

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

Wednesday 16 September 2020, 7:30pm via Zoom Video Conference.

This meeting took place via video conference due to the current Coronavirus pandemic and government guidelines to stay at home.

Present;

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

1. To receive and accept any apologies.

Apologies received from Jane Brown – Countryside ranger.

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

No declarations of interest were declared in relation to items on the agenda

3. To approve the minutes of the meetings held on 11 March and 15 July 2020 and planning meetings on 22 May, 19 June and 29 July 2020.

The minutes were approved and would be signed outside of the meeting by the chair.

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

4.1 Road name signs – All signs that had been reported to South Norfolk District Council had now been replaced

5. Matters for discussion.

5.1 GDPR – no issues to report

5.2 Councillors resignation – Carolyn Bailey had tendered her resignation – the chair thanked Carolyn for all her work for the council. Clerk to inform South Norfolk of the resignation and information to be placed in the next newsletter. A new vice chair will now be required – item to be placed on the next meetings agenda.

5.3 Norwich Western Link Road – report was given by Clare Kay which included information regarding possibly Mattishall new houses/cycle path to the UEA and hospital. The dualling of the A47 has now been put back 2-3 years so will be 2024-2025. The consultation ends 20th September and Clare had delivered consultation packs to all councillors prior to the meeting. Clare and Simon were happy to continue attending any future meetings.

- 5.4 Defibrillator – Andrew had been unable to progress further with this but would explore the possibilities and give a report at the next meeting.
- 5.5 Newsletter distribution – Carolyn Bailey has said she would be happy to continue as a distributor, Simon was also happy to be added to the distributor list. We had two further volunteers Julie Thurgood and Martin White – Simon to contact them with their route details. Thanks were given to Sharon and Ian Ferguson as they now stand down from distributing. Item to be placed in the newsletter.
- 5.6 Public Rights of Way (PROW) – following on from a letter the chair had received from Jane Brown, the councils countryside ranger the contents were discussed – including information from NCC’s website which gives detailed information regarding all the footpaths in the parish which we believe to be approximately 18. It was established that although Norfolk County Council has overall responsibility for the footpaths the landowners have some responsibility themselves. Simon to liaise with Jane regarding what happens next.

6. Planning Matters

- 6.1 Planning History/decisions 2020 – councillors viewed the spreadsheet detailing decisions since our last meeting.
- 6.2 Planning application – 2020/1612 – New double garage and access. Keepers Cabin, Mattishall Rd, Welborne. The councillors approved this application.
- 6.3 Any time limited planning – none

Councillors discussed the queries that had been received regarding ‘The Pit’ area at the bottom of Hill Lane – some concern was expressed regarding the activities there – social/leisure. Clerk had passed the information on South Norfolk planning but due to the current pandemic it was unlikely it would be followed up for some time.

Woodfarm Road - discussion followed regarding some concern raised regarding the two caravans that had appeared at a property on Woodfarm Road, Runhall along with what appears to be a livery business. South Norfolk had been to look at the property and stated that the original caravan was ancillary to the property. No further action was therefore necessary.

7. Residents questions

None received.

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

County Cllr Margaret Dewsbury’s report had been circulated prior to the meeting and contained information regarding Boundary changes – divisions to even out the sizes which would not affect us very much, district boundaries would remain the same.

District Cllr Richard Elliott reported that the council had continued to deliver essential services during this pandemic, nothing had stopped completely but many things had changed. Many employees were working from home with all meetings being virtual. He then gave details

regarding members grants along with the community action fund. Mr Elliott indicated that he would be able to help with the funding of a defibrillator should he wish to proceed with a purchase.

9. Reports from others; Litter wardens, fuel co-ordinator, countryside ranger

No reports given

10. Highways

10.1 Highways outstanding issues – discussed spreadsheet report from Simon; surface dressing and white lines have been completed, no more are now due. Simon to address the removal of the surface dressing signs around the parish with Highways. Other issues were discussed – Item 21 – Mike to speak with the farm for an update, Item 24 - Simon to resend details to Highways, Item 25 – questioned if this was complete – Peter to check. Item 26 – not yet resolved.

8:30pm – Andrew Egerton-Smith left the meeting

11. Finance

11.1 Cheques for approval and signing – Simon Guest - £10.43, newsletter printing; Bev Long - £153.23, annual website costs; Bev Long - £41.96 expenses & £715.80 clerks salary (which includes the agreed pay increase of 32pph) = £757.76. All approved and clerk will arrange for cheques to be signed.

11.2 Annual Audit – exception had been acknowledged from auditors.

12. Correspondence, including circulated items via email prior to the meeting & not included elsewhere

Nothing further received

13. Next meeting date – 18 November 2020

14. News from BPCR & W parish council – agree items for next edition

Agreed items – Footpaths, co-option, Western Link, Boundary Changes, Newsletter Distribution, PROW's

There being no further business the meeting closed at 8:45pm