



# PORINGLAND PARISH COUNCIL

Poringland Community Centre, Overtons Way, Poringland, NR14 7WB

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Clerk to the Council: Mrs Faye LeBon

Chairman: Mr Tim Boucher



## NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend a meeting of Poringland Parish Council at 7pm on Wednesday 28<sup>th</sup> October 2020. The meeting will occur via video conference as permitted under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings)(England) Regulations 2020 and as recommended by national guidelines.

*Members of the public wishing to view the meeting and / or participate under item 8 should [CLICK HERE](#) or contact the clerk for a link to the meeting*

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The Business to be Transacted is as Follows:

### 1. Chairman's Welcome

### 2. To Record Apologies for Absence

### 3. To Receive Declarations of Interest

Members are invited to declare personal or pecuniary (prejudicial) interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared and no dispensation being sought or approved, the member must disclose the interest and withdraw from the meeting when the item is discussed. If any Member has made a public comment and/or reached a predetermined view prior to attending a meeting it could invalidate the Council's decision, therefore the Member concerned cannot take part in any discussion and an interest must be recorded.

### 4. To Agree Minutes of the Meeting of 30<sup>th</sup> September 2020

### 5. To Agree Minutes of the Meeting of 14<sup>th</sup> October 2020

### 6. To Agree Minutes of the Meeting of 23<sup>rd</sup> October 2020

### 7. Matters Arising from Previous Meetings Including Clerk's Report

### 8. Adjournment for Public Participation, County and District Council Reports, and Councillors with any Pecuniary Interests

- a) District Council Report (7 minutes)
- b) County Council Report (5 minutes)
- c) To Receive Presentation on Behalf of Cygnet Care Ltd Regarding Planning Application 2020/1925
- d) Public Participation (15 minutes)

### 9.Planning

- a) To Consider Applications Received
  - i) 2020/1789 – 40A The Street – Erection of flat roof single storey side extension.

- ii) 2020/1882 – Uttings Farmhouse, Saxonfields - Erection of single storey extension to outbuilding including link to main house
- iii) 2020/1925 – Land South West of Bungay Road - Demolition of existing buildings and construction of a 41 bed care home (with 10 extra care apartments on ground floor, Use Class C2) and 44 extra care lodges (All Use Class C2), together with vehicular access, landscaping and communal facilities including, restaurant, cafe, bar, gym, therapy rooms, hair salon, shop and bowls green.

b) To Note Planning Decisions

- i) 2020/1282 – 27 Howe Lane - First floor front and side extensions, including front infill extension to ground floor. **REFUSAL**
- ii) 2020/1444 – Broadlands, Brickle Road – Works to TPO Trees – **APPROVAL WITH CONDITIONS**
- iii) 2020/1426 – Land Adjacent to 11 Norwich Road - Erection of dwelling and detached garage – **APPROVAL WITH CONDITIONS**
- iv) 2020/1545 – 2 Romany Walk - Resubmission of approved application 2020/0966 - Amending the attached flat roof garage to a pitched roof detached garage **APPROVAL WITH CONDITIONS**
- v) 2020/1058 – 4 Sunnyside Avenue - Demolition of existing dwelling and erection of new single storey house with pitched roof. **APPROVAL WITH CONDITIONS**
- vi) 2020/1445 – Land West of 6 Caistor Lane - Variation of condition 2 of 2019/2498 - to relocate the entrance door to the front of the property and fenestration change. **APPROVAL WITH CONDITIONS**
- vii) 2019/2209 – Land North of Shotesham Road - Erection of 15no. dwellings and office accommodation, with associated access, parking and play space provision. **APPROVAL WITH CONDITIONS**

## 10. Correspondence and Consultations

- a) To Consider Government Consultation 'Planning for the Future' (deadline 29<sup>th</sup> October).
- b) To Consider Government Consultation on Managing Pavement Parking (deadline 22<sup>nd</sup> November)
- c) To Consider Response to Norfolk County Council Boundary Divisions Consultation
- d) To Nominate a Representative to Norfolk ALC Co-operative
- e) To Nominate Trustees to the Sand and Gravel Trust

## 11. Open Spaces

- a) To Consider Request from David Wilson Homes to Maintain 2no. Dog Bins on Clements Gate
- b) To Receive Update Report on Transfer of Community Land Project

## 12. To Receive Parish Council Update on Covid-19 Crisis

## 13. To Review Complaints Policy

## 14. Finance

- a) To Receive Receipts, Payments and Bank Reconciliation for September 2020
- b) To Receive Update Report on Grounds Maintenance Contracts and Agree Further Actions
- c) Accounts for Payment
  - i. To Agree Accounts for Payment
  - ii. To Agree Accounts for Payment (Councillors with Pecuniary Interests)

## **15 Advisory and Working Groups**

- a) Neighbourhood Plan
  - i. To Receive Update on Poringland Neighbourhood Plan Second Examination
- b) Playing Fields
  - i. To Consider Recommendations for Progression with Men's Shed Project

## **16. To Receive Update on Christmas Event**

## **17. To Receive Proposal to Close the Meeting for Item 18 Under Section 1 Para 2 of the Public Bodies (Admissions to Meetings) Act 1960 due to it Covering Terms and Conditions of Employment and Confidential HR Matters**

## **18. To Receive Update Report into HR Matters**

## **19. To Note Date of Next Parish Council Meeting**

Wednesday 25<sup>th</sup> November 2020, 7pm. By video conference unless otherwise advised

*Dated 22<sup>nd</sup> October 2020*

Clerk: *Faye LeBon*

Minutes of the Meeting of Poringland Parish Council  
Wednesday 30<sup>th</sup> September 2020 7pm  
Meeting Held by Video Conference

**In Attendance**

Tim Boucher (Chairman)

John Henson

David Hewer

John Hodgson

John Joyce

Peter Lowndes-Burt

Lisa Neal

John Overton

Carl Pitelen

Trevor Spruce

Chris Walker

Faye LeBon (Parish Clerk) and Allison Haines (Assistant Clerk)

**Also in Attendance:**

Also in attendance was Vic Thomson (County Councillor) and five members of the public.

**1. Chairman's Welcome**

Tim Boucher welcomed everyone to the second meeting of the Parish Council in September, and advised that there is opportunity for the public to make comment and ask questions under item 6c.

**2. To Record Apologies for Absence**

All councillors were in attendance.

### 3. Declarations of Interest and Applications for Dispensation

Lisa Neal declared an interest in item 7(a), as a member of South Norfolk Council's Development Management Committee.

Trevor Spruce declared an interest in item 11 (b) and 11 (c)(ii).

John Hodgson declared an interest in item 11 (c)(ii).

### 4. To Agree Minutes of the Meeting Held on 2<sup>nd</sup> September 2020

After the amendment of a typographical error, the minutes of the meeting held on 2<sup>nd</sup> September 2020 were agreed after a proposal by David Hower and a second by Chris Walker.

### 5. Matters Arising from the Minutes of 2<sup>nd</sup> September, Including Clerk's Report

The Clerk's report had been previously circulated. It detailed:

- **Telephone Box:** The refurbishment of the phone box is almost complete. John Hodgson is liaising with the electrician to install the defibrillator.
- **A146/B1332 Stacking Survey:** This survey is ready to be released at an appropriate time when traffic movements can be deemed as 'normal'.
- **Assets of Community Value:** All applications for assets of community value have been agreed by South Norfolk Council (the Library, the Royal Oak, Zaks, the Village Hall, the Dove).
- **'Penelope' The Python:** The Clerk reported that an A2 sign for 'Penelope' would cost £74+VAT and provided councillors with a draft. It was agreed to proceed with the sign purchase.
- **Tree Warden Commemoration:** The Clerk and the tree warden have met and agreed on a location on the site near the lagoon for a copper beech. The tree warden is considering the wording for the plaque. It is recommended that the tree be planted in October.
- **Parish Partnership Scheme:** The Clerk is liaising with the highways engineer over prices for a village gateway to the south of the village.
- **Informal Football Equipment:** This is due to be delivered and installed on 6<sup>th</sup> October.
- **Fiveways Roundabout:** Framingham Earl Parish Council has been advised that the trigger has been hit for the developer to release the £12,000 to Norfolk County Council for improvements to the roundabout. The old preferred design has been located, but the Clerk raised concerns over the shingle which would likely end up on the road. Norfolk County Council Developer Services are due to contact the Clerk to discuss the constraints on design. Queries were raised on maintenance of the

roundabout. The Clerk advised that the roundabout is currently maintained by the Parish Council under the delegated verge agreement from Norfolk County Council.

