

TROWSE with NEWTON PARISH COUNCIL
The Manor Rooms, The Street, Trowse, Norwich NR14 8ST
E-mail: trowsepc@yahoo.co.uk Tel: 07899798853

**Minutes of the meeting of Trowse with Newton Parish Council
held on Monday, 26 November 2018 at 7.15pm
in the Manor Rooms, The Street, Trowse**

Present:

Cllr K Prentice – presiding
Cllr A Greenizan Cllr J Smerdon Cllr R Herring
 Cllr J Harrop
Gina Lopes – Clerk to Trowse with Newton Parish Council – in attendance
 Cllr V Thomson, Norfolk County Council
 Cllr T Lewis, South Norfolk District Council
 Sarah Hill & Ian Richardson, Savills
 12 x public

2018/070) Apologies for absence

Apologies for absence were received and accepted as below:
Cllr A Brown

2018/071) Declarations of interest

None received

2018/072) Suspension of meeting for Public Participation

RESOLVED to suspend the meeting to invite members of the public to speak – see
“Public Participation Notes” attached

2018/073) Minutes of the meeting held 22 October 2018

RESOLVED to approve the minutes of the meeting held on 22 October 2018 as a
true and accurate record of the meeting, the minutes were duly signed by the
Chairman

2018/074) County Councillor's Report

NCC Cllr Thomson presented his written report as follows:

Consultations closing

A47 Dualling consultation: BLofield to North Burlingham

Consultation on the dualling of part of the A47

<https://highwaysengland.co.uk/projects/a47-blofield-to-north-burlingham/>

Children's Centre Services:

*A consultation about the services provide because the contracts for all 53 centres is up for renewal.
Centre for your area is in Lakenham.*

www.norfolk.gov.uk/childrenscentres

NCC response to PCC taking control of the Fire and Rescue Service.

*- Removing the fire and rescue service from the County Council presents a significant financial risk to
the service, and therefore a risk to public safety.*

-The claimed £10m efficiency figure is speculative and misleading.

-The medium-term financial plan figures are flawed.

*-It is not clear which service (police or fire and rescue) will benefit from any claimed savings and
additional investment.*

- The proposal makes several assumptions and untested claims.
- The cost and disruption of change is unquantified and untested.
- The proposed changes to operational response are not clearly articulated and have not been risk assessed, and therefore there is a significant risk to their deliverability and ultimately public safety.
- The claimed benefits could be achieved without a change in governance, and without the associated cost and disruption.

In summary, the County Council's clear view is that, based on the evidence and information set out in the 'A Case for Change' document, there is no case for a change in governance arrangements for the Fire and Rescue service in Norfolk.

We do not believe that the case published by the PCC would meet the statutory tests of economy, efficiency, and effectiveness.

We have concerns that the proposal, if implemented, would create a real risk to public safety.

Therefore, the County Council cannot support the proposal.

The Consultation has now finished, and we are waiting to see what steps, if any, are taken by the PCC

Fly tipping: Paying someone to take your waste

If you are asking anyone other than your District Council to collect any waste from your home:

Ask to see their waste carrier licence issued by the Environment Agency. Anyone removing waste from your property must have a licence.

Ask what is going to happen to your waste. You have a duty of care to take reasonable steps to prevent someone dumping your waste unlawfully. A legitimate, professional waste carrier should not object to these questions.

Record the vehicle registration numbers of any vehicle used by a private waste carrier to take your waste away. If waste is found dumped illegally and traced back to you investigators will be able to trace the registration.

Ask for a proper invoice and receipt. Residents have ended up paying again to have their fly tipped waste removed and disposed of correctly.

We need the help of our communities to stop fly tipping.,

Scams

You can sign up to receive this information at <https://www.norfolk.gov.uk/business/trading-standards/scams>

E mail claiming to be from TV Licencing

E mail claiming to be from DVLA regarding Vehicle Tax overpayment

Cold Calling about fitting insulation

Flyers offering Driveway work

Cold calling to "clean driveways and patios"

Cold calls claiming to be Lloyds Bank

Cold calls offering household cleaning products

Telephone cold calls claiming to be from BT

Telephone call claiming you have paid too much Council Tax

Scam Alert – Emails claiming to be from 'DVLA' regarding 'Vehicle Tax Overpayment'

