



PORINGLAND PARISH COUNCIL

Poringland Community Centre, Overtons Way, Poringland, Norfolk, NR14 7WB
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Clerk to the Council: Mrs Catherine Moore BSc FILCM
Vice 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 21st September 2016 at Poringland Community Centre.

The business to be transacted at the meeting is as follows:-

- 1. Vice Chairman's Announcement**
- 2. To sign the attendance register and to consider apologies for absence**
- 3. Minutes of the meeting held 24th August 2016**
- 4. Declarations of interest for items on the agenda and applications for dispensations**
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.
- 5. Adjournment for Public Participation (15 minutes total)**
- 6. Planning**
 - a. Applications Received
 - i. 2016/1918 2 Critoph Close: Retrospective application for fencing.
- 7. Discussion with Debbie Lorimer regarding Tax Base in Poringland**
- 8. Date of next Parish Council meeting: Wednesday 28th September 2016, 7pm, Poringland Community Centre**

Dated the 15th September 2016

Clerk.....

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

Present: David Gooderham
John Henson
David Hewer
John Overton
Catherine Moore (Parish Clerk)

Also present: 4 members of the public.

1. Election of Chairman

In the absence of the Chairman and Vice Chairman, John Henson was elected to chair the meeting, proposed by David Hewer, seconded by David Gooderham, all in favour.

Prior to commencement of the agenda, John Henson asked the Clerk to send a card to John Ellis and Jenny Kereama-Ellis expressing that the Council's thoughts were with them during their time of illness.

Clerk

2. Apologies

Apologies for absence were received and accepted from Tim Boucher, John Ellis, Jenny Kereama-Ellis, James Landshoft, Lisa Neal and Chris Walker, proposed by David Hewer, seconded by David Gooderham, all in favour.

3. Declarations of Interest and Applications for Dispensation

John Henson declared an interest in item 5a(v) as the neighbour of the applicant.

John Overton declared an interest in all planning applications as South Norfolk Councillor statutory consultee.

David Hewer declared an interest in item 5a(ii) as a near neighbour.

4. Minutes of the meeting held on 27th July 2016

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

5. Public Participation

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

John Henson, as a member of the public, noted that he had discussed the application for 42 Rosebery Avenue with his neighbour and an acceptable outcome had been reached with regard to his concerns. He felt that the extension should be on the same footprint as the existing and that the eaves height should be no higher than at present.

A member of the public commented on the application for 18 dwellings north of Heath Loke. He noted that the development sat immediately outside his garden. He noted that the application site was outside the development boundary and therefore contrary to Policy PR4 of the Local Plan. Concern was expressed that development would continue further into the agricultural fields. The application stated that the site was encircled by development

which was not correct. The site was the headway of the River Chet and concern was expressed that the river would have to be crossed for access and utilities. The land flooded during periods of rain and formed a surface river. The application stated that trees would not be removed however the arboricultural assessment and site plan suggested that a large number of mature trees would be removed. Concern was expressed that boundary treatments were not defined in the application.

A member of the public expressed concern about the same application, noting that it would overlook Tubby Drive. Concern was expressed that Tubby Drive would become a rat run.

Standing orders were reinstated.

6. Planning

a) Applications Received

i) 2016/1627 Land north of Heath Loke: Erection of 18 dwellings with access and all other matters reserved.

David Gooderham had viewed the plans and visited the site. He felt that there was little to commend the application, which was outside the development boundary with no flood or water management plans submitted. The application would add traffic to the area, and there were potential issues of ground contamination.

It was noted that South Norfolk Council did not consider the right to a view to be a material planning consideration, and that the five year housing supply needed to be met. Concern was expressed that utilities would have to be sited under the river.

It was **agreed** to object to the application on the basis that it was contrary to the Local Plan policies relating to development boundaries; it would exacerbate the problems well known and documented within the Poringland Urban Drainage Strategy; the application on a practical level would include the removal of a quantity of mature trees, which was not reflected within the application form; the site would significantly overlook the properties in Tubby Drive; the proposed site was an overcrowded ribbon development, contrary to South Norfolk planning policy; concern regarding getting services to site, through the Norfolk Homes development and then under the River Chet; and lack of definition around site access. It was felt that the application lacked clarity and firm proposals needed to be submitted for the concerns raised before the application could be properly considered. Proposed by David Hewer, seconded by David Gooderham, all in favour.

Clerk

ii) 2016/1697 3 Meadow Way: Two storey side extension.

John Henson had viewed the plans. He felt that the application would take the garage down to 9 feet long and that it was out of character and intrusive on the street scene. It was noted that the nearest neighbours had no objections, and that the proposal had been replicated in other properties in Meadow Way and Alder Close.

It was **agreed** to support the application provided it was erected as per the

Clerk

submitted plans. Proposed by John Overton, seconded by David Gooderham, all in favour.

- iii) 2016/1768 Holly Bank, Heath Loke: Erect two storey extension and demolish part of garage.

David Gooderham had viewed the plans and visited the site. He noted that the neighbour at Romberg was not happy with the proposal feeling that it would overlook into that property. The windows would be better placed at the back of the extension, however it was understood that an application for a new dwelling was likely for the site behind.

It was **agreed** to object to the application on the basis that it overlooked the neighbouring property; the size of the extension was too large in relation to the neighbouring properties; hedges and trees would need to be removed to achieve the proposal, which was not detailed within the application; the area was a high priority within the Poringland Urban Drainage Strategy and no detail had been submitted regarding the disposal of surface water run off. Proposed by David Gooderham, seconded by David Hewer, all in favour.