Further to discussions last month regarding a potential land purchase, Tim Boucher proposed that no further action be taken due to the land value being greater than was originally quoted, and lack of commitment from the seller to provide the Parish Council with an option to purchase. This was seconded by John Joyce and carried.

## **6. Adjournment for Public Participation, District and County Councillors, and Councillors with any Pecuniary Interests**

It was agreed that standing orders should be suspended.

### a) District Council Report

Cllr Neal reported that South Norfolk and Broadland councils were in the process of aligning their planning enforcement policies.

The first draft of plans for the dualling for the A47 between Easton and North Tuddenham has been received and will be considered.

The Covid-19 discretionary grants fund had now closed. It is likely that the fund had been oversubscribed and difficult decisions may have to be made. £756,000 has been received from central government to distribute to residents suffering financial hardship as a result of Covid-19. Those receiving council tax support will be able to have their bills reduced further.

Originally South Norfolk Council had planned for a two year budget, but had changed this to one year on the basis of changing circumstances.

Norfolk is no longer deemed as an area of concern with regards to Covid-19, but residents should not become complacent.

South Norfolk Council has agreed its response to the government's planning white papers. Cllr Neal urged the Parish Council to consider the impact of the papers on Neighbourhood Plans, and whether they would all be deemed as out of date if the government's changes are approved.

The white paper on devolution in Norfolk was expected, but has now been delayed.

## b) County Council Report

Cllr Thomson had sent a full report to the Parish Council. Information submitted included:

- The creation of 'Police Connect' where subscribers can receive information from the police by email, text or telephone, based on their local area.
- There is currently a consultation for the improvement of St Stephen's Street in Norwich.
- As part of the sustainable transport agenda, the use of electric scooters in Norwich.
- The consultation for changes in ward boundaries (it is proposed that Poringland remains in the Henstead ward).
- Norfolk's response to the Covid-19 outbreak at Banham Poultry helped to decrease the infection rate from 18.3 per 100,000 to 12 per 100,000.

He advised that caution had to be taken with designs for the Fiveways roundabout, because the roundabout is high on approach from every road and too much additional height would reduce visibility.

He had received a query about highway safety with regards to the B1332/Devlin Drive roundabout since the brick paving had been removed as part of the resurfacing works. He confirmed that this type of 'offset' roundabout would not be an approved design now, but was at the time it was constructed by the developer. However, the signage was not as clear as it could be southbound and this can potentially be addressed. There had only been one recorded incident at this roundabout so it was reasonably safe. Tim Boucher queried whether there was only one previous incident because of the brick paving.

He had reviewed the sharp turning on Rectory Lane / Ugate as a result of recent accidents and it had been agreed to paint 'SLOW' in the road.

He had arranged for the gullies on The Street to be jetted, and he, Cllr Spruce and the Clerk will be meeting on 1<sup>st</sup> October to discuss the recent flooding incidents on Boundary Way.

The entrance to the village via Shotesham Road was being reviewed as the speed limit goes from National Speed limit to 20mph, which is very unusual. Trevor Spruce suggested and additional village gateway in this area may help slow traffic down. Cllr Thomson advised that research into the effect of village gateways on speed reduction is positive. Peter Lowndes-Burt suggested the use of countdown signs to the 20mph zone. Cllr Thomson will look into this.

John Joyce and Cllr Thomson have been working with a local resident to improve broadband speeds to 138 properties served by an Open Reach cabinet that only has a copper network, rather than fibre. It was agreed that the Parish Council can provide practical support for this project.

#### c) Public Participation

A member of the public noted that pedestrians were restricted from walking on the pavements around Trafalgar Square due to cars parking on the pavements. The Clerk advised that the Parish Council does not have the power to stop this. The police can take enforcement action over dangerous parking, but are rarely sufficiently resourced to make this a priority. However, there is a current government consultation regarding parking on pavements and making this illegal in the same way that it is in London. The Parish Council will be responding to this prior to the deadline of 22<sup>nd</sup> November.

A member of the public raised the matter about the tree that was subsiding on the footpath at Ugate. The clerk advised it had been reported to Norfolk County Council and will be chased.

*Standing orders were reinstated.*

*Lisa Neal Left the Meeting for Section 7(a)*

### **7. Planning**

#### a. To Consider Applications Received

*i. 2020/1058 – 4 Sunnyside Avenue – Demolition of Existing Dwelling and Erection of a New Single Storey House with Pitched Roof.*

John Hodgson presented this application, and advised that it was the same application as was previously supported by the Parish Council, with the exception that there is to be a full demolition of the existing property, rather than a partial demolition. He proposed that the Parish Council should retain its support for this proposal. This was seconded by John Joyce and carried.

*ii. 2020/1659 – 29 Shotesham Road – Single Storey Side Extension with Vehicular Access*

Tim Boucher presented this application. He noted that the vehicular access is opposite the entrance to Bellamy Way, however planning conditions had been proposed by Norfolk



County Council highways in relation to the access. It was also noted that the vehicular access is onto a 20mph road. Tim Boucher proposed that there should be no objections to this application, seconded by Chris Walker and carried.

*iii. 2020/1682 – 31 Shotesham Road - Single Storey Side and Rear Extension*

Tim Boucher presented this application. He noted that the proposal does not interfere with the privacy of the neighbouring property, and it does not create a new access. It will create a different roofline to the neighbouring property. John Henson raised concerns about the change in street scene. John Joyce felt it was not a strong enough of an inconsistency to object to the application. Tim Boucher proposed that there should be no objections to this application, seconded by John Joyce and carried.

*iv. 2020/1689 – Land to the East of Overtons Way – Construction of 9 New Residential Dwelling Units, to Include 1 Retail Unit Facing North Towards Existing Retail and Commercial Units*

Carl Pitelen presented this application. He read out the reasons that the planning inspectorate had dismissed the previous appeal against refusal of permission, and then showed the site layout of the current proposal and the previous proposal. There had been no changes in the application which would satisfy the concerns of the planning inspectorate. Not only this, but the site would be more overcrowded than previously proposed.

With regards to the retail unit, there was no space allocated for deliveries to the unit and there was insufficient parking for the residential units.

John Hodgson raised concerns about the 'canyon' effect on Devlin Drive that the residential units would cause.

John Henson noted that plots 4-6 had frontages right onto the pavement. This was inconsistent with the rest of the village, with the exception of properties at the end of Rectory Lane, and therefore out of character. He also noted that the properties will be built on top of a French drain that was installed to reduce surface water from Budgens, which is built on top of a spring.

Tim Boucher raised concerns about the amount of hard landscaping.

The Clerk raised inconsistencies with the emerging Neighbourhood Plan, which included bin storage areas being proposed to the front of the properties, meaning bin lorries would have to stop between the two roundabouts and the removal of existing boundary hedges. It could also be argued that there were insufficient garden areas.

John Joyce raised that the applicant had raised concerns about viability for retail premises in the area, and would therefore have no choice but contribute to residential development.

Tim Boucher suggested that the applicant is only considering retail premises and not all commercial opportunities.

Carl Pitelen proposed that the Parish Council objects to this application, seconded by John Henson and carried.

*Lisa Neal Rejoined the Meeting*

#### b. To Note Planning Decisions

The following decisions were noted:

- i) 2020/1123 – Land South of Hillside – (T1) Poplar remove large limb overhanging property to pollard point 1-2m out from main stem and remove 2-3 small limbs below new pollard point back to stem. – **APPROVAL WITH CONDITIONS**

### **8. Correspondence and Consultations**

#### a) To Consider Actions Regarding Complaints About Local Prescription Dispensing Services

Lisa Neal provided a background into why NHS England had not permitted a license for a second pharmacy in the village in 2018. Despite the Parish Council being supportive, other pharmacies, and indeed the two doctors' surgeries had objected. Contact has been retained with the applicant and they are still keen to open a pharmacy in Poringland.

A discussion occurred about whether this was a local problem, or a national political problem which only allows doctors to dispense if the patient lives over a mile from the nearest chemist. A second chemist would reduce the number of properties that the doctors could dispense to, and therefore reduce income which is being spent on other medical services.

Other matters discussed were the aging population of Poringland and the inability of some of the demographic to use internet based dispensing services.