Cold Calling Alert – Doorstep cold caller offering household cleaning products

Scam Alert – Telephone cold calls claiming to be from BT about 'slow broadband'

Scam Alert – Telephone cold calls regarding 'loft insulation'

Scam Alert – Telephone cold calls claiming you have 'paid too much Council Tax

Cold Calling Alert – Doorstep cold caller enquiring about your properties 'insulation'

Email scams and phishing alerts

Look out for the following email scams which are circulating:

Phishing email claiming to be from Apple stating 'your Apple ID has been locked'

Scam Alert – Telephone cold calls claiming to be from 'Telephone Preference Management Services'

Rogue Trader Alert – Doorstep Cold Caller offering to undertake 'driveway work'

Scam Alert – People's Postcode Lottery Letters

Product Safety Notice – B&Q issue safety notice for a number of their 'Cata Wine Coolers' due to risk of entrapment in vent at base of unit

Email scams and phishing alerts

Look out for the following email scams which are circulating:

Email claiming to be from 'eFax' stating 'You have received a 9 page fax' – attachment is Malware

Hoax claiming to be Microsoft offering money for beta testing Microsoft email

Norfolk Futures

Vision for Norfolk in 2021 "Caring for our County"

Find it on website "Caring for our County" including video

4 Key principles

Offering our help early to reduce and prevent demand for specialist services

Joining up our work so that similar activities and services are easily accessible, done well and done once

Being Business-like and making best use of technology to ensure value for money

Using evidence and data to target our work where it can make the most difference.

7 priorities

Safe children and resilient families

Promoting independence for vulnerable adults

Local service strategy

Smarter information and advice

Towards a Norfolk Housing Strategy

Commercialisation

Are you interested in walking? *In Norfolk we have some of the finest walks in the Country including coasts, broads, rivers and country side and the Big Norfolk Skies.*

There is a new interactive map that shows all the walks in Norfolk and can be found at:

Norfolk Trails interactive map: <http://maps.norfolk.gov.uk/trails/>

There is also a map in the style of Harry Beck (underground map) highlighting the Norfolk Trails, available at The Forum.

2018/075) District Councillor's Report

SNC Cllr Lewis gave a brief verbal report which included the following:-

- Has dealt with various emails that have been circulated
- Whitlingham Charitable Trust had an Open Day
- Buses seem to have incompatible timetable and Konnect needs to review this and will probably effect Poringland as well
- Solar farm is starting work early in the new year and has asked Fiona Sarson (Crown Point) about the access and she will make enquiries as not heard anything. The original route was through Arminghall Lane but will monitor if this happens
- Ten vans were counted in Whitlingham Lane recently
- Waiting to hear more information regarding the Colman site, in newspaper recently stating there is not enough money to pay CIL which seems "ridiculous"
- Appointment of new Managing Director, Trevor Holden, who starts on 2 January 2019 and Broadland and South Norfolk will still be two councils but with one staff

2018/076) Councillors' Reports

Brief reports were received as follows:

Cllr Herring – presented a written report as below:

Carried out trimming and clearing work in the Churchyard and discussed tree concerns with wardens and LMN Tree and Hedge services. They offered to carry out any necessary work for £200 per day. Advised clearance of ivy grown on trees and removal of new growth at base of limes – The Clerk confirmed a visit from CGM tree services was awaited

Lamps in Julian Close still have original lights and suggest upgrade to LEDs as in other village lights

Completed repair to the church gate hinges and have been thanked

Carried out repair to guttering on bus shelter where it had been vandalised and caused leaking

Carried out repair to broken seat on the Common, requires more attention when weather permits

Cllr Greenizan – attended Whitlingham Annual Forum; advised Mr Martin Shaw is stepping down after seventeen years. It has been a successful year and the park is financially solvent. Will be further developments to the park and extra income is required. Notices are in the woods for joint working with Crown Point to consider tress and encourage regeneration. Planning to have charcoal burner and hope to sell the product and are training volunteers. The centre's "pods" are for hire and there are gift vouchers available. Hoping to utilise volunteers and develop the Little Broad, Cllr Greenizan had suggested scuba diving!

