

# Brandon Parva, Coston, Runhall & Welborne Parish Council

Minutes of the Parish Council Meeting held on Wednesday  
18<sup>th</sup> July 2018 in Welborne Village Hall at 7.30pm.

**Councillors present;** Simon Guest (chair), Peter Wood, Clare Kay, Carolyn Bailey (vice chair), Jaqui Russell, Andrew Egerton-Smith and Mike Webb.

Also present were Bev Long (clerk), Jane Brown (countryside ranger) and 2 members of the public.

**Apologies received;** Michael Edney (District Cllr) and Margaret Dewsbury (County Cllr) – due to another meeting.

**Declarations of Interest;** *Mike Webb is treasurer of Welborne Village Hall. Andrew Egerton-Smith is a member of the Parochial Church Council of All Saints Church, Welborne. Peter Wood and Mike Webb are trustees of Runhall Recreation Ground. In a small village, some overlap of membership between village organisations is inevitable. There may be occasions when decisions are taken which affect Welborne Village Hall, Runhall Recreation Ground or Welborne Church and it is not possible to carry out the business of the council without those named being involved in such decisions.*

**To receive declarations of interest in items on the agenda and requests for dispensation:** Declaration from Clare Kay – Planning item 1(a)

**Minutes of meeting;** the minutes from the meeting on 23<sup>rd</sup> May 2018 were agreed and signed.

## **Matters Arising; (not covered elsewhere)**

1. Broadband & Mobile phone coverage – following the article placed in the parish council newsletter 4 residents of the parish had sent the clerk their details to be passed on. Some discussion followed regarding the whole set up and postcodes that were not included but who still couldn't pick up good broadband. Simon agreed to investigate those postcodes – Jaqui to send him her details. An update would be placed in the newsletter.
2. South Norfolk Councils Big Litter Pick – Clare Miller had organised with approximately 12 people took part. The council thanked Clare for organising this.
3. Anglian Water Sewerage work – sewerage system was now operational for those that had requested connection. Regarding the 'grass triangle' Anglian Water are satisfied that they have rectified the problem and the issue is resolved. Cllrs discussed this and agreed it was still not satisfactory. A proportion of the outstanding work would be completed by Norfolk County Highways at a later date. Simon to move this forward with both Norfolk County Highways and possibly Tom McCabe and with Anglian Water.
4. Draft Norfolk Access Improvement Plan – comments had been sent to Simon who collated and submitted them on behalf of the council.
5. Newsletter – Mike and Jaqui had met following our last meeting. Jaqui would now produce the newsletter after each meeting which she will get printed at her place of work for a contribution cost of £60 per annum.

## **Matters for discussion;**

1. GDPR – Clerk reported website had been updated with cookies statement and all our policies on this matter.
2. Council meetings – do we want to do anything different. Agreed that any items for the agenda from councillors to be sent to the clerk 2 weeks before the meeting date, a couple of spare agendas would be printed off for members of the public who attend, and that ‘planning’ would be moved to after ‘matters for discussion’ on future agendas. Councillor queried draft minutes being placed on the agenda – clerk advised this was a legal requirement.

## **Residents’ questions;**

Jane asked about the play area sign that Margaret Dewsbury was actioning – Jane advised to contact Margaret direct. Jane also updated the meeting regarding the renovation of the phone box in Runhall. A history evening hosted by Mr & Mrs Miller raised £87 towards the renovation. A grant of £100 had already been received from South Norfolk Council for the boxes renovation. It was hoped that progress of the renovation would move forward and the outcome of displaying the history of Runhall and a swap shop could be achieved soon.

## **Parish Plan - action plans;**

1. Website communication. Cllrs photos had been removed along with their details updated. Most of the parish plan had been completed but it was agreed the item would continue to be placed on the agenda for the time being.

## **Reports from District & County Councillors & Parish Councillors; Councillors;**

Carolyn reported that there had been a white van(s) around Herring Lane area in Coston. Often heard at 1-1:30am but has also been heard at 4am. The van doesn’t seem to stop in the area – just drives up and down the lane. Carolyn to report to the police.  
Clare reported to the council that the footpath across the field to the church in Runhall had been cleared and was now able to be walked.  
Clare had attended the flint course at Welborne church which was excellent. Another course was hopefully planned for the Autumn.  
Verges – very badly cut this time and in some areas missed altogether. Council discussed this was a problem throughout the parish and Simon would contact Bob West, Norfolk County Council Highways about the problem.

## **Reports from others;**

**Countryside Ranger** – Jane asked about dog fouling signs – Clerk to ask South Norfolk Council about them. Item to also be placed in the newsletter.

## **Highways;**

1. Simon to add to his report to Highways the following issues raised; Verges, Finger post outside village hall - 1 fingers has fallen off, Crossroads, Welborne (top of Church lane/Mattishall Rd) – Welborne spelt with a ‘u’ in it, Flood Lane, Welborne – spelt with 2 x b’s

## **Finance;**

1. Cheque payments; Jaqui’s Training – Councillor induction with Norfolk Parish & Town Support = £36, Clerks pay and expenses including approved overtime for GDPR work –£843.53 and grants as approved at the last meeting – Runhall Play Area £100 and Runhall Recreation Ground £126 were agreed and signed.

2. Annual Audit – Completed and required paperwork/documents have been uploaded to the website.
3. CIL – (community infrastructure Levy) – Clerk explained some of our CIL payment had been used for the Parish Notice boards – the balance between the grant received and the cost of the boards. Current balance of £313.27 is available - to be spent by 2022.

### **Correspondence;**

Clerk to continue forwarding electronic information received. Items since last meeting; Police Connect messages, Your PCC news update, OP Randall Rural Crime Newsletter.

### **Planning;**

Having declared an interest Clare Kay left the meeting for this item.

1. Applications for consideration;

(a) SNDC – 2018/0982 & 2018/0981 – Church Farm, School Lane, Runhall. Single storey brick and flint extension with flat roof section, including glazed lantern, new entrance porch to front and minor internal alterations. Also, a listed building application. Slight amendment to previously submitted plans. Councillors viewed and fully discussed the application. The council would comment neutral but thought these amended plans contained more information. It was noted the porch design had been changed and it was felt this was an improvement and more in keeping with the property.

Clare Kay returned to the meeting.

(b) SNDC – 2018/1275 – Linden Cottage, Welborne Common, Welborne. Change of use of holiday let properties which were converted from former laboratory to residential status. Change of use application. After viewing papers councillors agreed the information they contained was not current and it was a poor application. They queried that when the properties were originally converted the planning approval said the properties were not big enough for residential use and thus had to be holiday lets; given they could find no evidence that the size of the properties had changed or explanation why this restriction no longer applied the council agreed to refuse application. Andrew was in support of the application.

2. Any time limited planning issues; None
3. Any planning notifications – Andrew enquired about a previous application at Frogs Hall. Clerk explained that the council no longer receive notification of the outcome of applications – they were available on South Norfolk Council’s website to view
4. Planning issues; None

Items agreed for the newsletter, Jaqui to draft and circulate for approval.

**Next Meeting – agreed as 19 September 2018**

**There being no further business the meeting was closed at 8:50pm**