It was agreed that the Clerk is to work with the District Councillors on this matter and speak to the doctors' surgeries to find out if they would still retain their objections if a second pharmacy was proposed for Poringland.

b) To Agree Nomination for Trustee to the Poringland Fuel Allotment Trust

The Clerk reported that according to the Fuel Allotment Trust constitution, the Parish Council should nominate two trustees for a term that lasts 4 years. The term for Alison Randall had expired and the Parish Council should now nominate again, however Mrs Randall had expressed an interest in continuing for a further four years. David Hower proposed that Alison Randall should be a Parish Council nominated representative for a further four year term, seconded by Chris Walker and carried.

c) To Consider Government Consultation 'Changes to the Current Planning System' (deadline 1st October).

John Henson presented a draft response to the 35 questions posed by the government under this consultation. These were under the headings 'The standard method for assessing housing numbers in strategic plans', 'delivery of first homes', 'supporting small and medium sized developers' and 'extension of the planning in principle consent regime'.

Subject to minor amendments and the addition of raising that the government makes no reference to the accessibility of mortgage finance, this document was accepted after a proposal from Trevor Spruce and a second from Chris Walker.

d) To Consider Government Consultation 'Planning for the Future (deadline 29<sup>th</sup> October).

John Henson and the Clerk have started drafting a response and the Clerk will send to councillors for comment in due course. An updated document will be included in the agenda pack for the meeting of 28<sup>th</sup> October.

e) To Consider Government Consultation on Managing Pavement Parking (deadline 22<sup>nd</sup> November)

Councillors are to send initial comments to the Clerk. The Clerk will provide a draft response in the agenda pack for the meeting of 28<sup>th</sup> October.

## **9. Open Space**

### **a) To Consider Transfer Document for the Community Woodland and Southern Lagoon**

The transfer document had been received from the Parish Council's solicitor just prior to the meeting. Whilst the Parish Council's solicitor had raised no concerns to the transfer, it was agreed that councillors should have sufficient time to review the documents. However, councillors did not wish to delay the transfer until the next meeting. Lisa Neal proposed that the Parish Council agree the transfer, subject to councillors being given 2 weeks to review the documents and send any comments or concerns to the Clerk. Seconded by Trevor Spruce and carried.

### **b) To Consider the Planting of Bulbs in Public Spaces**

A budget was requested for the purchase of spring bulbs. Members of the public have taken an interest in assisting with bulb planting and areas such as around the community centre pond and on Mulberry Park have been identified as possible areas for planting. Members should also consider the purchase of bluebell and snowdrop bulbs for the community woodland.

A member of the public has requested permission to plant bulbs on the slopes of the Rosebery Park lagoon, and permission has been sought for this from Big Sky Developments. They are supportive and have offered to contribute to the cost of the bulbs.

It was agreed to budget £700 for bulbs, but commuted sums for the relevant areas should be used where possible. It was also agreed to ask if Big Sky would contribute £300 towards the project.

### **c) To Consider Agreement to Receive Transfer of Play Areas at Clements Gate**

The Clerk reported that the Parish Council had been contacted by David Wilson Homes with regards to the possibility of transferring the play areas on the development to the Parish Council. The District Council's policy is not to take on play areas, and should the Parish Council not wish to take on the areas, it will be passed to a management company. The commuted sums would be £13,598.10 for the equipped space and £73,382.40 for the Older children's and adults recreational space. These calculations are in line with South Norfolk Council's SPD.

Trevor Spruce advised that if the Parish Council does not take this on the residents of David Wilson Homes will be treated differently from residents of other areas of the village where the Parish Council has taken on the play areas.

David Hower proposed that the Parish Council should accept the transfer of these play areas, seconded by Trevor Spruce and carried.

#### d) To Receive Update Report on Community Land Project

The Clerk provided a report on the Community Land Project, as part of the transfer of s106 lands from Norfolk Homes. Norfolk Homes had provided a plan of all lands to be transferred under the s106 agreement. It is proposed to transfer all these lands under one parcel. The gift land will be transferred at a later date as planning permission is required on this area for the levelling works, and South Norfolk Council has requested further survey works. Norfolk Homes has offered to take out an indemnity insurance to indemnify the Parish Council against any adversities resulting from the surveys on the gift land.

It was agreed in principle to commence with the transfer of the s106 lands, as soon as the community woodland and southern lagoon transfer has been completed. Norfolk Homes has agreed to pay for the Parish Council's legal fees in the matter.

#### **10) To Receive Parish Council Update on Covid-19 Crisis**

The Clerk reported that the community centre has started to accept evening bookings, taking into account the 10pm curfew. This is within the current caretaking capacity.

Other recent guidance changes that affect the community buildings is:

- Guidance specifies that “from 24 September, organised indoor sport and indoor exercise classes can continue to take place with larger [than 6] numbers present, provided groups of more than six do not mix”. Therefore, all classes can continue in their present form.
- The staff exemption from wearing face coverings in the communal areas of the community buildings has been removed. Staff were already adhering to this, prior to the guidance being updated.
- Both the pavilion and community centre have been registered with test and trace and QR codes obtained.
- Times when staff are in the building(s) are now being recorded.
- The guidance regarding table service has now been made clear and that is ‘In licensed premises, food and drink must be ordered from, and served at, a table.’

Despite the fact that the community centre is not serving alcohol, it is still licensed premises, therefore ordering will need to be done at the table.

- There will be an effect on furlough from 1<sup>st</sup> November.

## 11. Finance

### a) To Receive Receipts, Payments and Bank Reconciliation for August 2020

The receipts, payments and bank reconciliation for August 2020 were noted by council.

*Trevor Spruce Disconnected from the Meeting*

### b) To Receive Update on Ground Maintenance Contracts and Agree Further Actions

The Clerk reported that both contractors of concern had completed works towards the fulfilment of their contracts since the last meeting. There was no reason to withhold this months payment, but not sufficient works completed to pay the retained amount. This was agreed by members.

### c) Accounts for Payment

#### *i) To Agree Accounts for Payment*

Chris Walker proposed that the following accounts should be paid, seconded by David Hewer and carried.

Payee	Description	Amount
Staff Salaries and other Contractual Employment Payments (including payments to HMRC and Norfolk Pension fund)		£12,443.59
BT	Landline and Broadband	£92.39
L. Gooderham	Mileage	£17.60
Viking Direct	Stationery /Café Stock	£81.36
Viking direct	Office Desk	£232.80
Total Gas and Power	Community Centre Electricity	£631.00
ESPO	Community Centre Gas	£50.78
World Pay	Card Charges	£6.06
CGM	Grounds Maintenance	£981.43
Vortex	Grounds Maintenance	£587.00
Garden Guardian	Grounds Maintenance	£836.20

Payee	Description	Amount
Barclaycard	Various	£375.74
Veolia	Waste Removal	£76.94
Faye LeBon	Café Stock & office equipment	£113.97
Pitkin & Ruddock	Repair to Air conditioning	£241.50
Wave	Water Rates	£157.07
Unity Bank	Quarterly bank charges	£7.70
Hugh Crane	Cleaning Consumables	£61.62
Nisbetts	Kitchen items	£44.37
OPCC	Shed rental 19-20	£240.00
Cooks Blinds and Shutters	Maintenance of shutters	£328.80
UK DMO	Public Works Loan	£4,356.63
Faye LeBon	Petty Cash Top Up	£65.61
Wave	Community Centre Water Rates	£19.45
JS Gannon	Repairs to Victory Park Play Area	£265.00
JS Gannon	Repair to community centre door	£70.00
Rialtas	VAT MTD Fee	£70.80
Name Withheld	Car Boot Sale Refund	£1.00
Name Withheld	Car Boot Sale Refund	£7.00
Name Withheld	Car Boot Sale Refund	£8.00
Name Withheld	Car Boot Sale Refund	£15.00
Name Withheld	Car Boot Sale Refund	£7.00
Name Withheld	Whitney refund	£10.00
Name Withheld	Craft Fair Refund	£10.00
Name Withheld	Community centre hire refund	£72.00
	<b>TOTAL</b>	<b>£22,585.41</b>

*John Hodgson Disconnected from the Meeting*

*ii) To Agree Accounts for Payment (Councillors with Pecuniary Interests)*

Chris Walker proposed that the following accounts for payment be accepted, seconded by David Hower and carried.

