

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL MEETING

Which took place at The Manor Rooms, The Street, Trowse on
Monday 20th January 2020 at 7.15pm

Present: Cllrs A Greenizan, P Greenizan, D Price, J Smerdon (chair), H Smith, J Peart

Clerk: Mr T Leggett.

5 members of the public were in attendance.

1. ATTENDANCE

Apologies from M Haynes, H Bowers & C Bowers. All other Cllrs in attendance.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

To note that a dispensation has been granted to Mr P Greenizan on matters pertaining to Allotments as he is not on the allotment tenancy.

Allotment Holders are: C Bowers, H Bowers, A Greenizan, M Haynes, H Smith. Councillors chose not to leave the room whilst allotment matters were discussed but did not vote on any matters.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 9th December 2019 were agreed as a true and correct record and signed by the Chair.

4. PUBLIC FORUM

- 4.1 County Councillor – Vic James Thomson; The Whitlingham Lane parking legislation has been delayed but is close to completion. Local transport plan is now out for consultation, link to be provided on TPC website
- 4.2 South Norfolk District Councillor – Lisa Neal; South Norfolk District Council have agreed their draft local plan to run through to 2038. The updated Greater Norwich Local Plan is now out for consultation from 29/01/2020, a link will be provided via the TPC website. South Norfolk District Council are requesting for small development sites to promote more housing in rural areas for young people to populate communities. Small sites are requested of between 15-25 houses, with a minimum of 11 per site being attributed as affordable housing. The amalgamation of staff and changes are now complete across South Norfolk District Council and Broadland District Council as their collaborative partnership commences.
- 4.3 A parishioner expressed concern that residents of The Dell, along with other residents that may not have suitable internet access, may not be aware of relevant news such as parking consultations, Parish Council Committee meetings, or minutes and agendas etc.
Chair suggested that the Personnel Committee be expanded to also consider Communications strategy to address situations such as this. **Unanimously agreed.**

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES.

- 5.1 White Horse Lane Hedging – confirmed that hedging has been cut, one area missed, to be actioned. **CLERK – TL/CLLR SMERDON.**
- 5.2 Risk Assessments – next meeting. **CLERK TL**
- 5.3 Village Sign – **Chair** tabled motion that village sign replacement or renovation be considered as part of the ongoing future Neighbourhood Local Plan. **Unanimously agreed.**
- 5.4 Tree T60, Churchyard. Planning Permission has been granted, CGM to carry out works
- 5.5 Annual playground inspection has been ordered to take place in January 2020. Await outcome of inspection

- 5.6 Maintenance Schedule. Meeting to take place with Paul Tong, area manager for Community Payback scheme on 27th January, with outcomes to be discussed at Open Spaces committee on 3rd February. Cllr H Smith to provide potential list of jobs
- 5.7 Fencing at Dell allotments- awaiting discussion regarding general allotment works at Open Spaces committee
- 5.8 Allotment numbering has commenced, posts have been installed, awaiting numbering to be installed.
- 5.9 Water survey at Dell Allotments ordered. Noted.
- 5.10 Defibrillator movement to phone box ongoing. Electrical assessment required **CLERK TL**
- 5.11 Zip wire works have been completed.
- 5.12 Awaiting LED conversion prices for non-LED streetlights. Maintenance company failing to fulfil contract as expected. **Clerk TL** to investigate negating contract and using Ameys as Norfolk County Council do.
- 5.13 Awaiting quotation for Cemetery and Compound Gates.
- 5.14 Cemetery Brick Rotunda – quotation to be obtained. **CLERK TL**
- 5.15 Quotation to be sought for asbestos works by EOS and referred to Open Spaces Committee – **Clerk TL**

6. PLANNING

- 6.1 Application 2019/2318 | Erection of 83 no. dwellings, vehicular access, landscaping, open space and associated infrastructure | Phase 2 Land Off White Horse Lane Trowse Norfolk. **CLLR H Smith** to provide comment

7. ADMINISTRATIVE MATTERS.

- 7.1 Council welcomed **Kate Leggett** as Neighbourhood Plan Administrative Assistant

8. FINANCIAL MATTERS

- 8.1 To agree cheque payments as circulated value £2909.59

Lloyds Treasurers 04058297	£48,130.06
Lloyds Business 06378221	£15,223.34
Santander Bus Reserve 43699240	£9,026.13
Nationwide 90158225	£80,000.00
Total	£152,379.53

- 8.2 Clerk requested to investigate potential pre-paid debit card or other form of payment card limited to £500 of spend per month. **Unanimously agreed**

9. ALLOTMENTS.

- 9.1 Tenancy agreements 2020 – All but 5 tenants either renewed tenancy or given notice. 1 further week to be given to those with o/s tenancies
- 9.2 Further clearance works and ongoing maintenance to be discussed under Open Spaces Committee

10. PLAYGROUND

- 10.1 Councillors AGREED to explore the principle of providing adult fitness equipment via open spaces committee. **CLERK – TL** – to provide information and seek quotes

11. NEIGHBOURHOOD PLAN.

- 11.1 South Norfolk are attended on Friday 13th December at 2pm to give a short presentation, followed by Mark Thompson.
- 11.2 To confirm steering group membership – Cllrs A Greenizan, J Peart, D Price and J Smerdon, with a further 6 members to be sought from the community
- Trowse with Newton Parish Council, The Manor Rooms, The Street, Trowse, NR14 8ST
Locum Clerk: Mrs Sarah Hunt Telephone: 07899798853 Email: trowsepc@outlook.com

- 11.3** Kate Leggett confirmed that application has been made to seek portion of locality grant to cover fees for Jan-Mar 2020, with a further application for funding in April to be managed through steering group. DBS for anybody involved with steering group to be sought via **Clerk TL** if deemed necessary

12. CEMETERY/CHURCHYARD.

- 12.1 Review of charges and regulations ongoing. **CLERK - TL**

13. PARKING CONSULTATION

- 13.1 Parking consultation took place on 17th January with a good attendance. Responses can be submitted up until 9th February, either via **Clerk TL** or direct to Norfolk County Council

14. OPERATION LONDON BRIDGE – Cllr H Smith – next meeting.

- 14.1 Condolence Book to be purchased by **Clerk TL** along with necessary photos of relevant Royal Bridge persons
- 14.2 Condolence book likely to be situated within Manor Rooms
- 14.3 **Clerk TL** to produce policy covering detail of actions to take under Operation London Bridge, including purchasing of flowers/ribbons, publication of templates and info via website/social media/within village
- 14.4 Suggested area for flowers to be designated near the ‘horse trough’ on Trowse Common.
Unanimously agreed

15. 75th Anniversary of end of WWII

- 15.1 **CLERK – TL** provided details of grants available up to £200 for community events.
Cllrs Haynes, Greenizan and Smerdon to discuss further along with local resident Ms C Ender

16. Any other business

- 16.1 Ongoing contract for cleaning of bus shelter to be reviewed by Open Spaces Committee due to perception that works are not being completed satisfactorily

NEXT PARISH COUNCIL MEETING TO TAKE PLACE ON MONDAY 17TH FEBRUARY AT 7.15PM AT TROWSE MANOR ROOMS