

BRANDON PARVA, COSTON, RUNHALL & WELBORNE PARISH COUNCIL - MEETING MINUTES

Wednesday 14 July 2021, 7:30pm, Welborne Village Hall.

Present.

Councillors – Simon Guest (chair), Peter Wood, Clare Kay, Clare Miller, Mike Webb along with the clerk Bev Long. Also, present was District Cllr Richard Elliott, County Cllr Margaret Dewsbury and 2 members of the public.

1. To receive and accept any apologies.

Andrew Egerton-Smith

2. To receive declarations of interest in items on the agenda and requests for dispensation.

None.

3. Declaration of acceptance of office – chair

Document signed by Simon Guest, chair in the presence of the clerk.

4. To approve the minutes of the meetings held on 5 May, 28 May (planning) and 28 June (audit) 2021

All minutes were approved and signed by the chair.

5. Matters arising from the minutes – not covered elsewhere.

5.1 Salt bin – lettering has faded on the salt bin in Brandon Parva and is now illegible - agreed to ask in the Newsletter if anyone is able to 're letter' the bin.

6. Matters for discussion.

6.1 GDPR – no issues to report

6.2 Defibrillator – Clare Miller had emailed to all Cllrs just prior to the meeting the quote received from the Community Heartbeat Trust. Grant of £500 towards the cost had been received from Richard Elliott's funding and donations had also been received. Fundraising events later in the year. Welborne Village Halls defibrillator had now been installed on the wall to the right of the kitchen door – which is at the side/back of the building and not necessarily visible from the roadway. Mike to take this observation back to the village hall trustees.

6.3 Supporting Local Business Development – George Freeman had responded and a zoom meeting has been arranged for 15th July 2021 at 5pm. Andrew, Simon, Richard Elliott and Margaret Dewsbury would be attending.

6.4 What would councillors like to achieve in the future – update

6.4a Footpath from Welborne to Barnham Broom - Mike had emailed Barnham Broom Parish Council who had responded that they would be happy to work with us on this. Mike to continue his work on this.

6.4b Bus Stop for school bus in Runhall – Clare Miller has met with Highways who are now looking at cost and location.

6.5 Parish Council Website – Simon and clerk to look at any alterations that can be made to improve the website.

6.6 Notice Board in Welborne – costings to replace board given by clerk – to replace with the same boards as already in the parish £444 plus VAT and delivery. Council agreed to use £313.27 of the CIL money as part payment. Clerk to order.

6.7 Council vacancy – one application had been received from Donna Dean. Donna spoke to the council regarding the skills and experience she would be able to bring to the council. Donna was thanked by the chair.

6.8 Litter wardens – Coralie Meadows has left the area so is unable to continue in the post. Coralie had recommended a parishioner to replace her, clerk to contact her. No reports or information had been received from the remaining parish litter wardens – clerk to contact them to see if they wish to continue and if they could send a small report for each meeting. Clare Miller advised the council that she is looking to be part of South Norfolk's Big Litter Pick for the parish in September/October – item to be placed in the newsletter.

6.9 South Norfolk Village Clusters Housing Allocations Plan (VCHAP) – No sites approved or suggested in the parish but others in neighbouring parishes. Information regarding the consultation to be put in the newsletter.

7. Planning Matters

7.1 Planning History/decisions 2021 – councillors viewed the spreadsheet detailing decisions since our last meeting.

7.2 Application 2021/1602. Extension to dwelling, new hobby/workshop & machinery store. Keepers Cabin, Mattishall Rd, Welborne. NR20 3LW – application viewed. Councillors agreed to report a neutral standing with no comments.

7.3 Appeal on application 2020/2074 – APP/L2630/W/21/3270254 Land to the rear of Field View, Welborne Common, Welborne. Councillors agreed to make no further comments.

8. Residents questions

Condition of Roads – especially Stone Lane/Black Horse Road in Runhall. Resident informed council of her case with Norfolk County Council regarding damage to her tyre following hitting potholes on these roads. Resident advised that the parish council would place an article in the newsletter and contact Norfolk County Council highways engineer. Also advised to contact

George Freeman MP to see if he could help in any way. Margaret Dewsbury advised resident that if she passed on the case information to her, she would refer it to Martin Wilby.

9. Reports from District Cllr, County Cllr, & Parish Cllrs

District Cllr Richard Elliott reported two new services were being rolled out in South Norfolk as part of the Help Hub (multi agency services); one being mental health and well being and the other minority/ethnic groups. He also advised that he still has some members ward grants to award by the end of December.

County Cllr Margaret Dewsbury report had been circulated to Cllrs prior to the meeting – Broadband; 95% of Norfolk now covered but if areas still not receiving good reception, then please report it. Details will be put in the newsletter. Mobile phone: providers being encouraged to share masts to enable a better signal for all.

10. Public Rights of Way (PRoW)

10.1 Update report – FP11 has now been cut / FP3 reported to Highways as very overgrown.

Simon to look at drafting a letter to be sent to all landowners who have footpaths across their land – reminder of their responsibilities.

10.2 Update from wardens and any other issues – Jane Brown has resigned as Footpath Warden for Runhall, Donna Dean has volunteered to be the Footpath Warden for Coston and will also take on Runhall

11. Highways

11.1 Update report was discussed – No response received from Adam Mayo – NCC highway engineer.

Simon to email Adam and copy Margaret in. Other issues discussed included verge cutting – some verges had not been cut at all in Welborne, these have been reported but a lot of the roads in the village are now very dangerous. Also, the number of cuts per annum – this has been reduced. Simon to query both with Adam.

11.2 Flooding near Brandon Parva Rectory – raised by a parishioner, area has a drain, but it is currently blocked. Simon to add to the list for the highway engineer to see if this can be cleared asap.

12. Finance

12.1 Annual Audit – completed and all necessary documents have been published on the website

12.2 Cheques were approved and signed for; Clerks pay £700.44, Clerks expenses £58.18, Information Commissioners Office annual renewal £40, Zurich Insurance £167.44 and Newsletter printing costs for Simon Guest £11.48.

13. Correspondence, including circulated items via email prior to meeting not included elsewhere.

13.1 Advertising signs – some non-Norfolk County Council highways signs have been erected in some areas of the Parish. Simon to add to NCC report. South Norfolk Document regarding signage to be circulated to Cllrs.

13.2 Allotments – Cllr advised that communication needs to be directed in the first instance to The Trustees who administer the area.

14. Public along with District and County Cllrs left the meeting

15. Co option

Councillors agreed to co opt Donna Dean onto the council. Simon to contact Donna, clerk to arrange the necessary paperwork.

16. Next meeting date

Agreed as 15 September 2021

17. News from BPCR & W Parish Council – agree items for next edition

Agreed items to be included – Highways including Footpath Warden changes, Defibrillator, Broadband, Flower Rota for Welborne Church, Salt Bin, Co-option, VCHAP and South Norfolk Litter Pick

There being no further business the meeting closed at 9.20pm