Clerk's report – The Clerk advised the following:

Regrettably a resignation had been received that day from Cllr Daniel Benterman
The Clerk had been awarded the overall winner of the NorfolkALC/SLCC "Clerk of the Year" and members congratulated her on her achievement

2018/077) Planning matters

a) Applications received to date –

After consideration of the following applications it was

RESOLVED to recommend as below:

Y/7/2018/7015 -Trowse County Primary School, White Horse Lane - Removal of glazing from the memorial window and reinstate with clear glazing - Approve

b) Decision notices received to date – None received

c) Planning correspondence –

i) Consultation on Western Link – Noted for information

ii) Greater Norwich Local Plan Reg 18 Consultation – New, revised & small sites

– Not aware of any new sites in Trowse, SNC Cllr Lewis confirmed he would be reviewing the full document and would advise of anything affecting Trowse

iii) Norfolk Homes –

New sewer pipe – discussed during public participation. The Clerk to contact Sarah Hill and ask if allotment tenants will be compensated for their loss of access.

Email to be sent to Fiona Sarson to agree temporary access but advise concerns that the temporary access is not wide enough for tenants to bring in gardening equipment and many brambles.

There is a need to follow up the original access/steps advised by Cllr Herring, suggest contacting NCC Highways.

Move of street light – briefly discussed and no objection, however, must ensure resident/s affected are contacted

S38 Agreement regarding new street lights – briefly discussed and the Clerk advised whilst there was a considerable commuted sum it was not specified that the parish council would receive any funds and advised this be queried with urgency

On the motion of Cllr Prentice, seconded by Cllr Cattee, it was **RESOLVED** the Clerk seek clarification regarding the commuted sum and payment to Trowse Parish Council

iv) Solar Farm – Noted and the Clerk to seek confirmation of the route to be used for site materials

ACTION: CLERK

2018/078) Finance matters

a&b) Summary of receipts and payments & Statement of accounts –

On the motion of Cllr Cattee, seconded by Cllr Smerdon, it was **RESOLVED** to accept and approve Summary of receipts and payments & Statement of accounts to 31 October 2018 to a total of £141,468.26

c) Completion of annual audit 2017/18 & External Auditor's report –

On the motion of Cllr Prentice, seconded by Cllr Cattee, it was **RESOLVED** to accept and approve the External Auditor's report and completion of audit for 2017/18; noted that the annual return is in accordance with proper practices and no matters of concern were raised

2018/079) Allotments, Common, Cemetery & Churchyard

a) Allotments Pest Control renewal quote –

On the motion of Cllr Prentice, seconded by Cllr Smerdon, it was **RESOLVED** to accept and approve SNC quote for rodent control at Dell allotments 2019 to a total of £359.55 +VAT

b) Common – Play equipment/matting repairs/quotes – Cllr Prentice confirmed she had still not received the additional quote sought – to be considered once received

ACTION: CLERK/KP

2018/080) Highways

a) Residents parking scheme –

Cllr Smerdon – At the previous traffic meeting only three parish councils wanted to take parking scheme forward. Cllr Prentice and Cllr Smerdon are wishing to meet with Mr Dave Disney to consider options. Mr Disney will review options for Trowse and private contractors will take on the enforcement. An informal village survey has been done and there is trowseparking.com. Alpha Parking will visit to understand the problems and consider Whitlingham Lane etc and possible options. The "Parking Partnership" will work closely with the Council if there is a need to apply for schemes.

SNC District Cllr Neal was invited to speak and reported as below:

SNC are willing to work with the parish council and pay 50% of the charges
It was queried what would change as cars should be left at home and the problem diminishing

"Park and ride" would be considered and might help with County Hall issue
Vans in Whitlingham Lane, consideration of a clearway which may solve this
Request that a resident facing parking issues should be included in these meetings and offered her attendance

On the motion of Cllr Prentice, seconded by Cllr Cattee, it was **RESOLVED** that Cllr Smerdon attend the meeting with Mr Disney

b) Community Speedwatch – Cllr Smerdon confirmed the Speedwatch would be closed between 9 December 2018 and 5 January 2019. He has to train Cllr Harrop and Cllr Prentice.

c) Bus Service – Noted the meeting held at the Forum and also felt there was a need to consider which services were being subsidised – future agenda item. The Clerk to seek clarification from SNC Cllr Lewis regarding times from St Stephen's, bus passes being accepted on alternative services and the route/s.

d) Police newsletter & Street Surgery 15 December 2018 – Noted for information and Cllr Smerdon advised he will raise the issue of the van dwellers

