

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, 24 September 2018 at 6.45pm
in the Manor Rooms, The Street, Trowse**

Present:

	Cllr K Prentice – presiding	
Cllr A Greenizan	Cllr J Smerdon	Cllr R Herring
Cllr S Cattee	Cllr A Brown	
Gina Lopes – Clerk to Trowse with Newton Parish Council – in attendance		
30 x public		
SNC Cllr T Lewis		

2018/043) Apologies for absence

Apologies for absence were accepted as below:
Cllr D Benterman

2018/044) Declarations of interest

None

2018/045) Suspension of meeting for Public Participation

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

2018/046) Minutes of the meeting held 23 July 2018

RESOLVED to approve the minutes of the meeting held on 23 July 2018 as a true and accurate record of the meeting, the minutes were duly signed by the Chairman

2018/047) County Councillor's Report

No report received at this time

2018/048) District Councillor's Report

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

- Appointment of new Managing Director for merged staff of South Norfolk Council and Broadland. Recruitment is underway and interviewing this week from a strong short list. Hoping to formally appoint by the end of the week and be in post no later than the New Year. The new MD will have the task of integration of the staff.
- Concern that two councils sometimes have different policies and make take some time but an interesting process
- Bracondale had closed overnight but saw a sign at the Fire Station and rang Norwich City Council requesting they address the situation; signage stated Queen's Road was closed when it was not.

2018/049) Councillors' Reports

Councillors gave brief verbal reports as below:

Cllr Prentice –

Was approached by residents regarding parking on Saturday, 22 September 2018 and rang the Ski Club to ask if some residents could park there and they were very helpful – requested the Clerk to send a note of thanks

Cllr Prentice sent an email asking why White Horse Lane was closed when no work was being carried out; the road is dangerous as there is no footpath

Defibrillator training is available for a 2 hour session and will write an article for the "Villager" to see if any residents are interested in attending

Bins in Russell Terrace; residents were meant to be receiving letters from SNC but had not heard any update on this

Cllr Cattee –

Expressed her thanks to SNC Cllr Lewis for his efforts with the bus timetable affecting school children going to Framingham Earl. This has now been resolved and a bus service is now operating and seems dedicated to the school; is very helpful

Cllr Smerdon –

Community Speedwatch now has 7 people trained and a further undergoing training. The volunteers have a "Whatsapp" group and have completed 3 hours with 4 reports which are being sent on. People are responding well and speed is coming down without any issues.

SAMs machine currently by the Common and will move to White Horse Lane to monitor bus gate traffic which may be useful information for Norfolk County Council. Suggestion to use on both sides of the Lane. The SAMs and parking will be discussed at the next Six Strategic meeting

Cllr Brown –

Attended the last Six Strategic meeting but little to report. There will be the Annual meeting on traffic and returned to 6 parishes as Caistor and Bixley have merged.

Attended Rev Michael Long's funeral

Cllr Herring –

Had investigated the overgrown hedge in White Horse Lane, a contractor was willing to carry out the work but on contacting UK Power network they felt this was a small section and did not wish to action. Located the owner of another section of the hedge, the family stated that they had never cut this hedge but it had been maintained by a third party, they assumed as Norfolk County Council.

Attended Broads Planning meeting on 19 September and wish to advertise Broads National Park and to incorporate their logo on village name. Wish to involve schools in the design of signs to promote "ownership". It was highlighted that communities would benefit from a village plan.

Cleared pathway alongside Church Hall to widen and assist wheelchair access to toilets and ground levelled at rear to improve drainage.

Assisted workman on the Common by lending them a ladder.

Been involved with Older Peoples Forum.

Has made minor repair to the cemetery compound wooden gates.

Suggests a "welcome pack" should be created for new residents

Raised a query regarding the insurance of the trees in the churchyard

ACTION: CLERK/JS/KP

201/050) Planning matters

a) Applications received to date -

After consideration of the following applications it was

RESOLVED to recommend as below:

2017/2670 - Land South Of Devon Way and Hudson Avenue - Reserved matters for construction of 75 dwellings with associated accesses, parking, infrastructure, open space and land set aside for future primary school use following outline consent 2014/0981 – Cllr Prentice read the draft response letter and thanked residents Mr Paul Wootton and Mr Neil Roberts for their expertise and assistance in compiling the response.