Payee	Description	Amount
Spruce Landscapes	Installation of Dog Bin	£72.00
Spruce Landscapes	Repair of Bench	£60.00
Mr J. Hodgson	Café Expenditure	£183.58
Mr J. Hodgson	Refund of community centre hire	£27.50
	<b>TOTAL</b>	<b>£343.08</b>

*Trevor Spruce and John Hodgson Re-joined the Meeting*

d) To Agree Donation to RBL for Poppy Wreath

Tim Boucher proposed that the Parish Council should donate the same as in 2019, seconded by Chris Walker and carried.

e) To Appoint Internal Auditor to Review 2020/2021 Accounts

The Clerk recommended the Parish Council appoints Auditing Solutions on the grounds of their support during the previous annual audits. Lisa Neal proposed that Auditing Solutions to be reappointed, seconded by David Hower and carried.

## **12. Advisory and Working Groups**

a) Neighbourhood Plan

John Henson reported that the Examiner for the examination of Policy 2 has been appointed and examination has commenced. The Parish Council has been given the opportunity to comment on the responses received in the consultation. All responses were positive, with the exception of Gladman Developments. The Parish Council's response to Gladman's comments had been circulated to council and then forwarded to the examiner.



### c) Playing Field

#### *i) To Receive Update on the Possibility of a Men's Shed on the Playing Field*

After discussions with Fields in Trust, their solicitors have advised that they are sympathetic to the cause of the Men's Shed and have requested a formal application for a structure on the playing field be submitted. This has been done as the Trustees are meeting on 1st October. This does not commit the Trust to building anything, it just, if successful, releases the covenant for the building of a structure.

#### *ii) To Consider Improvements to CCTV*

Three quotes were presented for the repairs and upgrade to the CCTV at the playing field (also incorporating additional works at the community centre). It was noted that the playing field has additional income of £500 which was previously not budgeted for, which can be put towards this project. It was agreed after a proposal from Lisa Neal and a second from David Hwer to award the works to The Alarm Company.

#### *iii) To Consider Principle of Installing a BT Open Reach Cabinet on Playing Field Land*

The Clerk reported that the Trust has been approached by Intouch Systems who have been given funding by the Government's Education Department to deliver Ultra-Fast Fibre connectivity to Poringland Primary School and are looking for a suitable location for a roadside cabinet.

As there is no appropriate highway location, they would like to put a cabinet on the Trust's land. In return they would offer a free of charge Ultra-Fast broadband connection to the pavilion. They would site the box in consultation with the Trust and it is possible this could be placed close to the fence line. An application to Fields In Trust would have to be made, but it has been suggested that this would be supported.

John Henson proposed that the proposal from Intouch be accepted, seconded by David Hwer and carried.

### **13. To Discuss Christmas Event**

It was agreed that the Parish Council will pay for the material costs of creating a 'sleigh' which can be driven through the village.

A Christmas event in a similar format as was held last year is not possible as the Parish Council cannot be seen to be encouraging social gatherings.

It was suggested that there could be a live feed when the lights are turned on the Christmas Tree.

A Christmas lunch for lonely and vulnerable people was considered. Assistance could be sought from local business to pay for the meal, and volunteer help would be sought for serving. This would have to be risk assessed and could proceed, but only with caution and within prevailing government guidelines.

The Clerk raised the possibility of a feature in the grounds of the community centre. Further information should be supplied to councillors prior to progressing with this.

**14. To Receive Proposal to Close the Meeting for Item 15 Under Section 1 Para 2 of the Public Bodies (Admissions to Meetings) Act 1960 as the subject matter deals with terms and conditions of employment.**

It was agreed that the meeting should be closed to the public. The public left the meeting.

**15. To Consider Recommendations from HR Advisory Group**

Recommendations were made by the HR Advisory Group covering the agreed national pay increase, staffing for the café, an update on the agreed staffing restructure and acknowledgement for works during the Covid-19 lockdown.

**16. To Note Date of Next Parish Council Meeting.**

This was noted as Wednesday 28<sup>th</sup> October, commencing at 7pm by video conference.

The meeting closed at 10.10pm

**CHAIRMAN**

Minutes of the Meeting of Poringland Parish Council  
Wednesday 14<sup>th</sup> October 2020 7pm  
Meeting Held by Video Conference

**In Attendance**

Tim Boucher (Chairman)

John Henson

David Hewer

John Hodgson

John Joyce

Peter Lowndes-Burt

Lisa Neal

John Overton

Carl Pitelen

Trevor Spruce

Faye LeBon (Parish Clerk) and Allison Haines (Assistant Clerk)

**1. To Record Apologies for Absence**

Apologies were accepted from Chris Walker.

**2. Declarations of Interest and Applications for Dispensation**

None declared.

**3. Adjournment for Public Participation, District and County Councillors, and Councillors with any Pecuniary Interests**

No matters raised

**4. To Receive Proposal to Close the Meeting for Item 15 Under Section 1 Para 2 of the Public Bodies (Admissions to Meetings) Act 1960 as the subject matter deals with terms and conditions of employment and confidential HR Matters.**

It was agreed that the meeting should be closed to the public.

## **5. To Consider HR Matters Raised to the Council**

The following was agreed by council:

- 1) The appointment of a cleaning contractor on a rolling month on month contract.
- 2) Administrative cover for the Parish Council
- 3) A response to HR correspondence

The meeting closed at 9.45pm

**CHAIRMAN**

DRAFT

**Clerk's Update on Matters Raised at Previous Meetings**

The following matters have been raised at previous meetings, and updates are noted below for information. This document does not include matters within the agenda.

- **Telephone Box.** The box has been refurbished. All that is required now is the installation of the defibrillator. **ONGOING**
- **Assets of Community Value.** All assets of community value applications have been agreed by South Norfolk Council (the Library, the Royal Oak, Zaks, the Village Hall, the Dove). **Completed**
- **'Penelope' The Python.** The signage for Penelope has been ordered and will be installed in due course. **ONGOING**
- **Tree Warden Scheme Commemoration.** The Copper Beech has been purchased and planted. The associated plaque has been ordered. **ONGOING**
- **Parish Partnership Scheme.** Further information and prices are being sought about a village gateway to the south of the village, and enquiries are being made of a gateway via Shotesham Road. **ONGOING**
- **Informal Football Equipment.** This has been installed. **PROJECT COMPLETE**
- **Fiveways Roundabout.** Framingham Earl Parish Council has been in contact with regards to setting up a working group to agree a new design for the roundabout.
- **Local Pharmacy.** The two doctors' surgeries have been written to and asked whether they would reconsider their previous objections to a second pharmacy in the village.
- **CCTV.** The contract has been awarded for the CCTV improvements and the associated paperwork completed. A start date for works is awaited.
- **Play Areas at Clements Gate.** David Wilson Homes are in the process of reviewing their options as a result of the commuted sums that they will have to pay under South Norfolk Council's SPD.
- **Bulbs.** £300 has been received as a kind donation from Big Sky Developments towards some bulbs for the Rosebery Park area. Permission has been received from Norfolk Homes to plant bulbs in the woodland as the transfer has yet to be completed. The first working party has been arranged for the 24<sup>th</sup> October.
- **Subsiding Tree on BR6.** Norfolk County Council has yet to attend to the tree but the Clerk has visited it and placed a significant amount of weight on it. The tree showed no sign of collapse.

**Faye LeBon**

**Clerk to the Council, 21<sup>st</sup> October 2020**

**Q1. What three words do you associate most with the planning system in England?**

Developer-led

Antiquated

Remote

**Q2(a). Do you get involved with planning decisions in your local area? [Yes / No]**

Yes

**Q2 (b). If no, why?**

n/a

**Q3. Our proposals will make it much easier to access plans and contribute your views to planning decisions. How would you like to find out about plans and planning proposals in the future?[Social media / Online news / Newspaper / By post / Other – please specify]**

Distinct lack of clarity around this question.

Agree that proposals will make it easier to access plans, but only for a certain demographic. Areas of concern would be:

- Rural areas whereby high speed broadband is not available. Norfolk still has a considerable number of 'not spots'.
- Some members of society may not have the technical understanding or equipment to access. The ONS UK Internet Users 2019 notes that only 78% of disabled adults use the internet. In addition to this, 83% of those aged 65-74 used the internet and only 47% of those aged 75 and over.

<https://www.ons.gov.uk/businessindustryandtrade/itandinternetindustry/bulletins/internetusers/2019>

Therefore, creating a democratic deficit.

