



# Rockland St Mary with Hellington Parish Council

## Meeting of Rockland St Mary with Hellington Parish Council held on Wednesday 10<sup>th</sup> October 2018

### **Public Participation Session:-**

There was no public participation at this stage of the meeting.

### **County Councillor's Report:-**

County Councillor Barry Stone had tendered his apologies and had not provided a report.

### **District Councillor's Report:-**

District Councillor Thomson reported on the following matters:-

#### **Shared services:-**

Following the agreement of our two councils to embrace a strategic collaboration, members voted unanimously at their meetings, held at County Hall, to confirm Trevor Holden as our new joint Managing Director.

#### **Call for sites:-**

There is an 8 week for consultation commencing on the 28<sup>th</sup> October 2018. This enables comments to be made not only on the new sites submitted but on the original 500 sites. The reasons for another consultation are numerous but the main one is that the NPPF has recently had changes and a new delivery test will be with the Council in November. Sites put forward are for consideration and have no guarantees. There is a Central Government push to look at smaller sites.

Draft plan will be sent out around September 2019 and the formal stage ready for Inspection approximately 1 year later.

#### **Hornsea 3:-**

This has now been submitted to the Inspectorate but without a decision on whether AC or DC. That decision makes a big difference to the impact in SNDC.

#### **Consultations: affecting Rockland ward :-**

##### **A47 Dualling consultation: BLofield to North Burlingham**

<https://highwaysengland.co.uk/projects/a47-blofield-to-north-burlingham/>

##### **Children's Centre Services:**

A consultation about the services provide because the contracts for all 53 centres is up for renewal. [www.norfolk.gov.uk/childrenscentres](http://www.norfolk.gov.uk/childrenscentres)

#### **Mobile Library services: -**

The mobile library service visits Rockland on a Monday every 4 weeks, but it is possible to access mobile services in other villages:

Bramerton, Surlingham and Kirby Bedon.

A full copy of District Councillor's report can be found on the parish website.

[www.rocklandstmary.org.uk](http://www.rocklandstmary.org.uk)

Councillor Wretham wished to thank District Councillor Thomson for arranging funding to enable the Parish Council to purchase a commemorative tree and plaque in recognition of the end of World War One. It was agreed to invite children from Rockland Primary School

to be involved with this project. ***The Clerk will contact the school inviting the children to take part in the planting of the tree.*** Following discussion, it was agreed that a hornbeam tree should be bought and situated on the grass area at Black Horse Dyke.

***Councillor Wretham will arrange for the purchase of the hornbeam tree and circulate to Councillors the wording proposed for the plaque. He asked Councillors to respond quickly to his suggestion as it would be ideal if the tree could be planted before the 11<sup>th</sup> November 2018.***

## **MINUTES**

Present: Cllrs Kate Bevington (Chair), Daphne Howlett, Jane Paterson, Stephanie Ross-Wagenknecht, Jim Wretham and Mike Hayward.

Monica Armstrong attended as Clerk and there were 18 members of the public present.

The Chair informed the meeting that it was with sadness that she had to report the death of former County Councillor Adrian Gunson who had been the longest serving County Councillor. Adrian had been an outstanding and committed Councillor. He was a very effective representative and always took up issues when requested to do so and followed things through. The Chair proposed that an expression of condolence be sent to his widow on behalf of the Parish Council. ***It was agreed that the Clerk should write to Adrian Gunson's widow accordingly.***

**17.718 Apologies for absence:** - Apologies for absence were received from County Councillor Barry Stone and Councillor Ernie Green.

**AGREED AND NOTED**

**17.719 Declarations of interest:-** Councillors Stephanie Ross-Wagenknecht and Jane Paterson expressed an interest in item 4.2 on the Agenda.

**NOTED**

**17.720 Minutes:-**

Minutes of the meeting held on the 12th September 2018, copies of which had been circulated to all Councillors, were agreed and signed as a correct record by the Chair.

**APPROVED AND NOTED.**

**17.721 Matters arising:-**

**17.721.1 Overgrown hedges** - The Clerk had arranged for an article to be placed in "Eleven Says" regarding hedges that protrude onto or over footpaths, requesting owners to assess their hedges and to cut them back if they were overgrown. District Councillor Thomson explained that initially a letter should be sent by the Parish Council to the residents concerned as it is the owners' responsibility to cut back their hedges. If this did not produce any response the Parish Council should contact their County Councillor who, in turn, would contact the Highways Department. The Department would then assess the hedge and if it was considered that the hedge was causing an obstruction a letter would be written to the resident. If the owner failed to respond to that request the Highways Department would cut back the hedge but the owner would bear the cost. This item was further discussed under Agenda item 13.

