

TROWSE WITH NEWTON PARISH COUNCIL

Minutes of the Annual Parish Council meeting, held on 20th May 2024 in The Manor Rooms, Trowse at 7.15pm.

Present: Cllr Bowers, Cllr Owen, Cllr Haynes, Cllr Long, Cllr King, Cllr Price, Cllr A Greenizan and Cllr P Greenizan.

012 (001) ELECTION OF CHAIRPERSON/VICE CHAIRPERSON(S) FOR THE COMING YEAR

1.1 – Nomination for the position of Council Chairperson. Cllr Haynes nominated Cllr Bowers. This was seconded by Cllr Greenizan. Cllr Bowers accepted the nomination. **Cllr Bowers was duly appointed Chair to the Council for the coming year.**

1.2 – Nomination of the position of Vice- Chairperson(s). Cllr Price nominated Cllr Owen and Cllr Long. This was seconded by Cllr Haynes. Cllrs Owen and Long accepted the nomination. **Cllrs Owen and Long were duly appointed Vice-Chair(s).**

013 (002) APOLOGIES

None

014 (003) DECLARATIONS OF INTEREST AND DISPENSATIONS

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

015 (004) MINUTES OF THE PREVIOUS MEETING.

The minutes of the meeting held on the 22nd April 2024 were agreed and signed.

016 (005) PUBLIC FORUM

5.1 To receive reports from District and County Councillors.

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

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

5.2. To receive matters from the public.

A resident commented that the PC had taken possession of two gazebos from the old school. One of which is going on the Common and he enquired as to the use of the other one. He was informed that it had been offered to the Manor Rooms who were considering it.

A resident asked again about the new fence and hedge put up at the Dell allotments. He asked if this item could be revisited and that the space be opened to the public. He was advised that the hedge was replanted as the Council were keen to replant to reinstate the wildlife corridor that was provided by the hedge. The resident was also informed that once Phase 2 of the Mustard way development was complete, there would be an access point to the Dell allotments through the gate in Sparkes wood.

017 (006) MATTERS ARISING FROM THE PREVIOUS MEETING

None for this meeting that are not already an agenda item.

018 (007) COMMITTEE MEMBERS FOR THE COMING YEAR

7.1 – To decide committee members for all council committees for the 24/25 year.

Open Spaces: Cllr Owen, Cllr Haynes, Cllr Price, Cllr Greenizan and Cllr Long.

Personnel and Comms: Cllr P Greenizan, Cllr Long and Cllr Bowers.

Finance: Cllr Haynes, Cllr Owen, Cllr Bowers and Cllr King.

Signed:

Date:

019 (008) COMMITTEE UPDATES

8.1 – Update from Personnel and Comms Committee.

Cllr Long took those present through the most recent meeting of the Personnel Committee. Appraisals have been carried out for all staff, with lots of positive comments about the introduction of the new groundsman.

The next edition of the Newsletter was discussed, and articles suggested.

8.2 Update from Finance Committee

Cllr Haynes gave an update from the Finance Committee. The AGAR for the 23/24 year had been approved and is on this agenda for full council approval. Cllr Haynes made the point that there were no financial recommendations from the internal auditor for this year.

A new signatory had been agreed following the departure of Mrs Barnes from the Council. Cllr Owen has agreed to be the new signatory on all the Council's bank account.

At this point, due to an omission on the agenda by the Clerk, she asked for delegated authority to arrange the Council's insurance policy. This is due to expire at the end of May and would therefore run out before the next meeting. Delegated authority was given to the Clerk, and retrospective approval will be on the June agenda.

8.3 Update from Open Spaces Committee

a) Update from Events working group. Cllr Long and Cllr Haynes gave a brief update on the plans for the summer sports event. All the activities have been decided and the food vendors confirmed. Sign-up sheets are going to be made available for those wishing to enter events and these will be going live shortly.

b) The Clerk gave a brief update on the activities of the Biodiversity Working Group. Work at the Cemetery will be ongoing until further notice. The Clerk also made members aware of other possible funding sources, which is to be discussed at a meeting between the Project Officer at SNDC and the Working Group. It was also thought that some of the CIL funds that were recently received could be used in the creation of new biodiversity in conjunction with Crown Point Estate projects.

c) Retrospective approval of the finish line for the Boudica Way Ultra Marathon. **This was approved: All in favour.**

020 (009) MANOR ROOMS

7.1 Report from the Manor Rooms Management Committee. Cllr Greenizan gave a brief report from the Manor Rooms Management Committee.

