

# **Brandon Parva, Coston, Runhall & Welborne Parish Council – Meeting Minutes**

**Wednesday 17 July 2019 at 7:30pm, Welborne Village Hall**

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Parish Councillors present: Simon Guest (Chair), Clare Kay, Clare Miller, Mike Webb and Peter Wood. Also, in attendance: Bev Long (Parish Clerk), County Cllr Margaret Dewsbury, District Cllr Richard Elliott and two members of the public

**1 Declaration of acceptance of office**

Simon Guest signed the Cllr and Chair declaration of acceptance of office paperwork.

**2 Apologies for absence**

Apologies were received and accepted for Cllr Carolyn Bailey and Andrew Egerton-Smith – holiday and Runhall Countryside Ranger Jane Brown.

**3 Members declarations of interest in items on the agenda and requests for dispensation**

Clare Miller declared an interest in item 6.4

**4 Approval of the minutes of the meeting held on 15<sup>th</sup> May 2019**

Following the addition of words to 11.2 - *Change of use has occurred* – there has been an increase in traffic on the roads and there is concern there will be *lots of vehicles using a driveway which has been created at the back of the resident's garden*. The minutes were then approved and signed by the chair.

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

- 5.1 Holly Brook Farm – parish council has written to the enforcement officer, but no response has been received. Residents present informed the council that they had spoken to the enforcement officer who assured them he would investigate the issue, but it would take a few weeks before he could make a report. Residents would keep the council updated.
- 5.2 Road Name Signs – none had been reported to the clerk to date – Cllrs reminded to let the clerk have any issues by 26<sup>th</sup> July.
- 5.3 Static Caravan in Runhall – Notification from the enforcement officer had been received detailing that the mobile home is going to be used for ancillary accommodation to the main dwelling and therefore planning permission is not required.
- 5.4 New Cllr Training – Clare notified the council that the previous dates given to her were not suitable. Clerk gave an updated list of training dates.

## **6      Matters for discussion**

- 6.1    GDPR – no issues raised
- 6.2    Runhall Recreation Ground trustees – council agreed that at least 1 trustee should be a member of the parish council. Simon to speak with councillors but would be happy to attend the next trustee meeting on behalf of the council. Item to be included on the next meeting's agenda.
- 6.3    Newsletter – production and printing. Discussion followed and it was agreed that printing of the newsletter would be done via Doxdirect at a cost of £7.99 per 1 double page. Simon volunteered to produce the newsletter following each meeting. Clerk to add amount to next year's budget.
- 6.4    Bins/Rubbish in Runhall – resident concerned about rubbish outside a house down The Green, Runhall. It is often spread around the area with overflowing bins. Richard Elliott – District Cllr – advised the council that South Norfolk were already investigating the problem which should be finished in a couple of weeks and any enforcements, if necessary, will then be made.

## **7      Planning**

- 7.1    Planning History/Decisions 2019 – Simon had circulated an update prior to the meeting which was viewed.

## **8      Residents Questions**

- 8.1    Resident advised council that the National Transport Survey, which happens annually had occurred this week.

## **9      Reports from District Cllr, County Cllr and Parish Cllrs**

- 9.1    County Cllr Margaret Dewsbury gave her report – Dualling of A47 has been agreed although junctions still to be decided, Western Link agreed as route C – Margaret had voted for route D – concern raised regarding Honningham Crossroads but parish councils will be consulted to look at solutions to shortcuts/rat runs. The Parish Council needs to start looking at possible solutions – perhaps weight/size limits/double kerbing. There is a local parish council alliance group - Margaret to send details to clerk.

District Cllr Richard Elliott was welcomed to his first attendance to the parish council meeting – his report is at appendix A to these minutes.

## **10     Reports from Others; Litter wardens, Fuel co-ordinator, Countryside ranger**

Nothing received.

## **11     Highways**

- 11.1    Highways review with Bob West – Highways grid updated. Updated review was discussed. It was advised that some verge cutting had already been completed.

11.2 Passing place signs – Margaret had advised the council that she was happy to pay for x 2 signs to be used along Runhall Rd/Church Rd. Clare to liaise with Simon regarding suitable locations which could then be reported to the highways engineer Bob West. Margaret was thanked for her generous offer.

11.3 New highway matters – nothing received

**12 Finance**

12.1 Cheques for approval and signature – approval given for: Simon Guest – newsletter printing £7.99 and Clerks expenses £34.47 & wages £666.31 (£700.78)

**15.2 Correspondence**

Only items circulated for information prior to meeting

**13 Next meeting**

A change of date was agreed to 25<sup>th</sup> September 2019. Clerk to update website and make necessary changes to hall booking.

**15 News from BPCR & W parish council** – agreed items for next edition. Change of meeting date, South Norfolk District Council grants, Footpath clearing, Greater Norwich Local Plan, Mobile library changes in times and Norwich Western Link recommendation.

The Chairman closed the meeting at 8:40pm