RESOLVED to approve the draft letter and the Clerk to send asap.

On the motion of Cllr Cattee, seconded by Cllr Smerdon, it was

RESOLVED to approve the verbal quote of £1,200 - £1,500 for fees from Howes Percival to prepare a pre-action protocol letter for application 2017/2670

Cllr Prentice will send a press release to the EDP.

Members thanked Cllr Prentice for her efforts in preparing the response letter.

Y/7/2018/7011- Land off White Horse Road - Proposed New Build 1FE (210 pupil roll) Primary School and 24 place Pre-School Nursery building – Cllr Prentice reported that she had received lots of concerns about noise and had encouraged residents to make their own responses. Other concerns were: no drop off point; pedestrian access is via the car park; there seems to be limited space; noise and road pollution; H&S concerns raised. Members generally felt the school was needed but considered what could be done to mitigate the issues.

RESOLVED to ask for an extension for response and to invite parties to attend the October meeting, alternatively an informal meeting if not available on the Council meeting date; if they will not meet Cllr Prentice will prepare the response letter

2018/1854 – 7 Charolais Close – Works to Trees in conservation area - Approve

2018/1246 - Land At Crown Point Estate Kirby Road Kirby Bedon - Commercial glasshouses, packing and welfare buildings, landscaping and associated infrastructure - Approve subject to no neighbour objections

2018/1760 – Hilltop, The Street - Garage Conversion - two storey extension - Approve subject to no neighbour objections

2018/1541 - 5 Newton Close - Two storey front extension, single storey rear extension, increased width driveway and raised patio to rear - Approve subject to no neighbour objections

2018/1545 - Solar Farm, White Horse Lane – Non material amendment to application 2018/154/RVC; Variation of conditions 1 & 2 of permission 2017/2234 -

Approve subject to no neighbour objections

b) Decision notices received to date – Noted for information

BA/2018/0177/FUL – Whitlingham Broad Visitors Centre – Retain temporary toilet building with ramp for another 3 years – Approve with conditions

c) Planning correspondence –

i) Norfolk Homes –

Play equipment – Cllr Prentice confirmed the equipment installation should be completed by the end of the week; she has an appointment to attend the inspection on Thursday, 27 September 2018

Street lights – Design specifications for the new street lights on the Norfolk Homes development were briefly discussed.

RESOLVED to approve the proposed black heritage style lights with LED lanterns.

ACTION: CLERK/KP

2018/051) Councillor Vacancies

On the motion of Cllr Herring, seconded by Cllr Smerdon, it was **RESOLVED** to co-opt Jackie Harrop as Parish Councillor of Trowse with Newton Parish Council.

Members welcomed the new member.

2018/052) Finance matters

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

RESOLVED to accept and approve Summary of receipts and payments & Statement of accounts for May 2018 to a total of £124,396.11, June 2018 to a total of £122,946.29, July 2018 to a total of £120,540.78, August 2018 to a total of £118,005.11

c) Village Sign quote – Members considered quotes for restoration of the Village sign. Cllr Herring reported that a resident had offered to restore the sign and he will ask him to contact the Clerk. The Clerk to chase the other contractor that had been interested and also contact NCC Cllr Thomson regarding the possibility of grant funding. To be considered further at next meeting.

d) Items for Budget 2019/2020 – The Clerk advised requested members consider items for next year's budget and forward to her for inclusion in the draft

ACTION: CLERK/ALL CLLRS

2018/053) Allotments, Common, Cemetery & Churchyard

a) Allotments –

Annual renewals – On the motion of Cllr Prentice, seconded by Cllr Smerdon, it was **RESOLVED** to increase annual rental to £17 (bitesize) and £25 (full size) with effect from 1 October 2018 and for further review before October 2019 due to the increasing costs of maintenance and skip provision

Rental query – Correspondence from a former tenant that had not renewed in October 2017 was discussed.