**AGREED AND NOTED**

**17.721.2 CIL Payment Hellington** – Councillors Paterson and Ross-Wagenknecht that no further progress had been made in acquiring the necessary wood. Councillor Bevington stated that it might be appropriate to have a contingency plan in place as it might be difficult to source such a substantial piece of wood to enable the bench to be made.

## NOTED

**17.721.3 Stickers for defibrillators** – The Clerk had circulated to Councillors details of the cost of two postcode labels to be placed on the defibrillators - £25.27. Councillors gave approval for the purchase of these stickers. ***The Clerk will arrange this.***

## AGREED AND NOTED

**17.721.4 Staithe Car Park Lease** – The Clerk had received a hard copy of the lease to be signed by the Chair and Clerk. The Clerk had circulated to all Councillors the Council's insurance summary confirming the Council had public liability in the sum of £10,000,000 (ten million pounds) to comply with the lease.

## NOTED

**17.721.5 30 MPH SIGN Lower Road** – The Clerk reported that she had exchanged numerous emails with the Highways Department concerning the reinstatement of the 30 mph signs on entry to Rockland St Mary from Claxton but these still had not been reinstated. Councillor Wretham suggested an official complaint be made on behalf of the Parish Council. ***The Clerk will action this.***

## AGREED AND NOTED

**17.721.6 Local Members' Highways Budget** – The Clerk had circulated to all Councillors the response she had received from the Highways Engineer, stating the Department had programmed the following work:- side out the footway to restore the original width; trim the hedge where it encroaches on the footway, patch the footway, 50m to North of the staithe car park, patch 23mx 1m due to tree roots. The Clerk had contacted the Department to ascertain when this work was scheduled to take place but had not received a reply. ***The Clerk will contact the Highways Engineer to ask for the costings of carrying out patching/surfacing work to the footpath to enable the Council to make an application to the County Councillor for funding to enable this work to be undertaken.***

## AGREED AND NOTED

**17.721.7 Path at Wherryman's Way** – The Clerk had written a letter to Bam Nuttall Ltd regarding the encroachment of grass on the path at Wherryman's Way. She had received a reply from the Project Manager which she had circulated to all Councillors prior to the meeting. In essence it stated the following:- ***"BESL are contracted by the Environment Agency to maintain the floodbanks and grass cutting is only done to maintain the condition of the floodbanks, in so far that they are resilient to flooding, so where we cut it's not really done for access purposes. Footpath maintenance is the responsibility of Norfolk County Council (NCC). However, in view of the fact that it was NCC's responsibility to maintain access along the footpath as they had a team working relatively close by they were happy to assist on this occasion to cut the overgrowth back."***

The Clerk confirmed this work had been completed.

## NOTED

The Clerk had also written to the Highways Department regarding the reinstatement of the disabled passing spaces on the path leading to the bird hide but had not yet received a reply.

## NOTED

**17.721.8** – Councillor Bevington expressed the Council's thanks to Mr. Ben Cox who had donated the A1 boards.

## NOTED

**17.722 Council's newsletter:-** Councillor Bevington had finalised the newsletter which was approved by Councillors. Councillor Bevington will arrange for this to be printed and the newsletter would be distributed by volunteers.

## AGREED

## 17.723 Planning matters:- 17.723.1

### Current applications:-

**2018/2103** 105 The Street Rockland St Mary Norfolk NR14 7HQ Replacement of existing front flat roof to pitched and tiled roof.

***Councillors had no views or comments to make about this application***

## AGREED AND NOTED

**2018/1808** 1 The Street Rockland St Mary NR14 7ES Proposal: Retrospective application for shed and new garden fence

***Councillors had no views or comments to make about this application***

**AGREED AND NOTED**

**2018/2085** Land Off Bee Orchid Way Rockland St Mary Norfolk

Description Discharge of Condition 12 - Proposed Materials and Condition 22 - Boundary treatments of permission 2017/1646.

**17.723.2 Decisions**

**2018/1469** 105 The Street Rockland St Mary Norfolk NR14 7HQ

Two storey side extension

Approval with Conditions

**2018/0922** Land Off Bee Orchid Way Rockland St Mary Norfolk

Variation of condition 2 of planning consent 2017/1646 - (Construction of 21 residential dwellings) - Amended design and access statement changing plot 15 from affordable to open market housing, and plot 12 to shared ownership.

Approval with Conditions

**NOTED**

**17.724. Greater Norwich Local Plan – additional sites –**

**17.725 Community Led Plan:-** Hard copies of the site assessment criteria were available at the meeting and Councillor Bevington said that if any one wished for a copy to be sent electronically to them they should contact the Clerk.. Each site must be assessed as a single entity although a final summary can be made about the sites as a whole. The formal consultation begins on the 29th October 2018 and ends on the 14th December 2018. Councillor Bevington explained to those present how each site is assessed and gave examples of questions she had drawn up related to the criteria (appendix A attached to these minutes.)

The following points were raised by members of the public present:-

- a) The volume of traffic generated by additional dwellings and how this could be monitored. Whether traffic calming measure could be put in place. The lack of footpaths particularly in relation to site GNLP2070. Highway issues regarding accessibility. ***Councillor Bevington reiterated these were matters upon which comments could legitimately be made. The SAM2 unit is providing useful information on the number of cars travelling daily through the village which currently ranges consistently between 850 and 1,000.***
- b) The scale of any development. ***Councillor Bevington said that this had to be in reasonable proportion to the existing number of properties in Rockland.***
- c) Would additional infrastructure be put in place? For example extended doctor surgery hours and increased public transport. District Councillor Thomson explained that Councils cannot make a requirement for additional medical facilities to be made available.
- d) Could the number of properties being currently built on Bee Orchid Way be included in the increase. ***Councillor Bevington said that it could not as the number had already been allocated in an earlier local plan.***

District Councillor Thomson reiterated remarks he had made at earlier meetings that the number of sites put forward had far exceeded the number of houses needed to be built.

Discussion took place regarding a steering group to consider the development of a Community Led Plan. At the present time four parishioners had indicated to the Clerk their willingness to be involved. Councillor Bevington said it takes about two years and a lot of work to put together such a high level plan so it involves a big time commitment from volunteers. The general feeling was that if a plan was in place this was the best way of influencing further development. It was suggested a separate meeting be held inviting residents to attend to find out more about a Community Led Plan. It was agreed to hold a public meeting, after the distribution of the newsletter, to gauge public interest.

Councillor Bevington said she had attended several workshops on different aspects of the Community Led Plan and advised anyone interested in being part of a steering group to attend the monthly workshops by contacting the Clerk.

**AGREED AND NOTED**

**17.726 Financial matters:-**

**17.726.1 Payments -** There were five orders for payment - Townlands or Roydons Trust £12.00; McCarthy Tree Services £350.00; Clerks salary and expenses £338.80; Village Caretaker £103.50.; Signs Express (**see 17.721.3**) £25.27 On the proposal of Councillor Hayward seconded by Councillor Wretham these payments were approved.

**AGREED AND NOTED**

**17.726.2 Current balance of accounts -** £8,27369 less payments above. This includes the second tranche of the precept of £4,693.50 but does not include £700 recently banked from Rockland Wildfowlers Association.

**NOTED**

**17.726.3 Replacement bench Surlingham Corner -** The Clerk had recently heard from the insurance company who have approved the purchase of the Bailey Streetscene as quoted for £512. ***The Clerk will arrange for the purchase of this bench.***

**AGREED AND NOTED**

**17.727**

**17.727.1 Community Grants Policy:-** The Clerk had circulated to Councillors prior to the meeting a copy of the Community Grants Policy and this was agreed and signed by the Chair.

**AGREED**

**17.727.2 Health and Safety Policy:-**Councillor Hayward suggested some minor amendments to the policy. The Clerk will make the necessary corrections and circulate a final copy to Councillors.

**AGREED AND NOTED**

**17.728 Fallen tree at Black Horse Dyke:-** The fallen tree at Black Horse Dyke had highlighted the need for a small working party who could undertake and oversee essential work in the event of a similar emergency to enable work to be carried out efficiently and cost effectively. It was agreed that the working party would consist of Councillors Hayward, Green and Wretham.

