as she was on the Planning Committee.

3. Minutes of the meeting held on 27th January 2016

The minutes of the meeting held on 27th January 2016 were **agreed**, proposed by David Hewer, seconded by Chris Walker, all in favour.

4. Matters Arising from the Minutes

a) Contractors use of Carr Lane

It was noted that various agencies had been contacted regarding contractor use of Carr Lane, all of whom had passed the message on to contractors that the official diversion should be used. Signs had been put in place stating 'no construction traffic'.

5. Public Participation

Standing orders were suspended to allow members of the public to speak, proposed by Chris Walker, seconded by David Hewer, all in favour.

A member of the public spoke with regard to planning application 2016/0034, 7 Hardesty Close and raised a concern that the gap between the boundary and his neighbouring property would not be sufficient for future maintenance. He did not feel it was grounds to object but the options on the feedback form received were only for, against or no comment. The Chairman reminded him that comments could always be made to South Norfolk Council.

A member of the public spoke with regard to planning application 2016/0271, The Fish Inn in his capacity as landlord of The Royal Oak. He expressed disappointment in being visited unannounced by a councillor on a busy Friday lunchtime to discuss the plans and that he had received no formal correspondence on the plans inviting his comment. He felt that as a

community asset the Parish Council should seek to protect the integrity of The Royal Oak which he felt would be compromised by this proposed development. He felt that the building of a restaurant would infringe upon the agreement that The Fish Inn was allocated 10 car parking spaces for waiting only and that the natural overflow would become the highway. Consequentially he requested council did not approve the plans.

Another member of the public spoke regarding the same planning application and raised concern that there would be increased parking on the highway outside her residence.

A member of the public spoke regarding planning application 2016/0334, 42 Rosebery Avenue. He distributed a photograph mock-up of the proposed extension and explained his concern that the proposed build would block his neighbouring property's natural light. He considered the proposed wall height to be intrusive and not in keeping with neighbouring properties.

A member of the public requested that council write to Norfolk County Council commending them for the recent works undertaken on the B1332/Devlin Drive Roundabout and the decision not to utilise the temporary traffic lights. Clerk to correspond.

Clerk

The same member of the public also expressed disappointment that the Anglian Water works on Shotesham Road had overrun yet no communication had been sent to local residents despite early promises of regular updates. The Chairman confirmed that Anglian Water had advised an update on progress would be issued shortly.

The same member of the public acknowledged that signs had been placed at the entrances to Carr Lane but that the overall situation was still poor.

A member of the public queried if there had been any response to his request in the last council meeting about the tax base for Poringland. The Chairman advised that correspondence had been received from South Norfolk Council late that afternoon providing the contact details for whom to contact.

The same member of the public asked if there was a map which showed the village boundaries. The Chairman confirmed that there was and that this would be sent to the member of the public.

Clerk

The same member of the public asked where the new number 40 bus service for the village would be turning. Council was not aware of any such bus service and as such could not comment.

Standing orders were reinstated.

6. Planning

Lisa Neal withdrew from the meeting.

a) Applications Received

i) 2016/0034 7 Hardesty Close: Front and side extensions and replacement

store.

John Henson had viewed the plans and visited the site. He noted that subject to adequate access for maintenance being provided at the boundary there was no reason to object to the proposal. It was noted that drainage should also be assessed with the increased roof area.

It was **agreed** to approve the application subject to sufficient access on the boundary for maintenance issues, and an assessment of the drainage and flood risk. Proposed by Tim Boucher, seconded by Jane Pratt, all in favour.

Clerk

- ii) 2016/0180 85 The Street: New two storey extension and associated landscape work.

Chris Walker had viewed the plans. He noted no planning concern with the proposed plans but advised that he had been unable to speak to any neighbours. A discussion ensued about concern for the character of the building being impeached however it was not considered sufficient cause for objection.

It was **agreed** to make no comment. Proposed by Tim Boucher, seconded by John Henson, all in favour.

Clerk

- iii) 2016/0271 The Fish Inn, 44A The Street: Change of use to mixed use of hot food takeaway / restaurant. External alterations including installation of pitched roof and new windows.

