

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, 23 January 2017 at 7.15pm
at the Manor Rooms, The Street, Trowse**

Present:

	Cllr L Fabre – presiding	
Cllr A Greenizan	Cllr C Steward	Cllr K Prentice
Cllr A Brown	Cllr R Herring	
Gina Lopes – Clerk to Trowse with Newton Parish Council – in attendance		
4 x public		

2016/089) Apologies for absence

Apologies for absence were received and accepted as below:

Cllr S Cattee

Further apologies noted from NCC Cllr R Smith

2016/090) Councillor Vacancies

The Chairman confirmed that two councillor vacancies now exist following disqualification of Jane Flatt for non-attendance and resignation of Cindy Eves. It was noted that both had served for many years on the parish council and members expressed their thanks. The Chairman will visit Jane Flatt to present a "thank you" card and flowers from the members. The Clerk to send a "thank you" card to Cindy Eves. The Clerk confirmed that vacancies were reported to South Norfolk Council and the vacancies had to be advertised. If no election is called then the parish council would be able to co-opt new councillors to fill the vacancies but would have to wait for confirmation from South Norfolk Council

ACTION: CLERK

2016/091) Declarations of interest

Declarations of interest were received as below:

Cllr Greenizan - Land for sale adjacent to allotments

Cllr Herring - Land for sale adjacent to allotments

2016/092) Suspension of meeting for Public Participation

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

2016/093) Minutes of the meeting held 12 December 2016

RESOLVED to approve the minutes of the meeting held on 12 December 2016 as a true and accurate record of the meeting; the minutes were duly signed by the Chairman

2016/094) County Councillor's Report

No report at this time

2016/095) District Councillor's Report

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

- South Norfolk Council is about to commence a review of parish council boundaries and will be a briefing and opportunity to raise issues. He is a member of the Committee considering this and is in minor dispute; some think the parishes need to make their comments but he feels SNC should be more proactive and consider how councils are arranged – Noted that Cllrs Prentice and Brown are attending the briefing and will give feedback at the next meeting
- There has been correspondence with Bob Edwards, NCC Highways, regarding the vans in Whitlingham Lane and NCC are not able to meet the costs of creating an order but would be happy if another body wishes to create the order
- Finalising the last application for his grant money and is considering Trowse's application as well as others; should be able to advise in next fortnight
- Will be pushing SNC to stop unfavourable alterations to some properties, particularly concerned with Russell Terrace. Much can be done under permitted development such as new windows, removal of railings and adding a porch, as in School Terrace, however, control can be gained with an Article 4 direction (Town and Country Planning Act). A report will go to Cabinet on 6 February and will recommend the order is made; if approved will come into force immediately. SNC will leaflet residents advising them and Chris Bennett, Conservation Officer, has offered to speak to the parish council. Members agreed he could attend the next meeting and residents could also attend. Concern was raised regarding the recent sale of Alburgh Cottage

ACTION: KP/AB

2016/096) Councillors reports

Cllr Herring reported:

Approached Ben Burgess for a donation to play equipment on the Common and they would be agreeable but requested an official letter from the parish council – The Clerk will send. Ben Burgess also offered to clear the path from Europa Way to the roundabout but noted this was not within the parish and Cllr Herring will pass this offer onto Bob Edwards, Highways.

Had chased Amey regarding faulty street light no. 20 and this had been repaired. The Clerk confirmed that lights belonging to the parish council were being serviced by K&M lighting whilst those belonging to NCC were serviced by Amey and this could cause confusion and she suggested it may be useful to put stickers on the parish council lights advising same and this was supported – the Clerk to action. Has been in the village trimming back overgrowth and raised concern with Bob Edwards, Highways, regarding the state of the brick parapet by the Church as being damaged by brambles etc

Raised concern that the bank along White Horse Lane is deteriorating because of damage from car wheels and suggested that the bollards should be reinstated to protect the railings on the Common, members suggested that perhaps a gulley and kerb would be better

The steps into the woods have now been cleared and also the bridleway. Referred to the response from Richard Bacon, MP, regarding the issues with drainage/flooding

