

TROWSE WITH NEWTON PARISH COUNCIL

Minutes of the Parish Council meeting, held on 16th October 2023 in The Manor Rooms, Trowse at 7.15pm.

PRESENT

Cllr Bowers, Cllr P. Greenizan, Cllr Haynes, Cllr Owen, Cllr A. Greenizan, Cllr King and Kate Leggett (Clerk)

052 (001) APOLOGIES

Cllrs Long, Price and Barnes

053 (002) DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs on the Manor Rooms Management Committee, those with allotments and those on the Trowse Historical Society committee.

054 (003) MINUTES OF THE PREVIOUS MEEETING

Minutes of the meeting held on the 18th September 2023 were **AGREED and signed.**

055 (004) PUBLIC FORUM

a)

District reports – at the end of these minutes - report added to website.

County report – at the end of these minutes – report added to website.

b) **Public**

A resident asked about the hedge on White Horse Lane. Resident to provide landowner information to the Clerk for he=r to contact.

There is concern that children are climbing over the 5-bar gate into Trowse Meadow. Resident was advised by the Clerk that Whitlingham Trust, who own the meadow had closed it to the public so it can recover from the issues faced last summer.

Resident raised the issue with the grass cutting contractors not cutting the church car park. Clerk to liaise with the Vicar.

Resident mentioned the dead trees at the top of Kircy Road. Clerk informed him that the relevant person had been informed.

A resident queried the replacement Community Police officer since PC Sneddon was no longer the beat officer. Clerk to investigate.

A resident mentioned the amended plans for the Tarmac site. The Clerk gave an update to members. There has been some dispute about hours of operation, and this is on-going. It is thought that the upgrade to the site will reduce noise by up to 2db but that the removal of the trees on the MG site had increased the noise level for locals. There is also going to be changes to the skyline with the implementation of the new plant. It was thought that the far end of Whitlingham would be the most affected by this.

Christine Ender has been in touch with a representative from the Norfolk Wildlife Trust who are coming to the village to do a site visit. Christine will let the Clerk know when the rep is coming as it was thought that this could tie in with a new biodiversity policy.

Chris Bowers gave those present an update on the repair of the village sign. Mr Bowers stated that when completed the sign will be able to go back in the original location and he sought reassurance from the council that this would be the case. The Council assured Mr Bowers that the sign will be replaced in the

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original spot. Mr Bowers made member aware that there would be a cost involved with the repair, for materials. **Clerk to place this on the Agenda for the November meeting.**

The Council also informed those present that they were still investigating a village gateway sign and another village sign for the other end of the village.

A resident asked about the painting of railings in the village. This had originally been placed on an Open Spaces agenda and it was thought that no further action was needed at this time, but following discussion the Clerk will make investigations with the heritage Officer at SNDC.

056 (005) MATTERS ARISING FROM PREVIOUS MINUTES (UPDATE FROM THE CLERK)

Decisions/Actions	Delegated to
Landowner investigations White Horse Lane	Clerk liaising with Cllr Thomson
Ear marked reserves surplus on October agenda.	Clerk
Churchyard tree works quotes.	Clerk
Benches on the common.	Clerk
Noticeboard on Pepperpot Drive	Clerk - ongoing
Conservation area to include White Horse Lane development.	Clerk

057 (006) COMMITTEE UPDATES

6.1 Personnel and Communications

In the absence of Cllrs Barnes and Long, the Clerk gave an update.

- The current distributor for the newsletter will not be continuing beyond December and a new distributor will have to be found. The Clerk is investigating some options. A resident made it known that she could possibly be available.
- Discussions around the P&C budget had been had.

6.2 Finance

Cllr Haynes gave those present an update of the Finance Committee.

- Next month will see the budget requirements from all committees go to the Finance committee for approval and ratification at Full Council.
- An update was given on the Santander account.
- A copy of the External Audit report has been received and approved.
- a) Re-allocation of EMR from underspends on other projects (Coronation event and Memorial Inspection) to be redistributed to EMR for Tree works. **Proposed by Cllr Haynes, Seconded by Cllr King, All in favour.**

6.3 Open Spaces

Cllr Owen gave a rundown of discussions held at the most recent Open Spaces meeting.