Lack of clarity on contributing views to planning decisions. This question, and indeed the proposal, suggests that the views will be on the decision (as already made). Views on the decision hold no weight and cannot change the decision. Is there a value to a view on a decision that has already been made and cannot be changed?

Plans and planning proposals could be emailed directly to recipient. It would be useful to have a social media feed as well to see strength of feeling on plans, but social media feeds can be 'hit and miss' depending on the app's algorithms so there may be a possibility of missing information. As the

government has no control over social media, this would be a useful addition to other methods of communication, but not as an alternative. And it is imperative that the 22% of disabled people, 17% of people aged 65-74 and 53% of those aged 75 and over do not miss out on information.

**Q4. What are your top three priorities for planning in your local area? [Building homes for young people / building homes for the homeless / Protection of green spaces / The environment, biodiversity and action on climate change / Increasing the affordability of housing / The design of new homes and places / Supporting the high street / Supporting the local economy / More or better local infrastructure / Protection of existing heritage buildings or areas / Other – please specify]**

- Planning for sustainable communities, giving equal weight to the three elements of sustainability (economic, social and environmental).
- Infrastructure that is in place prior to any development that will put pressure upon it.
- Strengthening enforcement to include the full implementation of planning consents.

**Q5. Do you agree that Local Plans should be simplified in line with our proposals? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that LPA should designate land for development, rather than start with developers putting land forward. However, the proposal is too simplistic. For example, the proposal for the 'Growth' area is that plans would receive outline permission, but areas of flood risk would be excluded. The majority of the parish of Poringland is in Flood Zone 1 and therefore, on paper, development presents no flood risk to Poringland. However local knowledge will attest to significant flood risk to the local area due to being located on a perched water table. Existing local policies cover these local anomalies, such as the [Poringland Urban Drainage Strategy](#). How would this local information feed into the categorisation of land? The proposal also notes that '[areas of] other important constraints' would be excluded. What are these constraints and, again, how will local knowledge feed into the categorisation of land?

**Q6. Do you agree with our proposals for streamlining the development management content of Local Plans, and setting out general development management policies nationally? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that Local Plans should not just repeat policies in the NPPF. This has been a principle of Neighbourhood Planning since inception, so there is no reason why this should be an issue for Local Plans. But Local Plans (and Neighbourhood Plans) are there to add value to the NPPF and a reflection of the local area they cover.

Concerned that there will be very limited 'local' thought to development. With the NPPF determining more development standards, development in Norfolk, a prolific rural area of England, would be standardised with developments in conurbations.

Grave concerns that Neighbourhood Plans will be restricted to a 'design guide' and the proposal is of offence to local people who have worked hard and provided their local expertise to create Neighbourhood Plans.

Object to this proposal as it is against the government's agenda on Localism:



*'For too long, central government has hoarded and concentrated power. Trying to improve people's lives by imposing decisions, setting targets and demanding inspections from Whitehall simply doesn't work. It creates bureaucracy. It leaves no room for adaptation to reflect local circumstances or innovation to deliver services more effectively and at lower cost. And it leaves people feeling 'done to' and imposed upon - the very opposite of the sense of participation and involvement on which a healthy democracy thrives'*

*Rt Hon Greg Clark MP, Minister of State for Decentralisation*

*A plain English guide to the Localism Act*

*Department for Communities and Local Government – November 2011*

This proposal will cause the bureaucracy as described above, and will certainly leave people feeling 'done to' and imposed upon.

Further objection to the proposal as it does not address the matter of land banking and the delivery of homes. Streamlining processes will not ensure delivery.

**7a) Do you agree with our proposals to replace existing legal and policy tests for Local Plans with a consolidated test of "sustainable development", which would include consideration of environmental impact? [Yes / No / Not sure. Please provide supporting statement.]**

Cannot agree to this without seeing details of the test of sustainable development.

Sustainable development has always been the consideration of environmental, social and economic impact of development, however they have rarely been given equal weight. Priority has always been given to economic sustainability with little thought to the environmental or social sustainability. So many plans have been passed on the basis that the build provides employment and the residents will support local services. There must be equal weight for all three elements of sustainability.

**7(b). How could strategic, cross-boundary issues be best planned for in the absence of a formal Duty to Cooperate?**

Strategic, cross-boundary issues cannot be planned for without a Duty to Cooperate. The Duty to Cooperate, as detailed in s110 of the Localism Act 2011, is very clear, that an LPA should act 'constructively, actively and on an ongoing basis' when preparing development plan documents. This is another example of the government wishing to go back on its localism agenda.

We believe that the duty to co-operate should be strengthened to include all boundaries including those of parishes where it can be proven that the development in one parish will adversely affect the infrastructure in another.

**8(a). Do you agree that a standard method for establishing housing requirements (that takes into account constraints) should be introduced? [Yes / No / Not sure. Please provide supporting statement.]**

There is no point having a method for calculating housing requirement, if there is not a method for ensuring housing deliverability. It doesn't matter what the housing requirement figure is if the need will not be delivered because of land banking or intentional delay. Any method for calculating housing requirement needs to have reference to the housing waiting list.

**8(b). Do you agree that affordability and the extent of existing urban areas are appropriate indicators of the quantity of development to be accommodated? [Yes / No / Not sure. Please provide supporting statement.]**

These indicators are too simplistic and are not appropriate. Affordability will be affected by demand and demand can only be satisfied by the availability of a supply. When land banking is allowed to continue then affordability will be artificially affected because demand cannot be satisfied, therefore affordability will always be controlled by the volume developers.

There is also no mention of the availability of mortgage finance. A simple calculation of price vs income will not prove affordability if there is not a field of available, and affordable, mortgage finance.

**9(a). Do you agree that there should be automatic outline permission for areas for substantial development (Growth areas) with faster routes for detailed consent? [Yes / No / Not sure. Please provide supporting statement.]**

No. Developments within growth areas should be subject to consultation and public scrutiny. The fact that substantial development is being proposed should merit it being subject to public scrutiny.

This proposal will only benefit the volume house builders, who already have control of the market.

**9(b). Do you agree with our proposals above for the consent arrangements for Renewal and Protected areas? [Yes / No / Not sure. Please provide supporting statement.]**

For Renewal areas, there seems to be little difference between this and growth areas. For example, a new permission route would grant automatic consent in certain circumstances, which is barely different from plans in growth areas having automatic permission. Again, applications should be subject to a period of consultation and public scrutiny prior to a decision being made, so Poringland Parish Council objects to proposals for Renewal areas.

For protected areas, the government proposes to retain consultation and public scrutiny, therefore Poringland Parish Council agrees to the proposal for areas of Protection.

**9(c). Do you think there is a case for allowing new settlements to be brought forward under the Nationally Significant Infrastructure Projects regime? [Yes / No / Not sure. Please provide supporting statement.]**

New settlements should be determined locally and not by the Planning Inspectorate and the Secretary of State. However, it is imperative that the Local Planning Authority has the relevant expertise to deal with such sizable application. An officer(s) at a local planning authority should be suitably qualified (in the same way a Parish Council has to have a suitably qualified officer to utilise the General Power of Wellbeing) or support for the Local Planning Authority should be provided at National Level. However, the front loading of consultation under a Development Consent Order,

prior to an application being submitted is an appealing one, so it would be useful to apply this consultation principle to plans for new settlements.

New settlements also have benefits in the form of ensuring that developers provide infrastructure prior to homes.

**10. Do you agree with our proposals to make decision-making faster and more certain? [Yes / No / Not sure. Please provide supporting statement.]**

Faster does not necessarily mean more certain. Poringland Parish Council would not object to the digitalisation of planning applications. This would be useful in the validation process, whereby there can often be some time between submission and validation. It also agrees that the digitalisation of plans should make it easier for local communities to access and understand the planning application. However, the government should be mindful that access to digitalised information should be accessible to all. As detailed previously, areas of concern would be:

- Rural areas whereby high speed broadband is not available. Norfolk still has a considerable number of 'not spots'.
- Some members of society may not have the technical understanding or equipment to access. The ONS UK Internet Users 2019 notes that only 78% of disabled adults use the internet. In addition to this, 83% of those aged 65-74 used the internet and only 47% of those aged 75 and over.

<https://www.ons.gov.uk/businessindustryandtrade/itandinternetindustry/bulletins/internetusers/2019>

Also agree that information on planning decisions and developer contributions should be open and easily accessible.