John Henson had viewed the plans and visited the site. He apologised to the member of the public for visiting at what had transpired to be an inconvenient time. He noted no direct planning concerns with the planned development but concerns were raised as to the availability of car parking spaces and consequential disruption for neighbouring highways/residents.

It was **agreed** to oppose the planning application on the grounds that current parking is inadequate and could impact on local residents. Proposed by Tim Boucher, seconded John Henson, all in favour.

Clerk

- iv) 2016/0334 42 Rosebery Avenue: Flat roof extension to the rear with porch to the side and first storey extension over the garage.

John Henson withdrew from the meeting.

John Ellis had viewed the plans and visited the site. He noted that the proposed new roof size was exceptionally high and large; cutting off light to the neighbouring property's porch and passageway. He felt the overall size was not in keeping with the area and was intrusive on the street scene.

It was **agreed** to oppose the planning application on the grounds that it was intrusive and out of keeping with the surrounding properties, that it impacted upon the rights of light of 40 Rosebery Avenue and their party walls. Comment would also be made that if approval was granted a full drainage report should be obtained. Proposed by David Hewer, seconded by Chris

Clerk

Walker, all in favour.

John Henson and Lisa Neal returned to the meeting.

- b) Permission Granted**
- i) 2015/1750 1 Hall Road: Single storey flat roofed extension to existing dwelling. **APPROVED**
- ii) 2015/1751 1 Hall Road: Erection of two storey and single storey extensions to provide self-contained annexe, pool room and toilet, plus additional garage space. **APPROVED**
- iii) 2015/2030 12 Malten Close: Proposed single storey rear extension, loft conversion including insertion of dormer to side elevation and internal and external alterations. **APPROVED**
- iv) 2015/2396 Land at Mill Close: Variation of condition 2 of permission 2013/0599 (Four new dwellings and land remediation and stabilisation works following planning application 2013/0107/F) – to amend garages for plots 2, 3 & 4 to double garaged. **APPROVED**
- v) 2015/2649 The Brambles, Heath Loke: Variation from condition 2 of planning application 2015/0041/D to reduce the size and position of the garage and site boundary moved north from existing house. **APPROVED**
- vi) 2016/0086 The Brambles, Heath Loke: Proposed new garage and porch. **APPROVED**

7. Advisory Group and Working Group Reports

a) War Memorial Working Group

A report of the War Memorial Working Group was presented. The Chairman reported that the public consultation event had been successful, with an overwhelming majority of people supporting the new design. It was suggested that relatives of the commemorated be contacted. The Chairman confirmed that this had already been done.

8. Correspondence

No correspondence received.

9. Finance

a) Receipts, Payments and Bank Reconciliation

The bank reconciliation, receipts and payments for January 2016 were presented. It was **agreed** to accept those documents, proposed by David Hewer, seconded by Chris Walker, all in favour.

- b)** It was **agreed** to pay the following accounts, proposed by David Hewer, seconded by Chris Walker, all in favour.

	Staff Salaries	£4,604.09
R McCarthy	Event Sundries	£39.00
Norfolk Pension Fund	Superannuation	£1,558.35
TalkTalk	Telephone and Broadband	£25.00

Ian Smith Group	Stationery	£33.48
SLCC Enterprises Ltd	Practitioners Conference	£273.20
Jessica Topham	Community Land Project	£1,564.65
Spring	Community Land Project	£1,727.69
FMG Consulting	Community Land Project	£600.00
Barclaycard	Various	£523.85
Norse	Carpet Cleaning	£25.00
Anglian Water	Community Centre Water	£178.00
SSE Southern Electric	Community Centre Electric	£405.30
ESPO	Community Centre Gas	£215.24
South Norfolk Council	Premises Licence	£180.00
Veolia	Waste	£56.54
Spruce Landscapes	Maintenance	£610.01
Abbey Memorials	Memorial Repairs	£2,100.00
Anglian Water	Burial Ground Water	£14.43
Harry Stebbing	Notice Board	£1,471.50
Poringland Wanderers YFC	Youth Grant	£700.00
6 Youth Council	Youth Grant	£700.00
P&FECT	Youth Grant	£700.00
Anglian Water	Water	£81.76
Accounting Solutions	Financial Advice	£120.00
Norse	War Memorial Consult Boards	£100.00
Bartlett Signs	General Signage	£52.80
C Moore	Out of Pocket Expenses	£68.00
C Moore	Petty Cash Top Up	£20.09
R McCarthy	Bar Stock / Mileage	£33.48
R Meads	Playing Field Gatekeeper	£50.00

10. Chairman's Report

The Chairman confirmed that the Community Land Project consultation was moving forward and suggested that a small working group was created to continue communications with the community. Chairman proposed the group was made of up himself, the Vice-Chairman with two others and asked for volunteers. Chris Walker and David Hewer put themselves forward; all in favour.

Clerk

The Chairman also confirmed that there was now a team in place for the Community Speedwatch, with training commencing shortly. Finally, the Chairman advised that he will be attending a Norfolk ALC meeting at South Norfolk House on Friday.

11. District Councillor's Report

Lisa Neal reported that the devolution bid had expanded to include Norfolk, Suffolk, Cambridgeshire and Peterborough and now required the election of a Mayor. The Chief Executive and Council Leader would now move the project forward.

The Mulbarton neighbourhood plan had become part of the South Norfolk Local Plan and the Early Help Hub was going well; helping over 1,700 people in 9 months.

Lisa reported a successful meeting with David Wilson Homes regarding the Heath Farm development, with representatives agreeing to keep the

community better informed.

Finally she advised that after freezing council tax for the last 7 years, following Government cuts South Norfolk Council would be implementing a 3.3% increase for next year.

12. County Councillor's Report

Roger Smith had offered his apologies and would be providing a report which would be made available at the Community Centre.

13. Welcome Home and Memorial Playing Field Trust

a) Update

John Ellis noted that the General Meeting to determine the future trusteeship of the playing field was taking place at 7pm on Wednesday 2nd March prior to a Trust Meeting on Wednesday 9th March.

14. Other Matters

a) Options for Maturing Bond

The Chairman reminded the council of a previously discussed strategy for the future to invest into more of a long term product. It was agreed to open a 2 year bond (at 1.95%) with the Julian Hodge Bank. Proposed Chris Walker, seconded John Henson, all in favour.

Clerk

b) Section 137 Donations

The Chairman reported a £500 budget for donations was available, minus the £75.00 already spent on the Remembrance Day wreath. He advised Council of which organisations had approached the council for a donation. It was agreed to pay £50.00 to the following organisations:

- Community First Responders
- Norwich Fringe Project
- Citizens Advice Bureau
- St Martin's Housing Trust
- East of England Air Ambulance
- Age UK Norfolk
- East Anglian Children's Hospice

Clerk

Proposed John Henson, seconded David Hewer, all in favour.

c) Insurance Renewal

The Chairman advised council of an addendum to Zurich's separate policy for the Parish Council and Playing Field which was circulated. It was agreed to accept the Zurich quotes and to delegate responsibility for which to the Clerk and Chairman once the decision about the Playing Field had been made. Proposed Chris Walker, seconded John Henson, all in favour.

Clerk

15. Exclusion of the Press and Public

It was **resolved** to exclude the press and public for the duration of item 15a and 15b on the agenda, as the matters related to sensitive or personal financial information, proposed by David Hewer, seconded by Chris Walker, all in favour.

- a) Coffee Shop Hire
Tim Boucher, Lisa Neal and John Ellis had attended a meeting with the respective new hirers. Tim reported that the prospective hirers had catering experience, food safety qualifications and accepted the terms and conditions as set out. It was **agreed** to offer KTeas a six month contract for the Coffee Shop hire (with a view to a 12 month contract following and with monthly meetings held) proposed by David Hewer, seconded by Chris Walker, all in favour.
- b) Correspondence from DCK Beavers Ltd
The correspondence from DCK Beavers was noted, and Council universally agreed that this was a good result.
16. **Date of next meeting: Wednesday 30th March 2016, 7pm, Poringland Community Centre.**

The meeting closed at 8.45pm.

CHAIRMAN