- There is to be an AGM of the Trust in late June early July and the public are invited to attend. The Trust are seeking new trustees.

- The Trust are inviting comments over the use of the bowling green. Since the Bowls Club have ceased to use the space, the Committee are keen to ensure it is used appropriately going forward and are welcome to ideas and suggestions.

- The trust currently do not have the funds to make the required repairs and maintenance to the building to make it more energy efficient so other financial sources are to be explored.

At this point Cllr Bowers informed members that a fee for the hire of the Parish Council office space and meeting room hire had been agreed at the last Management meeting.

021 (010) FINANCIAL MATTERS

10.1 To agree payments for April 2024. Agreed

10.2 To agree Bank Reconciliation for April 2024. Agreed.

10.3 – AGAR 2023/24

a) To note receipt of the Internal Audit Report for 23/24. Noted and accepted.

Signed:

Date:

- b) To approve Annual Governance Statement (Section 1) **Proposed to accept the Annual Governance Statement (section 1) as read out by the Chair: Prop, Cllr Price, seconded Cllr Haynes. All in favour**
- c) To approve Annual Accounting Statement (Section 2). **Proposed to accept the Annual Accounting Statement (section 2) as read out by the Chair: Prop, Cllr King, Seconded Cllr Long. All in favour. The Clerk and Chair signed the document.**
- d) To note the dates for the Exercise of Public Rights to View – 3rd June -15th July 2024. **Agreed and accepted.**

022 (011) PLANNING

Applications:

2024/1158 – Crown House, Kirby Road. Replacement of all windows. No objections.

2024/1202 – Easter Cottage, The Street. Replacement of UPC windows and brick up east elevation. No objections.

023 (012) POLICIES

None for this meeting.

024 (013) DATE AND TIME OF NEXT MEETING.

Monday 17th Juen 2024 @ 7.15pm.

DISTRICT/COUNTY REPORTS

District – Lisa Neal

District Councillor Report – May 2024

Investment:

I'm currently working with our Economic Growth team on two major projects, one in collaboration with Wymondham TC which is still in the first stages. The proposal is for Wymondham TC to put an amount of their CIL money in and SNC will put an even larger amount which could mean there would be a pot of £1M to be spent on the public realm of Wymondham Town centre.

The second project is in Diss, which includes updating and re-furbishing the leisure centre in Diss which is currently looking very tired.

SNC have purchased the old John Gross site in Diss, so we are currently looking at this area which also includes the bus station. We are hoping to maybe put a dry gym in the building and create something that overlooks the Mere in Diss. Lots of proposals at the moment.

Election:

We recently had a by-election in Bunwell which we lost to the

This was disappointing but not a surprise due to the National front, mean that no party at SNC has overall control.

I hope this doesn't mean that proposals will not get done as no-one them as this just affects our residents.

Hopefully we will be able to work collaboratively.



Greens.
but it does
can agree on

Planning/Surface Water Flooding:

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Date:

I had a concern that there was a gap in the system from when SNC approves a planning application and sets conditions regarding SuDS (Sustainable urban Drainage Scheme), when I asked how we found out that these conditions were adhered to, I was told that it is the Developer who tells the Council that they have completed the drainage conditions.

I knew of one scheme in my Ward that hadn't been completed in line with the approved plans, and residents had suffered with flooding when we have heavy rain and other Members informed me they have also had the same thing happening in their Wards.

I'm pleased to say when Cabinet set next years budget they agreed to put £100,000 to be spent on increasing resources to be able to monitor these conditions to ensure they are completed correctly.

Norfolk Mitigation Fund:



We held a launch event for this fund on Thursday. Broadland District Council have been successful in a bid where they have received £9.6M from Government to identify and develop mitigation projects to reduce Nitrogen and Phosphorus levels. They are working in collaboration with Local Planning Authorities who have been affected by Nutrient Neutrality, Breckland Council, South Norfolk Council, North Norfolk District Council and Norwich City Council.