However, the Parish Council fails to see how a national data standard for smaller applications would support applications in areas of local anomalies, such as those with Neighbourhood Plans.

The Parish Council also has grave concerns about the 'clear incentive' for planning authorities to determine applications on time. Whilst no firm decision has been made on this matter, the examples provided in the White Paper appear to be a 'stick' for Local Planning Authorities to be beaten with, rather than a 'carrot' to incentivise. A 'fast' decision is likely to lead to a poor decision, and poor planning decisions impact communities in perpetuity. Tight deadlines will also impact upon the ability of Parish Councils, the democratically elected body at grass roots level, to respond to applications.

**Question 11. Do you agree with our proposals for accessible, web-based Local Plans? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that proposals for Local Plans should be made more accessible via websites, however websites should not be the exclusive way of promoting local plan proposals. This is for the reasons detailed in Q3, and also to account for the different learning styles used by different people. Not all people understand information comprehensively by reading from a screen. This digitalisation should be utilised using software that is not cost prohibitive for the user. The software should be freely

available and should not require the user to upgrade to a costly operating system to facilitate their viewing. Any decision should not make information available to just the young and IT literate, and leave out the old and poor.

**Question 12. Do you agree with our proposals for a 30 month statutory timescale for the production of Local Plans? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that Local Plans take too long to bring into force and a 30 month statutory timescale would be beneficial and should be reviewed every five years to reflect changing circumstances (or less than five years for significant changes in circumstances). Also agree that Local Authorities should be given the opportunity to present exceptional circumstances in the case of government intervention.

If the government wishes Local Authorities to bring Local Plans into force sooner, then it must provide Local Authorities with the resources to do so. Asking Local Authorities to work quicker without providing them with the resources to do so is likely to lead to a poor quality document which would be open to challenge and lead to poor quality development.

Alternative Option 1: Do not agree with the removal of the 'right to be heard' in the interest of local democracy.

Alternative Option 2: Do not agree with the removal of examination completely in favour of a Local Authority 'self assessment'. This removes impartiality from the plan.

**Question 13(a). Do you agree that Neighbourhood Plans should be retained in the reformed planning system? [Yes / No / Not sure. Please provide supporting statement.]**

Strongly agree that Neighbourhood Plans should be retained but gravely concerned that the suggestion is that they should be 'dumbed down' to just reflect design. Neighbourhood Planning groups combine local knowledge with expertise (whether obtained from the Local Planning Authority or from a professional contractor) to create an all encompassing plan for a local area.

*'Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. They are able to choose where they want new homes, shops and offices to be built, have their say on what those new buildings should look like and what infrastructure should be provided, and grant planning permission for the new buildings they want to see go ahead'*

*Neighbourhood Planning: Guidance*

*What is Neighbourhood Planning*

*Ministry of Housing, Communities and Local Government*

*(Accessed 27<sup>th</sup> September 2020)*

To only allow local people to control the design of developments would be a much reduced role that has been previously granted.

**13(b). How can the neighbourhood planning process be developed to meet our objectives, such as in the use of digital tools and reflecting community preferences about design?**

Neighbourhood Planning already has the ability to reflect community preferences about design.

Poringland Parish Council supports the use of digital tools in Neighbourhood Plan, however would need technical support (perhaps through Locality) to assist in the digitalisation. Cost of technology should not be prohibitive to provision. Poringland Parish Council would also insist that digitalisation is not exclusive, so as to preclude the 22% of disabled adults, 17% of persons aged between 65 and 74 and 53% of adults aged 75 and over who do not use the internet. It should be noted that there are more people over 75 that do not use the internet, compared to those who do.

**Question 14. Do you agree there should be a stronger emphasis on the build out of developments? And if so, what further measures would you support? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that there should be stronger emphasis on the build out of developments, but to do this the government must address the volume house builders using development land as an investment rather than a place for homes to be built.

Poringland Parish Council would not support any proposal to increase the build out of developments that would:

- a) Cause strain on existing infrastructure
- b) Not contribute infrastructure in the mitigation of development
- c) Cause rushed, low quality housing.

**15. What do you think about the design of new development that has happened recently in your area? [Not sure or indifferent / Beautiful and/or well-designed / Ugly and/ or poorly-designed / There hasn't been any / Other – please specify]**

There has been a variety of design in Poringland. Designs from Norfolk Homes (an SME builder) have been well thought out and sympathetic to the community.

Contrary to this, designs from Bennett Homes which were deemed as 'contemporary interpretation of rural buildings' by the Local Planning Authority have been regularly described by local people as being akin to slaughterhouses.

Other designs, particularly by volume house builders, show no consideration for the locality where they are built. They are of a standard design and could be located on a development by this same house builder, anywhere in the country.

**16. Sustainability is at the heart of our proposals. What is your priority for sustainability in your area? [Less reliance on cars / More green and open spaces / Energy efficiency of new buildings / More trees / Other – please specify]**

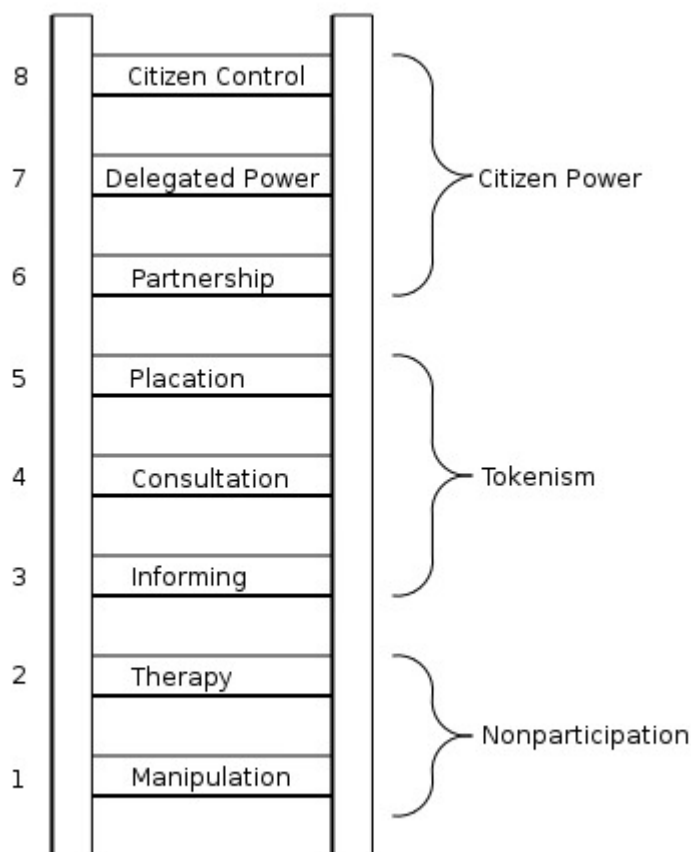
The priority would be for the three elements of sustainability, economic, social and environmental, to be given equal weight. For far too long developments have been passed on 'sustainability' which only includes the economic benefit of employment for the limited term of the development and the

economic contribution to services that new residents will make. Social, and in particular environmental sustainability, have always been the poor cousins of economic sustainability and this balance must be addressed.

**17. Do you agree with our proposals for improving the production and use of design guides and codes? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that the local community should be involved in design and agree with the suggestion that the more community involvement can be demonstrated, the more weight a design guide should be given. Poringland Parish Council supports community involvement through Neighbourhood Planning groups but raises concerns about community engagement via applicants. Too many planning proposals have been brought forward stating 'community engagement' when all the applicant has done is attended a Parish Council meeting, told parishioners what the development is going to consist of, and not taken on board any feedback.

Consideration should be given to Arnstein's Ladder of Citizen Participation, whereby weight should be given where citizen power can be evidenced rather than just tokenism and nonparticipation:



*Arnstein, Sherry R. "A Ladder of Citizen Participation," Journal of the American Planning Association, Vol. 35, No. 4, July 1969, pp. 216-224*

Poringland Parish Council raises concerns that the National Design Guide, National Model Design Code and the revised Manual for Streets will erode the Localism agenda that the previous Conservative Government was so proactive with.

**18. Do you agree that we should establish a new body to support design coding and building better places, and that each authority should have a chief officer for design and place-making? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that a new body should be established to support design coding and building better places. This body should be accessible by Parish Councils/Neighbourhood Planning Groups which wish to be proactive in the design of their local communities. Agree that each authority should have a chief officer for design and place-making and part of their role should be the support of Parish Councils and Neighbourhood Planning groups.

Concerned that there is no absolute assessment of 'beauty' and how 'beauty' will ultimately be recognised. Different cultures have different ways of community living and any assessment will need to ensure that all cultural ways of living are supported.

**19. Do you agree with our proposal to consider how design might be given greater emphasis in the strategic objectives for Homes England? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that Homes England should give greater priority to design quality and environmental standards. Their work should include how to implement these priorities innovatively without increasing house prices so that only the wealthy can afford properties of good design and environmental standards.

**20. Do you agree with our proposals for implementing a fast-track for beauty? [Yes / No / Not sure. Please provide supporting statement.]**

Poringland Parish Council agrees that schemes which are demonstrably sustainable and comply with local design guides and codes have a positive advantage and greater certainty about their prospects of swift approval. But this should be balanced against all other parts of the application.

Poringland Parish Council agrees that in areas of growth, a masterplan and site specific code should be a condition of permission in principle and MUST (not 'should', as detailed in the proposal) be in place prior to detailed proposals coming forward.

Poringland Parish Council strongly disagrees that permitted development should be changed to enable 'popular and replicable forms of development'. If a development in Norfolk looks the same as a development in Yorkshire, which looks the same as a development in Cornwall, it takes away local character. We do not want uniformity, we want strong design that reflects our local environment.

**21. When new development happens in your area, what is your priority for what comes with it? [More affordable housing / More or better infrastructure (such as transport, schools, health provision) / Design of new buildings / More shops and/or employment space / Green space / Don't know / Other – please specify]**

Our priorities are that all elements of sustainability (economic, social and environmental) are given equal weight.

It is also imperative that infrastructure is in place prior to development taking place. As a result of uncontrolled development, Poringland has been subject to insufficient school places, insufficient childcare opportunities, access to health provision, extensive traffic problems to Norwich (the main area of employment) and other poor service provision (eg: chemist).

Design is also important, where social housing is indistinguishable from privately owned dwellings.

**22(a). Should the Government replace the Community Infrastructure Levy and Section 106 planning obligations with a new consolidated Infrastructure Levy, which is charged as a fixed proportion of development value above a set threshold? [Yes / No / Not sure. Please provide supporting statement.]**

Section 106 has its uses and is essential to ensure that developer contributions are spent on a specific infrastructure purpose. However, for far too long, s106 agreements have been agreed behind closed doors, with no transparency, and no engagement with the local communities that the relevant development effects. These s106 agreements are open to negotiation with the developer and enforcement of these agreements is often a service which lack priority with Local Authorities.

Concerns are raised that a value based minimum threshold, as the value of a development will vary greatly across the country (or even across a county).

Clarity is required about the payment being made 'on occupation'. If the development is a large one and IL is based upon the final value of the development, how does the LA know what the final value of the development is until it has been completed? Will IL be payable on occupation of the final dwelling, or be drip-fed when each house is occupied?

And if IL is not payable until final occupation, contributions for infrastructure improvement could be many years away from the first occupation of the development.

**22(b). Should the Infrastructure Levy rates be set nationally at a single rate, set nationally at an area-specific rate, or set locally? [Nationally at a single rate / Nationally at an area-specific rate / Locally]**

Cannot see how a rate can be set nationally, with so many regional variations. This should be set locally with local knowledge.

**22(c). Should the Infrastructure Levy aim to capture the same amount of value overall, or more value, to support greater investment in infrastructure, affordable housing and local communities? [Same amount overall / More value / Less value / Not sure. Please provide supporting statement.]**

Agree that the value based charge should apply to all classes of development, as residents in all classes of development utilise the local infrastructure. Agree that the value based charge would be both more effective at capturing increases in value and would be more sensitive to economic downturns.

The proposals for IL are for it to be potentially used to offset precept. Poringland Parish Council strongly disagrees with this, as it risks being used politically. Furthermore, IL should be paid in the area where infrastructure is to be provided or improved, in mitigation of that specific development.



There is no mention of viability matters for house builders. Could the government confirm that this method would eradicate the argument of viability for house builders?

**22(d). Should we allow local authorities to borrow against the Infrastructure Levy, to support infrastructure delivery in their area? [Yes / No / Not sure. Please provide supporting statement.]**

Local Authorities should be allowed to borrow against IL to allow infrastructure to be in place prior to the development commencing. However, there should be a cast iron test of deliverability from the relevant house builder to guarantee the build. If the Local Authority borrows against the development, and the land is banked by the house builder, this will leave the Local Authority very vulnerable.

**23. Do you agree that the scope of the reformed Infrastructure Levy should capture changes of use through permitted development rights? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that IL should be extended to include changes of use (eg: office to residential) even when there is no additional floorspace. This is because there will be greater infrastructure requirements for residential usage (eg: footpaths, access to schools and services).

**24(a). Do you agree that we should aim to secure at least the same amount of affordable housing under the Infrastructure Levy, and as much on-site affordable provision, as at present? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that at least the same amount of affordable housing, and as much onsite provision, should be secured under IL. This should be at least the amount in the Local Plan, and not be open to viability arguments. We say 'at least' because of the existence of the housing waiting list. If more affordable housing is provided, then the waiting list will be reduced.

**24(b). Should affordable housing be secured as in-kind payment towards the Infrastructure Levy, or as a 'right to purchase' at discounted rates for local authorities? [Yes / No / Not sure. Please provide supporting statement.]**

Affordable housing should be secured as an in-kind payment towards IL, as long as it can be demonstrated by the developer that the affordable housing has been built to no lesser standard than the market housing.

**24(c). If an in-kind delivery approach is taken, should we mitigate against local authority overpayment risk? [Yes / No / Not sure. Please provide supporting statement.]**

The government should mitigate against an overpayment risk by the Local Authority, and against a lesser quality development risk. Developers should not be able to argue viability. If the scheme isn't viable, then they should not be submitting an application for the development.

**24(d). If an in-kind delivery approach is taken, are there additional steps that would need to be taken to support affordable housing quality? [Yes / No / Not sure. Please provide supporting statement.]**

Yes. This is already long overdue, with many developers taking the opportunity to cut corners on affordable housing,

**25. Should local authorities have fewer restrictions over how they spend the Infrastructure Levy? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that LAs should have fewer restrictions, but IL MUST be spent on infrastructure. The suggestion that it should be used to reduce council tax is a dangerous one and risks being used as a political weapon, particularly at the time of an election.

There should also be consideration for cross parish IL, where one parish provides the majority of the infrastructure but a neighbouring parish has the development which would put pressure on the existing infrastructure.

**25(a). If yes, should an affordable housing 'ring-fence' be developed? [Yes / No / Not sure. Please provide supporting statement.]**

Agree that affordable housing should be ring fenced, but again, all IL should be spent on infrastructure.

**26. Do you have any views on the potential impact of the proposals raised in this consultation on people with protected characteristics as defined in section 149 of the Equality Act 2010?**

Concerned that exclusively digitalising planning information would discriminate against elderly people and disabled people, as detailed in the evidence under Q3.

Whilst not a protected characteristic, the exclusive digitalisation of planning information would discriminate against people living in rural areas where high speed broadband is not available.

## **PAVEMENT PARKING – OPTIONS FOR CHANGE**

The government is reviewing 3 options to help address parking on pavements. These are:

### **Option 1: to rely on improvements to the existing Traffic Regulation Order (TRO) system**

The combination of a TRO with the necessary traffic signs and road markings creates a pavement parking restriction, which local authorities with Civil Parking Enforcement (CPE) powers can enforce against by issuing a Penalty Charge Notice (PCN). Parking enforcement remains the responsibility of the police where a local authority does not have CPE powers.

### **Option 2: to allow local authorities with CPE powers to enforce against ‘Unnecessary obstruction of the pavement’**

The offence of unnecessary obstruction of the highway, i.e. the road, verges, pavement, bridleways etc. already exists; although this is only enforceable by the police as a criminal matter.

Option 2 proposes to allow local authorities with CPE powers to enforce unnecessary obstruction as a civil matter, by issuing PCNs to vehicles found to be causing an ‘unnecessary obstruction of the pavement’. This would be achieved by splitting the ‘pavement’ from ‘road’ in regulation 103 of the Road Vehicles (Construction and Use) Regulations 1986 and thus obstructing the road would be a criminal offence, and obstruction of the pavement a civil one.