ACTION: CLERK/JS

2018/081) Correspondence received to-date

a) Norfolk County Council Budget Consultation 2019/20 – Noted for information

b) Broadland & SNC CLP workshops – Noted for information

c) Six Strategic Group Minutes and agenda for next meeting – Noted for information and Cllr Brown will attend

2018/082) Chairman's urgent business – None

2018/083) Exclusion of press & public

RESOLVED to exclude the press & public from the meeting under the Local Government Act 1972 section 100A 4 given the sensitive nature of the business to be discussed

2018/084) Allotment dispute

Notes of an informal confidential meeting held on 22 November 2018 were considered. Additional advice from Local Council Public Advisory Service in relation to this issue was also received.

On the motion of Cllr Prentice, seconded by Cllr Herring, it was

RESOLVED to accept the notes of the informal meeting held 22 November 2018 and to approve the recommendations within, additionally an apology to be issued to Mr Glen Self; the Clerk to action asap.

ACTION: CLERK

The meeting closed at 9.50pm

Public Participation Notes

The Chairman invited members of the public to speak and comments included the following:

Allotment sewer pipe works:-

Sarah Hill and Ian Richardson, Savills, advised about current works underway at the Dell allotment site to install a new sewer pipe. Points raised included the following:-
7 day notice was served to all plot holders that were affected

An alternative access has been agreed and notices have been put up

Have taken questions from those effected and all effected will be compensated by Anglian Water for loss of crops, etc

Resident stated he was confused why access was denied by nos. 4 and 5 and when assessing the location he was met with "huge hostility" and told it was unadopted and he had no right of access

Advised that School Terrace is not adopted and part owned by the residents, however, looking at steepness of slope it would not be suitable for several tenants
Alternative access had been found and Sarah Hill apologised that it was not "ideal"
Allotment tenant stated that they had 7 days' notice but only received her letter on Thursday before the Monday when work started and only knew in advance as she had made an effort to contact Savills herself and advice has changed daily. The tenant was understanding of the need for the work but disappointed that the landlords, the parish council, to whom they pay rent, had not notified them.

Tenant stated the new access had been walked that day and was felt as not "fit for purpose" and full of brambles and unable to access with gardening tools

Sarah Hill confirmed she would review the temporary access the following day and may have to put hard-core down

Sarah Hill advised this had been an evolving process and if they had been aware earlier they would have put measures in place sooner. As soon as they were aware they had posted site notices, however, GDPR regulations prevented them contacting the tenants directly and these had to be sent via the parish council

The Chairman advised that the parish council only knew when the allotment tenants knew, the members are considering a new mapping system and a list of email contacts for tenants

Sarah Hill advised the plans had changed, initially they had asked the developers not to go through the allotment site at all but this now had to be done

The Chairman advised that Norfolk Homes were not aware as the gas pipe installation took longer than expected

Allotment tenants felt they should have been notified sooner so when the work took place they would have been prepared. They asked why the pipe route could not have been marked out earlier - The Chairman responded that this changed at a recent site meeting

Cllr Herring confirmed there were steps at School Terrace leading to the allotments and queried why this original access could not have been re-opened and access reinstated – Sarah Hill advised she was not aware of this access at the time and as it had become unused perhaps the parish council could consider re-establishing
Access has been agreed through Crown Point and will be reviewed

Hardstanding and gates to create a new entrance for skip lorries was requested by members

Sarah Hill will email the Chairman and Clerk

TROWSE WITH NEWTON PARISH COUNCIL**Bank Reconciliation at 31/10/2018**

Cash in Hand 01/04/2018

98,280.07

ADD

Receipts 01/04/2018 - 31/10/2018

72,917.89

171,197.96

SUBTRACT

Payments 01/04/2018 - 31/10/2018

29,729.70

A Cash in Hand 24/11/2018
(per Cash Book)**141,468.26**

Cash in hand per Bank Statements

Cash	31/10/2018	0.00
Lloyds Treasurers 04058297	31/10/2018	121,757.61
Lloyds Business 06378221	31/10/2018	15,217.64
Santander Bus Reserve	31/10/2018	9,026.13

146,001.38Less unrepresented cheques
As attached

4,533.12

141,468.26

Plus unrepresented receipts
As attached

0.00

B Adjusted Bank Balance**141,468.26****A = B Checks out OK**