The event was held for anyone who may be able to provide mitigations to sell credits to be bought by Developers to enable houses to be built in the catchment areas.

I have attached the website below for more information.

[Home | NMF Norfolk](#)

Norfolk Environment Credits are looking at removal of septic tanks and replacement with package treatment plants.

This is still at an early stage but the general process is:

- The replacement will be free to the home owner.
- The owner will sign over credits to NEC.
- NEC will sell the credits for house building.

There are conditions to be agreed before septic tank can be replaced.

Do you have any properties in Trowse that have septic tanks? If so please let me know where they are.

Town & Parish Council Forum:

- Last week's Town & Parish Forum had **49 attendees**.
- Phil Courtier briefed on **Nutrient Neutrality**. Norfolk Environmental Credits company is now set up. Started trading with credits of around 600 homes to date. The next big deal we are entering into is large septic tank conversion. Financial help to people to convert septic tanks into private treatment plants. The installer is converting a tank a day. Cost of conversion is dependent on-site size.
- Trevor Graham reported on **Community Nature Recovery**. Encourage councils to support and contribute towards benefits to nature and well-being. Communities that wish to get involved are invited to download the toolkit for new joiners. Each community area will get their own page. Helen Sibley, the Green Infrastructure officer offered support to find funding for opportunities for projects.

Signed:

Date:

- Introduction: Julie Ringer, Community Planning Projects Officer. Can assist in realising community ambitions. To bring everyone together and help utilise s106 and CIL; making projects align. If you have a project, where do you go for funding?, etc.
- Nathan Harris Nathan.Harris@southnorfolkandbroadland.gov.uk – **Flood and Water Management** Officer reported that CPRE Norfolk has organised a one-day conference on 22nd May at Dereham Memorial Hall to give advice and guidance on steps parish councils can take to reduce the risk of flooding in their local area. Free tickets available right now. [Flood Management Conference - 22nd May 2024 - CPRE Norfolk](#)
- Richard Dunsire - Head of **Housing and Benefits**. Working on reviewing allocations policy. How people gain access to affordable housing, new or existing social housing. New policy going out to 4-week consultation.
- Andy Sexton gave a Pride in Place update as attached.
- As a reminder, the next Forum is scheduled for **Monday 3rd June 1pm – 2pm**. Meetings will be recorded from that date; following a number of requests.



PinP Update - May 2024.pdf



Community Nature Recovery Presentation

COUNTY – Vic Thomson

A quiet time between finishing budget process and start of new council year

County deal

Directly Elected leader. Vote same as PCC

Going through all the elements before signing later this Summer

Funds:

12.9 mill to fund local priorities

20 million per year for 30 years with regular checks (5 years) Can attract other funding.

Brownfield Sites. 7 million to ease viability issue

Adult Education budget

Currently we do not get money and cannot choose curriculum

County deal puts us in charge of both

Highways behind schedule, still have extra teams in place

Grips

Potholes: patch or repair depends upon water/damp

Resurfacing Whitlingham Lane

Help Funds next year

The last year

Floods. Surface, field run off and ditch. Tidal

Signed:

Date:

Highways affected by lots more work than usual

County deal

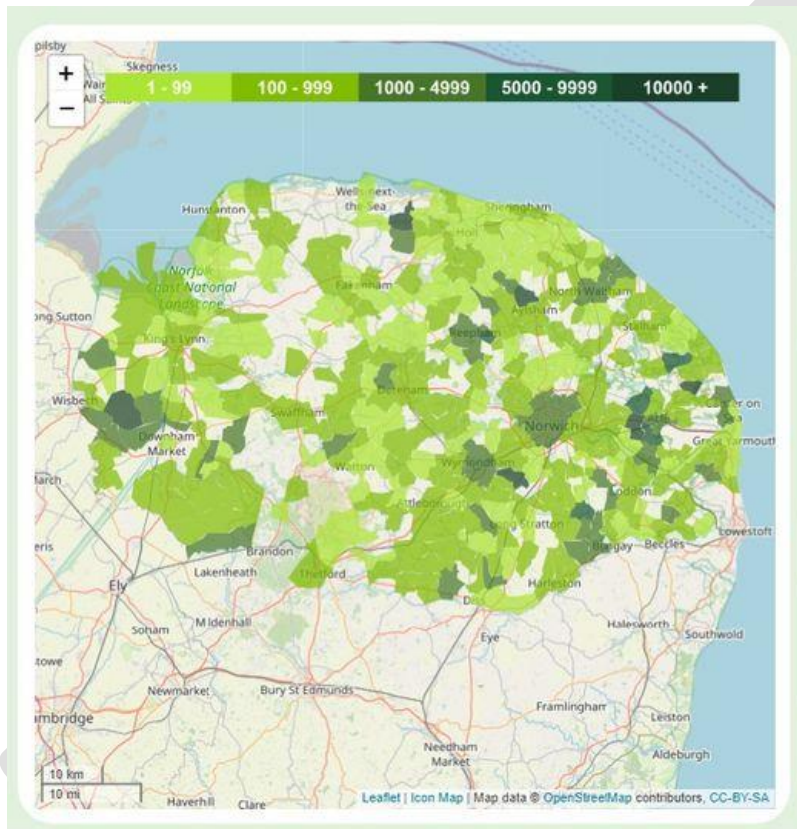
Balanced budget, no 141

Post covid. Getting back to the office

Childrens services inspection

Footpaths

In general, no gates, exceptions i.e. fields with animals



Exciting news! We've planted a staggering 465,291 trees towards our goal of 1 Million Trees!

We started the 23/24 planting season with 276,293, marking an increase of 188,998 trees!

Thanks to everyone who's been a part of this campaign.

Don't forget to share where you've planted! Your contribution helps us track Norfolk's growing coverage and its future impact <https://orlo.uk/BGhy>

Survey: Have your say and help Norfolk make more space for nature

Norfolk County Council, along with 47 other local authorities, is working on a Local Nature Recovery Strategy (LNRS) as part of a national effort to protect biodiversity in England.

Today a survey has been launched to find out which aspects of nature are most important to people in Norfolk which will help to ensure the strategy represents local views.

The survey which is open for the next seven weeks will ask residents, which aspects of nature are most important to them, where their favourite places to visit in the county are and how easy it is to get there.

The survey will also seek opinions on which habitats and species should be included in the strategy - but you don't have to be a wildlife expert! Answers will help the council understand what most people think about nature in Norfolk.

Signed:

Date:

y taking part in the survey residents will contribute to the process of creating this incredibly important strategy. Nationwide, wildlife species have declined by 19% since 1970 but luckily here in Norfolk we have more protected spaces for nature than elsewhere. However, these spaces are in isolated pockets that need improving and linking together, protecting them for future generations to enjoy.

The 48 strategies being created across England will be put together to form a national 'nature network', with each strategy highlighting the most important local habitats and the best places for new habitat to be created.

As well as making more space for nature, this strategy has a wide range of benefits for residents, landowners and businesses. For example,

The creation of additional coastal habitats can assist communities in adapting to sea-level rise, safeguarding homes and businesses.

New green spaces for recreation, such as woodlands, can improve health and wellbeing outcomes for nearby residents.

Supporting farmers to manage their land for nature can bring new funding into the rural economy, generating employment and training opportunities. (a survey for farmers and landowners will be launched in the next four weeks)

Residents can take part in the survey online from today until Sunday 30 June. Visit www.norfolk.gov.uk/LNRSpublicsurvey

[everyl bikes stand repaired and in business.](#)

Scam Alert - Investment scams

Scam Alert - Emails claiming to be from 'Microsoft'

Scam Alert - Computer 'fault' scams

Scam Alert - Emails claiming to be from HMRC

Scam Alert - Bank refund letters

Scam Alert - Travel insurance scam adverts on social media

Rogue Trader Alert - Doorstep Cold Callers claiming issues with properties' roof

Rogue Trader Alert - Doorstep Cold Callers selling household products

Cold Calling Alert - Telephone cold calls regarding 'loft insulation'

Cold Calling Alert - Doorstep Cold Caller offering to undertake work on roofs

Signed:

Date: