

GREAT WITCHINGHAM PARISH COUNCIL

Draft Minutes of a meeting held at 7.30 p.m. at Gt. Witchingham School on Thursday 24th July 2012

Present: Sally Acloque, Stephen Williams, Chris Cate., Mark Pead, Jane Wisbey and Ron Cornell in the Chair.
Clerk: Peter Dilloway, James Joyce (County Councillor) and 8 members of the public.

(1117). Apologies. Kevin Francis.

(1118). Minutes of the meeting held 24/5/12 were agreed to be a true record and duly signed by the Chairman.

(1119). Matters Arising.

- (i). Minerals and Waste Plan. Lenwade Industrial Estate – waste facility. By virtue of the existing EASCO plant, the site has for many years been designated as a potential site for waste. The site is not well served by transport links even with the advent of the Northern Distributor Route proposals. It was considered that in the unlikely event that a planning application should be put forward in the future, this Council will oppose it.
- (ii). Northern Distributor Route. The route has funding as far as Norwich Airport but not beyond to the A1067. If and when funding is available, this section will be completed.
- (iii). Post Office. The whole property has been sold and it believed that the shop will be converted into a bungalow.

(1120). Code of Conduct.

- (i). This item was added as a matter of urgency as the current code has become defunct due to the dissolution of The Standards Board for England and the adoption of a new code is a legal requirement. It has been recommended that the National Association of Local Councils (NALC) code be adopted for a short period of time until the final version of the document is issued. It was proposed by RC that the draft NALC code be adopted and revised once finalised. Seconded MP, carried.

(1121). Correspondence:

- (i). Most correspondence has been circulated
- (ii). BDC Parish Pages magazine

(1122). Village Hall.

- (i). Chris Cate gave a comprehensive report on the current situation. This had arisen from questions at the last PC meeting asking what consideration had been given to viability and sustainability.
- (ii). The VH Committee has always held sustainability at the forefront of their thoughts though the changing funding availability has meant that goalposts have had to frequently change. The Committee have always striven to provide the best, most suitable hall given the changing funds available. As a result the team's focus has had to switch to where priority demands.
- (iii). The greatest difficulty has been 'starting from scratch' since there has been no village hall for nearly five years. As such, there are no pre-existing user groups on which to base income and no current running costs. The Committee has gathered information from other halls and therefore has some idea of potential costs and the amount of income needed to cover those costs. They are already working hard to establish interest from and form links with user groups for the future. A number of easily achievable activities are also being considered to help bring people to the hall. It is of paramount importance that the village supports their hall, which is a community asset, both in terms of use and voluntary help with all aspects of running and maintenance. Chris then introduced Rowan and Peta Banks who had responded to a request for help from people with management and business skills to assist the committee.
- (iv). A discussion on the viability of the new hall ensued. The bottom line is that whatever figures are used as a base to establish a sound business plan, only actual use once the hall is built will establish the true picture.
- (v). The question was asked what the role of the Parish Council was as Custodian Trustee. In essence, it provides a permanent entity of ownership of the hall and a fall-back position should there ever be a lack of management committee. The hall committee will strive to operate year on year with surplus funds.

- (vi). A further funding grant is being sought from NRCC and the committee members were praised for their efforts in putting the application together. It has to be appreciated that no matter how small the funding is, the amount of work that goes into applying is no less than larger fund applications and much midnight oil has been burnt on this one.
- (vii). On paper, if the hall was used only one third of the hours available, it would break even.
- (viii). There are number of issues to be dealt with in due course, amongst which are funding on-going maintenance, lobby BDC Planning Committee for support, seek further funding support/contributions. The PC and developer will be represented at the Planning Committee meeting.
- (ix). The committee are now progressing with designs for a children's playground.
- (x). The Chairman thanked the Committee for their sterling efforts to date without which there would be no prospect of a new hall.

(1123). River Wensum.

- (i). Silt has still to be removed and costs for the work have now been put forward to the Environment Agency and approved. Subject to the silt not being classified as hazardous waste, the work will be carried out before April 2013.

(1124). A1067 Accident reduction. Bawdeswell to Lenwade.

- (i). On 1st June 2012 the Highways Engineer reported that the Eastbound electronic sign would be replaced and the Westbound sign inspected. Members had seen no improvement in the Westbound sign and the Eastbound appears to still be the original.
- (ii). Speed at the Eastern end of the village is acceptable because of the pre-village reduced limits. The Western approach is 60mph all the way from Bawdeswell. Visibility and the number of junctions gives rise to the occurrence of accidents.
- (iii). Members discussed the number of factors involved and resolved that a speed reduction should be sought down to the entrance into the village and support given to Lyng and Sparham PC's who would also like to see a speed reduction on the A1067.

(1125). Request for sponsorship – Paul Williamson (London Bikeathon). Money raised will go to support the work done by a voluntary organisation, Community First Responders (CFR). After discussion it was resolved to decline sponsorship by the Council as sponsorship of an individual may not be legally permitted by the Local Government Act (LGA). Sponsorship by individual Councillors would certainly be entertained as could a direct donation to the CFR under Section 137 of the LGA as it could be seen to benefit the community.

(1126). Payments/Financial Matters:

- (i). Litter clearance payment to date (£41.75) – R. Cornell - Cheque No. 100617

(1127). Risk Assessment.