- a) To discuss and agree tree works report and agree any actions. Quotes have been received for the required tree works in the Churchyard. The clerk informed those present of the quote's details. **It was Proposed by Cllr Haynes that the quote for Mainline Tree serves be accepted, Seconded by Cllr Greenizan, all in favour. Clerk to action.**

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- b) Grass cutting for 24/25. It had been discussed at Open Spaces that the grass cutting for the village in the next financial year be brought in house to save costs. Due to the increase in cost that must be ratified by Full Council. **Proposed by Cllr Owen, seconded by Cllr Haynes, all in favour.**

There had also been a discussion about the provision of an annual event following the success of the two recent years' events. This will be placed on the agenda for the November Full Council meeting.

058 (007) MANOR ROOMS

The chair of the Manor Rooms committee gave an update on activities in the Manor Rooms. Cllr Greenizan stated that although there had been an increase in bookings the Manor Rooms were still facing a shortfall due to the increased costs of energy etc. The Management Committee are approaching the Charity Commission for advice and guidance.

The Bowls club are no longer using the green or the pavilion and this has left the Management Committee with a lawn to cut. They ask the PC to provide a quote for the cost of grass cutting in Spring and Autumn next year. **Clerk to action.**

059 (008) FINANCIAL MATTERS

9.1- To agree Payments for September 2023 as circulated. **AGREED AND APPROVED.**

9.2 – To agree bank Reconciliations for September 2023 as circulated. **AGREED AND APPROVED.**

060 (009) PLANNING

9.1 - The Clerk took those present though an update on the progress of the Neighbourhood Plan. Discussion had been held with SNDC and a way forward has been agreed. Neighbourhood Plan Consultants are to make the necessary amendments before resubmitting to SNDC.

9.2 - East Norwich Regeneration Area, Supplementary Planning Document. **Delegated authority was given to the Clerk to make comments on the Councils behalf with regards to the SPD.**

9.3 - Application 2023/2927. No objections

9.4 - Application Full/2023/0020. **Delegated authority was given to the Clerk to make comments on the Councils behalf with regards to the SPD.**

061 (010) POLICIES

10.1 - Biodiversity Policy. Discussions were had about the requirements of a Biodiversity Policy for the Council. Resolved to carry on with investigations into producing a bespoke policy for Trowse. **Clerk to obtain quotes for Baseline assessments to the November meeting and to agenda a recommendation that CIL funds be Ear Marked for this activity.**

062 (011) DATE AND TIME OF NEXT MEETING

Next meeting is **Monday 20th November 2023** at 7.15pm.

Meeting closed at 8.37pm.

Decisions/Actions	Delegated to
Community policeman	Clerk
Village sign renovation expenditure add to next agenda	Clerk
Churchyard tree works	Clerk
Benches on the common.	Clerk

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Noticeboard on Pepperpot Drive	Clerk/Groundsman
ENRA SPD response	Clerk
TARMAC response	Clerk
Biodiversity Policy	Clerk

District and County Reports

District

Member Grant:



Member Grant Fund
Leaflet.pdf

I have some of my Member Grant money left for this year.

Cabinet Meeting:

Cabinet Meeting on Monday last week which covered:

Tasburgh Neighbourhood Plan Submission

Update to the Local Development Scheme

South Norfolk Village Self and Custom Build Register Review

Medium-Term Financial Position and Reserves Update

Housing Standards Enforcement Policy Review

Member Ward Grant & Community Action Fund– Spend and Terms of Reference review

Town/Parish Council Forum:

I have attached the slides from our Town/Parish Council Forum which was held on the 9th October.

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Regulatory services overview - Town & Pa



Fly Tipping Presentation 9.10.23.p



Council contact details For Summit.pd

Town & Parish Summit:

Nov 9th - Town and Parish Summit – Book your place:

Town and Parish Council Summit Tickets, Thu 9 Nov 2023 at 09:00 | Eventbrite

South Norfolk grants:

[Go For It](#)

[Grant](#)

Funding for individuals or groups to start projects or activities that bring communities together.

[Community Action Fund](#)

Funding to support communities working together to enhance the life of local people.

[Members Ward funding](#)

Each of our district councillors has an annual budget of £1000 to spend on projects within their wards.

[Sports Champion Grants](#)

Supporting athletes who are performing at a high standard and looking to fund further training, coaching, physiotherapy, equipment, or competitions.

[Community Coach Development Bursary](#)

Supporting coaches looking to undertake further training.

[Community Infrastructure Fund Programme](#)

Funding to support parish and town councils to deliver key infrastructure projects.

[Homes for Ukraine Community Support Grant](#)

Supporting activities that help address the needs of Ukrainian refugees.

[Pride in Place Community Grant](#)

Funding for town and parish councils, voluntary and community groups to build pride in place.

Rogue Landlord:



Council officers proved an HMO was being operated in Diss without the required licence, with up to 17 people residing in the 4 bedroom terraced property, putting the occupants' health, safety and wellbeing at risk. Four civil penalties were served which were appealed, but the final result was all four offences being secured in the Council's favour and a total fine of £30k.

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County Report

Norfolk County Council is closely monitoring the local and national position in relation to RAAC in schools.

As of 6 September, one Norfolk school was closed to pupils due to concerns over the presence of RAAC. The school, Thomas Bullock Academy, delayed the start of term so that checks could take place in the school hall.

The council first became aware of possible issues with RAAC in 2018 and worked with all its maintained schools to assess if the material was present and if any action was needed. Further checks have been carried out following the [government's updated guidance](#). All of Norfolk's maintained schools remain open to pupils.

The Department for Education is also carrying out its own checks to ensure it is satisfied that no further works are needed. The guidance is changing regularly, so the council will continue to monitor the situation closely.

Most Norfolk schools are academies, which are independent of the council and are responsible for their own buildings. However, the council wants to ensure the safety of all of Norfolk's children and has reminded academies to complete the DfE survey on RAAC. It has also offered practical help, where academies might need it.

The situation is changing regularly and, should any further closures be required, they will be published on the [school closures section of the website](#).

Schools and academies will be in touch with parents if any issues are identified in their child's school.

40,000 Discounted Trees Available as Part of Norfolk's 1 Million Trees Scheme

Residents, landowners, community groups and schools in Norfolk are being encouraged to join a new push aimed at increasing the number of trees planted throughout the county.

As part of this initiative, 40,000 trees will be available to order at a reduced price offering a great opportunity for individuals and organisations to contribute to the environment and make a significant impact with each tree being 'one in a million'. Tree packs will be available at seven collection points across the county including Norwich (County Hall and Broadland Country Park), Acle, Long Stratton, Watton, Fakenham and King's Lynn.

With over 270,000 trees planted since 2019, I am proud of the progress we have made. Now, we are determined to achieve an even greater impact in the upcoming 2023/24 planting season."

Those wishing to purchase a tree pack will be able to apply online from 13 September. Packs will be ready for collection in the planting season between December 2023 - February 2024.

Once trees have been planted, we're asking people to use our online system to notify us where the tree is, so that can be counted towards our ambitious goal of planting 1 Million Trees in Norfolk over five years.

Further details and the application process for tree packs can be found at www.norfolk.gov.uk/subsidisedtreepacks

Steps residents can take to improve drainage and reduce flooding risk

With bird nesting season over, people across Norfolk have a chance to do their bit to stop flooding and keep water flowing across their properties.

Small, simple steps that ensure water can drain away from your home can cut down the likelihood of flooding, starting with tasks as simple as keeping drains, ditches, and watercourses clear and able to flow freely. After a year's growth, many ditches and watercourses will benefit from clearing branches, and cutting back new undergrowth. Now bird nesting season is over, early autumn is the prime time for property owners to put in a little work to keep their properties safe.

A build-up of flood water with nowhere to drain can quickly turn a minor incident into a disaster for the home. By starting off small, and checking drains for any blockages such as mud, leaves and stones, residents can take the first step towards mitigating the impact of flooding.

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Outside the home, if residents spot any blocked or broken drains on Norfolk's highways, they can report it via www.norfolk.gov.uk/flooding, allowing Norfolk's Highways Team to clear them and keep our roads open.

Norfolk County Council Net Zero

Encouraging more people to use the bus travel and other sustainable options is key to our ambitious aims of achieving net-zero in Norfolk by 2030.

Norfolk County Council has committed to achieve 'net zero' carbon emissions on its estates by 2030, but within its wider area, to work with partners towards 'carbon neutrality'. This also supports the government's ambition for a net zero country by 2050.

We will achieve this by implementing carbon conscious ways of working across our buildings and supply chain; putting in place the right infrastructure across the county to support the move towards net-zero; and by working together with partners to lead and inspire our colleagues, citizens, communities, and businesses to take action and play their part in protecting Norfolk for future generations.

Charcoal Line moves to seven day service in latest bus service improvement

Bus Services between Bungay and Norwich are moving to seven days a week thanks to money that Norfolk County Council secured from the Department for Transport (DfT) to improve bus services across the County.

The changes, which come into effect on Sunday 3 September, will see the Charcoal Line - the service that includes the 40, 40A, 41, 41A and X41 bus services - running an hourly service every Sunday, Starting at 08:10 and running through to 17:10.

This is the first time the Charcoal Line will run on Sundays, giving users a service into the city centre.

For many people Sunday is as busy as any other day of the week. Whether it's getting to work, doing some shopping or just heading out for a meal with friends and family, the enhancements to the Charcoal Line will give people an easy, affordable option to get into the city and will let more people make the choice to leave the car at home."

The new service will run from Hillside Road West in Bungay through to St Stephens in Norwich, with stops in Bungay, Ditchingham, Hedenham, Woodton, Kirstead, Brooke, Poringland, Stoke Holy Cross, Framingham Earl and Trowse on the route.

The change follows on from enhancements to the Charcoal Line introduced earlier this summer, including the move to half-hourly bus services running on Monday to Saturday between Bungay and Norwich since 24 July.

This is one of a number of service enhancements which are being funded by the £49.55 million funding which Norfolk County Council was successful in securing from the Department for Transport (DfT) to use on improving bus services across the County over the next three years.

Approximately £12 million of the funding has been allocated to provide new or expanded bus routes and increase service frequencies on key routes, including more evening and weekend services.

The new timetables for the Charcoal Line can be found on the [Firstbus website](#).

Norfolk Bus Service Improvement Plan

Norfolk received the sixth highest allocation in the country and the funding consists of £30.9m of capital funding and £18.6m of revenue funding.

The plans outline 17 new measures across the county which give buses priority on the roads. These include new bus lanes in Norwich, King's Lynn and Great Yarmouth and redesigned junctions across the county.

New or improved travel hubs are proposed for Sheringham, Cromer, Diss and Hunstanton which will provide better waiting areas with real-time information to help to give passengers a better experience as well as being integrated with walking and cycling facilities.

There will also be a county-wide review of bus stops with upgrades to improve access for people with disabilities, to provide more real-time information and a programme of works to reduce delays to buses.

Improved services already announced:

[Lynx 35 and 36 service](#)

[Sanders - X55 and 210 service](#)

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[Konectbus - 5b and 11a service](#)

[Konectbus - 512 service](#)

[Konectbus - Fab4 service](#)

[Sanders - X40 service](#)

[Konectbus - 35 Canary Konect service](#)

[Lynx 35/38/48/49 services](#)

[Go To Town - 3H Town Link, King's Lynn](#)



We're excited to announce that the first two fully electric buses have arrived in Norwich.

[@FirstBusUK](#)

is working hard getting drivers trained to drive the new vehicles so keep an eye out and you might spot them around the city!

- [Scam Alert - Fake prize win emails](#)
- [Scam Alert - Contacts claiming to be from the Financial Conduct Authority](#)
- [Rogue Trader Alert - Doorstep Cold Caller claiming issues with properties' roof](#)
- [Rogue Trader Alert - Doorstep Cold Caller offering mattresses](#)
- [Link 5 - NCC Scams Page](#)
- [Recall Alert - River Island is recalling their 'Girls White Embellished Graphic T-shirt' with the product number 457981 as the dectrive embellishments may contain Lead in levels that exceed the recommended level](#)
- [Recall Alert - The Compleat Food Group is recalling various chilled pastry products sold at Sainsbury's, Asda and Aldi as they may contain pieces of metal and plastic](#)
- [Scam Alert - 'Payment declined' scam emails](#)
- [Scam Alert - Fake parcel delivery emails and text messages](#)
- [Scam Alert - Fake competitions and promotions on Facebook](#)
- [Rogue Trader Alert - Doorstep Cold Callers offering driveway work](#)
- [Lidl recalls their 'McEnnedy Corn Dogs 530g' with the best before dates of 28 April 2024, 10 June 2024 and 10 August 2024 due to the possible presence of Listeria monocytogenes](#)

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