This option would also include exceptions, for example, breakdown or emergency service vehicles; highway maintenance vehicles; utility maintenance vehicles; or where it can be proved that a vehicle had been used for loading and unloading goods (for up to 20 minutes, or longer if the authority permits it).

It is acknowledged that the concept of ‘unnecessary obstruction’ is inherently vague. To help mitigate this, we could recommend in guidance to local authorities that their schemes provide for the use of warning notices on the first occasion an individual vehicle is identified as causing an obstruction.

### **Option 3: a national pavement parking prohibition**

Option 3 would in effect extend the existing London-wide pavement parking prohibition. This option would require changes to primary legislation to prohibit pavement parking by default, except at locations where local authorities decide to allow it. This could be done as a general default prohibition across England, or defined in certain circumstances (for example urban areas).

The existing London pavement parking prohibition allows for London councils to introduce exemptions by passing administrative resolutions (for example for narrow streets where pavement parking is essential to ensure traffic flows and to prevent vehicle displacement where there is nowhere else to park).

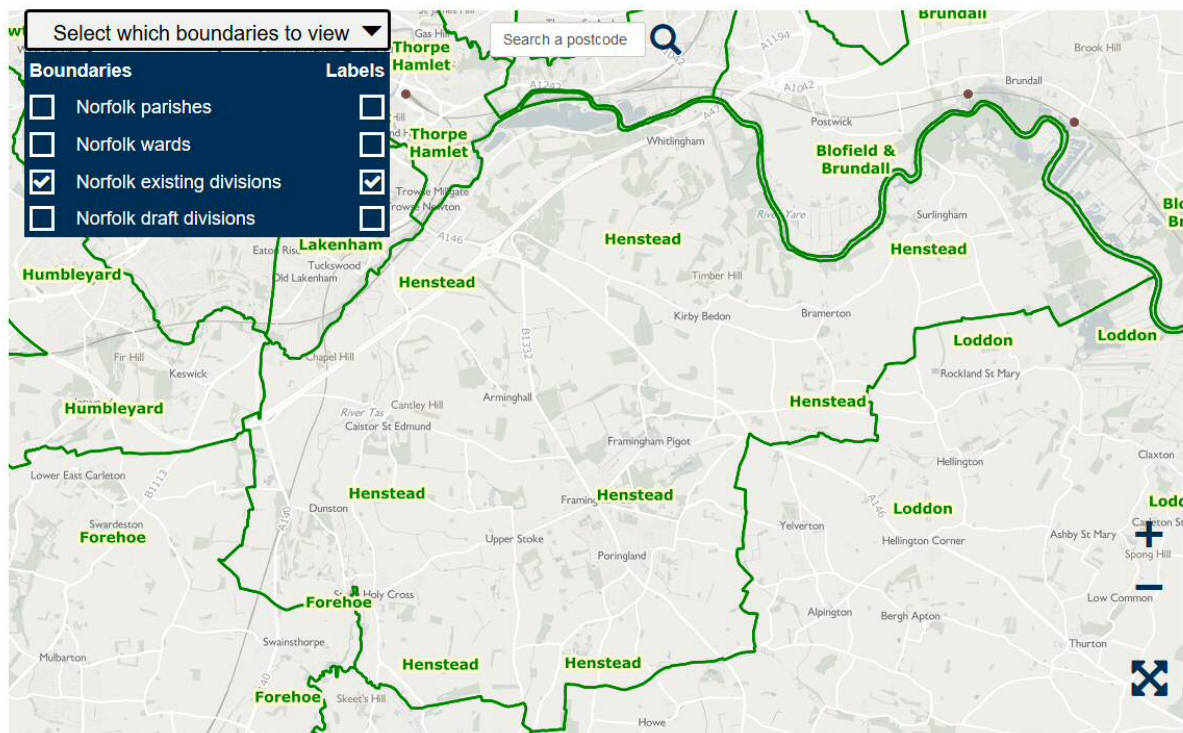
Local authorities would be expected to decide where pavement parking remained necessary and to introduce the necessary exemptions and to place traffic signs and bay markings to indicate where pavement parking is permitted. The bay could be placed completely on the pavement where there is sufficient width, or ('part on / part off' as below):



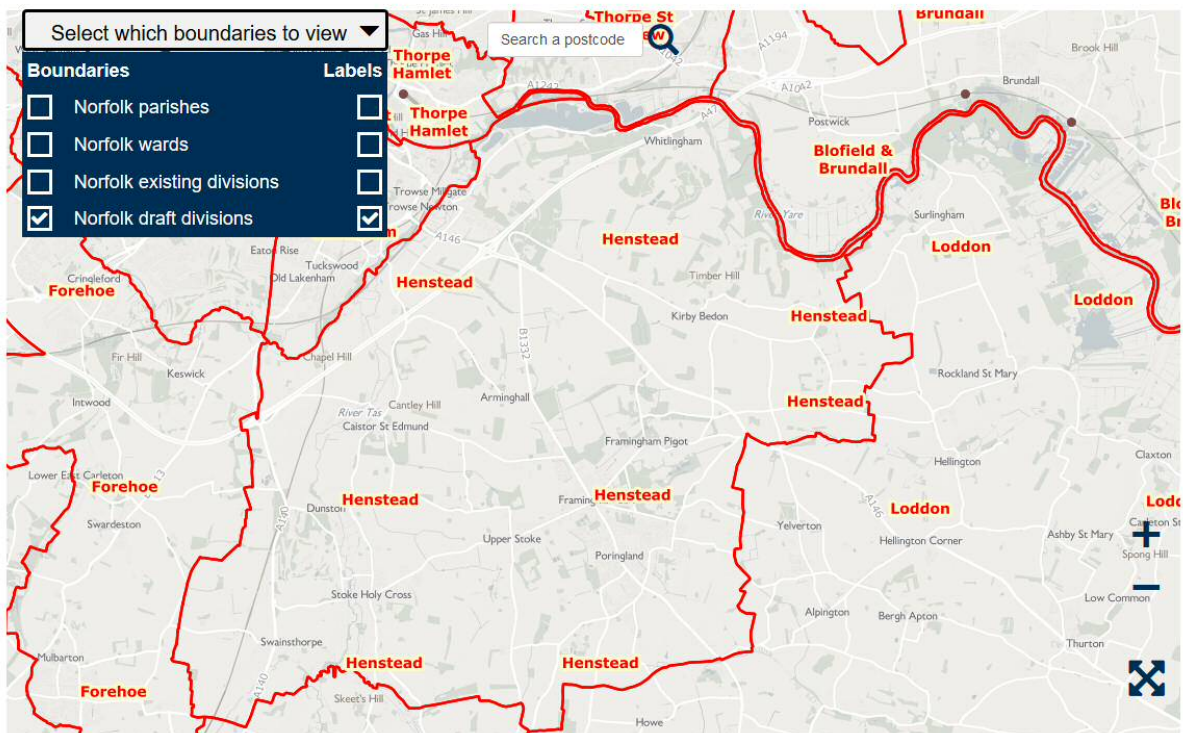
Could members please consider if they prefer any of these three options, or consider an alternative option.

## Norfolk County Council Boundary Divisions Review

### Existing Henstead Division



### Proposed Henstead Division





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Poringland Parish Council

Bank - Cash and Investment Reconciliation as at 30 September 2020

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<u>Confirmed Bank &amp; Investment Balances</u>		
<u>Bank Statement Balances</u>		
30/06/2018	Barclays Current	0.00
30/09/2020	Unity Trust	141,904.07
30/06/2020	Hodge Bank	22,000.00
30/06/2002	Nationwide Instant Access	121,831.03
30/06/2020	CCLA	40,000.00
30/06/2020	Cambridge & Counties 120 Day	78,009.52
30/06/2020	Charity Bank	85,000.00
30/06/2020	Hampshire Trust Bond 1	55,000.00
30/06/2020	Santander Bond 1	60,417.92
30/06/2020	United Trust	50,000.00
30/06/2020	Unity Trust Deposit	146,211.53
		800,374.07
<u>Other Cash &amp; Bank Balances</u>		
		550.00
		800,924.07
<u>Unpresented Payments</u>		
		15,026.59
		785,897.48
<u>Receipts not on Bank Statement</u>		
		155.80
Closing Balance		786,053.28
<u>All Cash &amp; Bank Accounts</u>		
1	Current	127,033.28
2	Bonds & Savings	658,470.00
Other Cash & Bank Balances		550.00
Total Cash & Bank Balances		786,053.28

[illegible]