- (i). The current Risk document was reviewed and considered up to date. There are no risks requiring actions other than already covered by the document at this time. Risks associated with Custodian Trusteeship of the village hall will need to be added when appropriate.

(1128). Transcription of 1811 Enclosure act

- (i). The task will be back on course in the autumn.

(1129). Planning Matters.

- (i). 20120660 Great Witchingham School 1.8M fence. Permission has been granted to replace the old railings with 1.8 metre fence which has led to public furore. The railings have been at the school since 1911 and discussions are taking place to ensure that that the railings remain, if necessary, in tandem with the new fence. NCC believes that Broadland did not have powers to determine a school planning application and will investigate.
- (ii). 20120546 – Change of roofing material – St. Faith's Church. (permission granted) . The conversion to a dwelling is now under way and the new roof is virtually complete and looks absolutely splendid

- (iii). 20120800 – Addition of dormer windows – Church Farm (Listed Building consent). Members viewed the plans and found no objection to the scheme as proposed.
- (iv). 20120843 - Lenwade House Hotel (LHH) Temporary permission for marquee. The marquee has been a permanent ‘temporary’ feature at the hotel since 1999 and over the years many people have complained about loud music which emanates from it. On occasions the music has been played much later than permitted. Only recently, music was heard at 2.00 am. Music also tracks along the river disturbing The Street and the Mill. Members felt that whilst the hotel should be supported and whilst the marquee is a core component of the business, it had not demonstrated consistent ability to monitor or prevent noise nuisance and late night loud music could not be allowed to continue to disturb residents. It was resolved to object to the application, seek a review of the Premises Licence and request that a permanent structure be provided for functions. A copy of the objection will be set to LHH.
- (v). Clay Hall Farm.
 - (a) There is a proposal on the table to remove all industrial buildings from the site and replace them with a development of 15 prestigious dwellings. This will lay the ghost of rendering to rest forever.
 - (b) BDC have taken the view that it is an acceptable scheme provided that there are an additional number of affordable homes included in it. It was thought that these could have been added at Heath Lane. NCC has said that the vehicle access at Heath Lane will not support further housing.
 - (c) The present view of Graham Dacre and his team is that if the village will support the proposal for the 15 houses, the issue of affordable housing can be overcome by way of a financial community contribution instead. It is the Council’s view that this represents a good way forward as there are already a number of affordable, rental and shared ownership homes in phase 1 of Hubbard’s Loke and eight more affordable homes in phase 2 currently awaiting planning permission.
 - (d) It was proposed that Councillors consider what options are available and meet with Graham Dacre to finalise an ‘in principle’ scheme. Once a satisfactory scheme has been decided upon it will be taken to the village for support.

(1130). Any Other Business:

- (i). CC asked if there was any progress with a Parish Plan. A mini version was undertaken in 2004. There are no plans to pursue one at this time.

(1131). Meeting open to the public.

- (i). It was asked if all meeting dates could be put in the Wensum Diary
- (ii). Someone has slipped on the bridge along Marriott’s Way because part of the rubber matting is missing. The Clerk will report it.

(1132). Date & time of next meeting: at The School at 7.30pm Thursday 27th September 2012.

Meeting Closed 9.45 pm

AGENDA
GWPC Meeting – 7.30pm Thursday 27th September 2012
at Gt. Witchingham School.

(1133).Apologies

(1134).Minutes of meeting 24/7/12

(1135).Matters Arising

(1136).Correspondence:

- (i). Most correspondence has been circulated

(1137).Community Construction Fund (recently announced by NCC)

(1138).Village Hall.

- (i). Progress of planning application.
- (ii). Progress of business plan.

(1139).River Wensum

(1140).A1067 Accident Reduction – Bawdeswell to Lenwade.

(1141).Payments/Financial Matters.

- (i). Annual Audit Return – Auditor’s Report
- (ii). Audit Fees 2011/12. Mazars £60.00
- (iii). Litter clearance payment to date (£TBA) - R. Cornell
- (iv). Clerk’s salary (£387.70) plus expenses to date (£TBA)

(1142).Planning Matters

Informative

- (i). Clay Hall Farm Informal proposal to demolish buildings and erect dwellings – Mr. Dacre is unwell at present and hopes to be in a position to present a scheme for the parish to approve (or disapprove) in October.
- (ii). 20120660 - Great Witchingham School fencing. - **Permission granted, old railings removed**
- (iii). 20120843 - Lenwade House Hotel Temporary permission for marquee. **Awaiting decision**

For Discussion

- (iv). 20121106 - 35-37 Fakenham Road - Change of Use from Post Office Shop (A1) to Residential (C3) 2. Subdivision of Property to Create Additional Dwelling.
- (v). 20121164 - One Way Circuits, Station Road - Demolition and Re-Building of Light Industrial Unit (Unit 2) and Repairs to Fire Damaged Light Industrial Unit (Unit 3).

(1143).Any other Business

- (i). Parish Laptop. The Laptop has recently stopped working entirely. It was due to be replaced in November and is uneconomical to repair. The clerk seeks to establish a budget and timetable for a replacement to be funded by this Council, together with Elsing and Lyng Councils.

(1144).Meeting open to the public

(1145).Date & time of next meeting: 7.30pm Thursday 24th January 2013