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

RESOLVED that the tenant had failed to renew his agreement and therefore the plot had been offered for let by another; the Clerk to continue with the new rental and advise the correspondent of Council's decision and the option to rent an alternative plot if wished.

b) Common –

Play equipment/matting repairs/quotes – Cost of replacement matting under the aerial runway was discussed. Cllr Prentice will contact Sutcliffe Play to provide an alternative quote for consideration at next meeting.

Play inspection report 29.08.18 – Noted all items were low risk.

c) Planting quote – Costs from CGM were considered and it was noted that a resident had previously offered to maintain the area around the village sign.

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

RESOLVED to approve the CGM quote for planting of areas except the village sign and seek an additional quote for ongoing maintenance.

The Clerk to contact the resident regarding his offer of maintenance of the village sign area and Cllr Greenizan and her friend would help if required.

ACTION: CLERK/KP/AG

2018/054) Highways

a) Residents parking scheme – There was brief consideration and noted there is ongoing discussion with other parishes on scheme options

b) A47 works – Noted for information

ACTION: CLERK

2018/055) Correspondence received to-date

a) SNC Gambling Act Policy Consultation – Noted for information

b) Resident's suggestion for Villager article – Noted and members confirmed that regular updates are included in the Villager and their contact details. The parish council meets monthly and the public are welcome to attend.

Suggestion that NCC Cllr Thomson is contacted to request action in clearing the bridleway.

ACTION: CLERK

2018/056) Chairman's urgent business

None received.

Meeting closed at 8.55pm



Public Participation Notes

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

- Mr Paul Wootton, Howes Percival, confirmed he had assisted the parish council in his personal capacity. He has set out in detail why SNC cannot approve application 2017/2670 and his letter is available on the SNC website. If the authority goes ahead it is open to challenge by judicial review. A pre-action protocol letter which will set out the objections will hopefully stop this. He advised the parish council that they needed to resolve to take this action if required.
- Queried if the application does not go to Committee would there be notification – SNC Cllr Lewis gave assurance he would take this up
- Query whether the threat of a judicial review needed to come from a law firm and would there be a cost – Mr Wootton confirmed there would be a cost and additional costs if it has to proceed to Court, however, he is convinced of a win and recovery of all costs
- A resident asked if developers have explained why they cannot use the Norfolk Homes route – None had been given and the access route is available for use but may be because of the cost to be paid to Norfolk Homes, it is believed there have been negotiations between the two developers.
- Arminghall are believed to be trying to improve their own site
- Queried what happens if the application is refused – Mr Wootton advised that they would have to start the application process again although they do have the option to appeal. Appeal will be handled by the Planning Inspectorate that are based in Bristol and will be independent and neutral
- SNC Cllr Lewis will find out the date the application will be heard at SNC Committee and advised the agenda is issued a week before the meeting. Letters received in good time will be included in the meeting papers.
- Noted that Norfolk Homes had written a strong letter at the beginning and unsure if their objections still stand; not much has changed in the application. It was felt they may wait to make any further comments as there was a "deal" to consider
- Resident raised concern relating to the proposed new school building advising that the application breached World Health Organisation guidance and confirmed this was raised at the consultation meeting.

TROWSE WITH NEWTON PARISH COUNCIL**Bank Reconciliation at 31/05/2018**

Cash in Hand 01/04/2018

98,280.07

ADD

Receipts 01/04/2018 - 31/05/2018

34,329.77

132,609.84

SUBTRACT

Payments 01/04/2018 - 31/05/2018

8,213.73

A Cash in Hand 31/05/2018
(per Cash Book)**124,396.11**

Cash in hand per Bank Statements

Cash	31/05/2018	0.00
Lloyds Treasurers 04058297	31/05/2018	103,539.01
Lloyds Business 06378221	31/05/2018	15,216.95
Santander Bus Reserve	31/05/2018	9,026.13

127,782.09Less unpresented cheques
As attached

3,385.98

124,396.11

Plus unpresented receipts
As attached

0.00

B Adjusted Bank Balance**124,396.11****A = B Checks out OK**