Cllr Fabre reminded members that they cannot contact others in their capacity as Councillor and asked the Clerk to advise members on the procedure for correspondence. The Clerk confirmed that all Council correspondence must be sent from the Clerk and members should only contact external bodies in their capacity as councillors if they have delegated powers from the full Council

Cllr Prentice reported:

Had attended a training session for School Governors

Became aware there was someone sleeping under the flyover bridge and reported to South Norfolk and was advised he had now been offered accommodation but had refused same. SWEP (Severe Weather Emergency Plan) can be used and Contact Assessment and Prevention Service are aware of the person. Noted that Dist Cllr Lewis had also reported the situation

Cllr Greenizan reported:

The sign by Crown Point is still leaning – the Clerk confirmed she has reported again The sign as you enter the woods is in a poor state and someone has crossed out part of it and written on it – the Clerk to report to Whitlingham Country Park

The new path between Newton Close and the cemetery has been completed but noted there is a double kerb in one part, however, overall was good and wide enough for disabled scooter etc

Noted that the water level had dropped dramatically by the side of the water meadow but has now returned to normal and had raised concern with workmen on site – the Clerk confirmed she had also reported to the drainage board

Cllr Steward confirmed that he was very pleased that the path between Newton Close and the cemetery had been completed and had received several positive comments from elderly residents that use the cemetery regularly

ACTION: CLERK

2016/097) Planning matters

a) Applications received to date -

After consideration of the following applications, it was

RESOLVED to recommend as below:-

2016/2979 - 21 Hudson Avenue - Part-Demolition of Garage to create single-storey side extension Garden studio space; insertion of bi-fold doors and conservation roof lights to rear elevation – Approve subject to no neighbour objections

C/4/2016/4001 – Old Station Yard, Bracondale – Retrospective application for installation of tanks for storage of Liquefied Petroleum Gas used at the site and associated works – Noted as retrospective and no objections

2016/2954 – Hilltop, The Street – works to trees in conservation area - Approve subject to no neighbour objections and subject to Tree Officer's approval

2017/0122 – Half Acre, White Horse Lane - works to trees in conservation area - Approve subject to no neighbour objections and subject to Tree Officer's approval

b) Decision notices received to date – Noted for information

2016/2393 - 21 Hudson Avenue - Part-Demolition of Garage to create single-storey side extension Garden studio space – Refusal

2016/2725 – Land at The Dell - works to trees in conservation area – No objections

2016/2846 – Land to north east of 42 Devon Way - works to trees in conservation area - No objections

BA/2016/0357/COND – Whitlingham Broad camp site – Variation of condition 2; amendments to approved plans of permission BA/2015/0223/FUL – Approved with conditions

21/2

c) Planning correspondence –

NCC Single Issue Silica Sand Review of the Minerals Site Specific Allocations

DPD – Noted for information

Norfolk Homes update – Noted for information

Mr Nicholls provided a written update which included the following:

Following receipt and issuing of the planning consent on 16th September 2016 we have been working towards being in a position to make a start on site. This has involved the gathering of all the information required to discharge the pre commencement planning conditions listed on both the Outline and Reserved Matters Consents which need to be addressed before we can indeed commence on site. We hope to have our application to discharge these conditions submitted within the next 2 weeks.

Timeframe wise we will be on site and have commenced development by the 16th September 2017 in line with Condition 1 of the Outline Consent which states the following:

“The development hereby permitted should be begun before the expiration of One Years from the date of approval of the last of the reserved matters”

Once on site the first part of the development commenced will obviously be the infrastructure ie. Roads and Sewers needed to serve the development, school etc.

We still envisage that from commencement it will take circa 4 to 5 years to develop the whole site out however this is still a guestimate as external uncontrollable factors such as the housing market, services provides etc. all can influence this.

In terms of the school site we have had further positive meetings with NPS who are preparing the detailed design work for the County Council and they are in the process of gathering the information to be able to provide us with their services requirements etc. We are still very confident subject to health and safety issues and construction management plans that we will be able to handover the school site to NCC at an early stage so that, on the assumption they achieve planning consent, construction of the school can take place simultaneously with the construction of the housing development.

Finally, we have heard nothing further from the Arminghall Trust following receipt of our planning consent and continue to monitor their actions in relation to access, sale of the site, timeframes etc.

Cllr Prentice advised that hedges are being taken down already and this has created several gaps

ACTION: CLERK

2016/098) Finance matters

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

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

RESOLVED to approve and accept the Summary of receipts and payments and Statement of accounts for November to a total of £111,131.96 and for December to a total of £108,093.34

c) Quote to repaint street lights –

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

RESOLVED to approve and accept the quote from K&M Lighting Services to repaint the light columns at a cost of £65 per light and all parish council lights to be repainted

d) Quote for Defibrillator –

The quote was considered and it was queried whether an electricity supply was required and which location would be best. Cllr Prentice will consider the guidance information and report back at the next meeting and the Clerk to seek confirmation as to whether an electric supply is required – for next agenda

- e) **SAAA Announcement of appointed auditors** – Noted for information
 - f) **Norfolk Age UK – request for donation (S137)** – No donation at this time
 - g) **Confirmation of precept request submission** – Noted for information
- ACTION: CLERK**

2016/099) Land for sale adjacent to allotments

The sale of the amenity land leading to Block Hill allotments was discussed at some length and members were concerned if this would affect the right of way into the allotment site. It was debated whether it would be beneficial for the parish council to purchase the land and what potential it may have to others. The Clerk asked members to be mindful of the many trees on the site and ongoing maintenance costs of same. The Clerk to contact NPS and to express the members' concern regarding the right of way as main access to allotments.

ACTION: CLERK

2016/100) Allotments, Churchyard, Common and Cemetery

a) **Request from Revd Scott, St Andrew's Church re application for parking** – Briefly discussed and members confirmed they had declined a previous request from the Bowls Club to make a planning application. A letter of support was suggested instead and Revd Scott will confirm the necessary details to the Clerk

RESOLVED to send a letter of support regarding use of part of Church Meadow for car parking by the Church

b) **Replacement wooden train** - The Clerk reported that Fenland Leisure would be on site to replace the wooden train from 6 February 2017

c) **Cemetery** –

Memorial bench – The Clerk advised that an applicant had chosen a memorial bench previously agreed and members were in support of the design chosen. The Clerk will meet the applicant to agree a site for the new bench

Gardening work – The Clerk had not received any applications regarding the gardening work from any of the previously suggested parties, however, she had a self-employed gardener who was interested in the work – members discussed this briefly and the Clerk to ask the Gardener to supply a quote for planting out the round bed, general clearance and tidying and then ongoing maintenance work for consideration at the next meeting

ACTION: CLERK

2016/101) Correspondence received to-date

a) **NCC damage to street light** – Noted for information

b) **Change of Beat Manager** – Noted for information

c) **SNC Big Litter Pick** – Cllr Prentice will discuss at the next School Governors' meeting and report back to Council; suggestion to ask for volunteers in the Villager

d) **SNC Budget Consultation** – Noted for information

e) **Broads Authority Newsletter** – Noted for information

f) **Community clearance of stream** – to be considered at next meeting

ACTION: CLERK/KP

2016/102) Chairman's urgent business

None at this time

Meeting closed at 9.20pm

Public Participation Notes

The Chairman invited members of the public to speak and points raised included the following:-

Revd Scott requested support from the parish council regarding the Church's application to use part of Church Meadow as parking. Would like the parish council to make the application in the name of the Council as felt this would be of benefit.


27/2

TROWSE WITH NEWTON PARISH COUNCIL**Bank Reconciliation at 30/12/2016**

Cash in Hand 01/04/2016

87,917.25

ADD

Receipts 01/04/2016 - 30/12/2016

73,615.51

161,532.76

SUBTRACT

Payments 01/04/2016 - 30/12/2016

53,439.42

A Cash in Hand 30/12/2016
(per Cash Book)

108,093.34

Cash in hand per Bank Statements

Cash	30/12/2016	0.00
Lloyds Treasurers 04058297	30/12/2016	85,351.76
Lloyds Business 06378221	30/12/2016	15,206.17
Santander Bus Reserve	30/12/2016	8,988.30

109,546.23

Less unrepresented cheques
As attached

1,452.89

108,093.34

Plus unrepresented receipts
As attached

0.00

B Adjusted Bank Balance**108,093.34****A = B Checks out OK**

23-01-17