Clerk

- iv) 2016/1776 63 Rectory Lane: Single storey side and rear extension.

David Hewer had viewed the plans and visited the site. It was noted that the proposal did not overlook the neighbour as there was a large hedge on the boundary. There were no objections from neighbours.

It was **agreed** to support the application. Proposed by David Hewer, seconded by John Overton, all in favour.

Clerk

*John Henson declared a pecuniary interest in the next application and withdrew from the Chair. It was **agreed** to elect David Hewer as Chairman for the duration of item 5a(v), proposed by David Gooderham, seconded by John Overton, all in favour.*

- v) 2016/1784 42 Rosebery Avenue: Single storey side and two storey rear extensions.

David Hewer had viewed the plans and visited the site. It was noted that previously the Council had objected to proposals for an extension, however this application addressed the concerns raised. The height of the side had been reduced to an acceptable level.

It was **agreed** to support the application subject to stipulating that the height and footprint must be as per the submitted drawings. Proposed by David Gooderham, seconded by John Overton, all in favour.

Clerk

John Henson returned to the meeting and resumed the Chair.

- vi) 2016/1874 4 St Marys Road: First floor extension to provide en-suite off bedroom.

It was noted that the properties in St Marys Road were half-chalet bungalows,

and that the applicant wished to add a pitched roof extension.

It was **agreed** to support the application. Proposed by David Hewer, seconded by David Gooderham, all in favour.

Clerk

vii) 2016/1859 33 St Marys Road: Single storey side extension.

It was **agreed** to make no comments on the application. Proposed by David Hewer, seconded by David Gooderham, all in favour.

Clerk

A further application had been received after publication of the agenda, and it was felt that it was in the greater interest to consider the application in public.

viii) 2016/1956 35 St Marys Road: Construct 2no. dormer extensions.

It was noted that an application for Certificate of Lawfulness for permitted development had been refused.

It was **agreed** to make no comments on the application. Proposed by David Gooderham, seconded by David Hewer, all in favour.

Clerk

b) Permission Granted

i) 2016/1177 11 Elizabeth Road: Single storey pitched roof rear and side extension with first floor extension to the front. **APPROVED**

ii) 2016/1205 Land north of Shotesham Road: Discharge of condition 15 of permission 2011/0476 – landscaping (change of surface to pathway). **APPROVED**

iii) 2016/1371 Sub-division of garden of 21 Clearview Drive, Norwich Road: Erection of three bedroom chalet dwelling. **APPROVED**

iv) 2016/1429 2A Shotesham Way: Change of use from retail to chiropractic business. **APPROVED**

v) 2016/1527 35 St Marys Road: Certificate of lawful use for proposed dormer constructions to each side of the chalet. **REFUSED**

vi) 2016/1539 13 Alder Close: Entrance lobby. **APPROVED**

vii) 2016/1608 40 The Street: Non-material amendment to planning consent 2012/0673 (2no dwellings) – design change to from elevation windows and to windows/door to side elevation. **APPROVED**

viii) 2016/1624 11 Hillside: Proposed front extension and internal and external alterations (application approved under 2016/0659) – Revision to material of front porch. **APPROVED**

7. Finance

a) Receipts, Payments, Outstanding Invoices and Bank Reconciliation

The bank reconciliation, outstanding invoices, receipts and payments for July 2016 were presented. It was **agreed** to accept those documents, proposed

by David Hewer, seconded by John Overton, all in favour.

b) Accounts for Payment

It was **agreed** to pay the following accounts, proposed by David Hewer, seconded by John Overton, all in favour.

	Staff Salaries	£4,797.69
HMRC	PAYE, NIC, Student Loan	£1,805.82
Norfolk Pension Fund	Superannuation	£1,746.20
Norfolk Copiers	Photocopying	£61.46
Mazars	External Audit	£720.00
TalkTalk	Telephone and Broadband	£25.00
South Norfolk Council	Comm Centre Rates	£268.00
Anglian Water	Comm Centre Water	£178.00
Spruce Landscapes	Comm Centre Grounds Maint	£226.00
Veolia	Waste	£71.04
Anglian Water	Cemetery Water	£12.77
Spruce Landscapes	Cemetery Grounds Maint	£750.00
Abbey Memorials	Memorial Repairs	£630.00
M Grapes	Pavilion Door Security	£75.00
Anglian Water	Playing Field Water	£83.76
Play Inspection Company	Annual Play Inspections	£180.00
Mrs Hilburn	Refund – Craft Fair	£10.00
Mrs Ward	Refund – Regular Hire	£56.25
Barclaycard	Centre / Stationery / Laptops	£1,140.09
Hollinger Print	Newsletter Printing	£138.00
Norfolk Parish Training & Support	Councillor Training	£90.00
SSE Southern Electric	Electricity	£557.42
Microshade VSM	Hosted IT Implementation	£886.80
Norse Eastern Ltd	Trafalgar Square Maintenance	£4,584.00
C Moore	Petty Cash Top Up	£20.84

8. Other Matters

a) Water Regulations Works

The Clerk presented three options for the water regulations works. It was **agreed** to appoint MCL to carry out the works in the Police Station and Community Centre at a cost of £293.00. It was **agreed** to clarify with Eyre the size of the proposed new tank for the Pavilion, and subject to this being acceptable to appoint Eyre to carry out the works at the Pavilion at a cost of £943.50, proposed by David Hewer, seconded by John Overton, all in favour.

9. Date of next meetings: Wednesday 21st September and Wednesday 28th September 2016, 7pm, Poringland Community Centre.

The meeting closed at 7.50pm.

CHAIRMAN