**17.729 Reports from Councillors on their areas of responsibility: -**

**17.729.1 Black Horse Dyke Car Park -** Councillor Hayward reported that the oak tree which had been damaged in the high winds was not rotten but had a weak spot high up, which would not have been visible from ground level. This coupled with the gale and being full of leaves caused the section to break off. A parishioner had contacted the Clerk to enquire whether a sapling would be planted to replace the oak. It was agreed the hornbeam would provide a suitable replacement. Councillor Hayward also reported that one of the posts had broken around the fencing area. He will liaise with the Village Caretaker for this to be replaced.

**AGREED AND NOTED**

**17.729.2 Footpath report -** On the 1st January 2026 new legalisation will be introduced whereby the public will no longer be able to submit definitive map modification orders based on historic evidence. Any rights of way which have not been 'claimed' by this date will be lost forever. Councillor Bevington said that all the footpaths within Rockland St Mary and Hellington were documented on the ordnance survey map with the exception of one although the original diversion had been recorded. Councillor Ross-Wagenknecht, who had undertaken a vast amount of work in 2014 relating to this matter and recorded as minute items **16.16; 16.39; 16.68;** will contact Norfolk County Council to establish how the Parish Council could proceed with this matter. A letter to Cruso and Wilkin written by the Clerk and dated the 17<sup>th</sup> June 2015 stated

***“The Parish Council would also like to confirm that in principle, subject to all other outstanding matters being agreed, it would support an application to be made for the definitive map to be amended to incorporate the following change: That the existing right of way OS Grid TG. 327041 (Lambs Court) to TG. 326046 (New Inn Hill), be revoked and a right of way instated 75 meters to the West, following the line of the existing footpath and track, TG. 327041 (Lambs Court) to TG. 325046 (New Inn Hill). Such a change would seem to make full use of existing pathways and minimise disruption to land use”.***

**17.729.3 Rockland St Mary Primary School** – In Councillor Green’s absence, Louise Cornell the Chair of Governors, reported that since Rockland School had become part of the Sapientia Education Trust significant progress had been made across a range of areas including Teaching and Learning which was now good. At present there are 61 children on roll.

**NOTED**

**17.729.4 Green Lane Playing Field** – Councillor Wretham reported the following points:-

- a) In order to provide parishioners with information of the range of equipment the Parish Council proposed to purchase for Green Lane Playing Field and where it would be sited, plans had been posted on the notice boards and on the website. Details had also been provided of the timing of when the funding would be available which is not until the first new property at Bee Orchid Way is occupied.
- b) The Clerk had written to the three companies that had submitted quotes for the equipment explaining the funding process to them.
- c) Councillor Howlett had suggested the two metal posts on entry to Green Lane Playing Field now served no useful purpose and it was agreed that these should be removed.

**17.729.5 Speedwatch** – The Clerk who had undertaken the speedwatch co-ordinator’s role on a voluntary basis stated that she would be stepping down in November after two years having set up the scheme two years ago. Councillor Green had volunteered to take on this role.

**NOTED**

**17.730 Risk Assessment on footpath from Rookery Hill to The Staithe:-** Councillors Hayward and Green had undertaken a comprehensive risk assessment identifying hazards for the visually impaired, people with pushchairs, users of mobility scooters and dog walkers. It was agreed that the Clerk would liaise with Councillor Hayward regarding those risks identified and where necessary she would write an appropriate letter to the resident(s).

**17.731 Correspondence circulated to Councillors via email and to be considered at the Parish Council meeting on the 10<sup>th</sup> October 2018.**

Correspondence circulated to Councillors via email and to be considered at the Parish Council meeting on the 10<sup>th</sup> October 2018

Document	Circulated via email
Details regarding Local Members Highway Budget	18/09/2018
Stickers relating to cars parking on pavements	19/09/2018
Emails to Councillors re Bee Orchid Way	Various dates
Email from Clerk to Councillors regarding Bee Orchid Way	20/09/2018
Planning Application 2018/1808 request for comments by 8.10.2018 – KB,DH,EG,MH,JW,JP no views or comments.	23/09/2018
Email from Gary Overland regarding Local Member Highways budget	23/09/2018

Emails regarding A1 frames	Various dates
Broadland & South Norfolk CLP workshops - bookings for October events	25/09/2018
Save our footpaths	25/09/2018
Footpath assessment	25/09/2018
Email regarding 30 mph sign from Gary Overland	25/09/2018
Various emails regarding Black Horse Dyke Car Park	Various dates
South Norfolk Public Meeting 10 <sup>th</sup> October 2018	25/09/2018
Email regarding appointment of new Chief Inspector	25/09/2018
NALC Newsletter	27/09/2018
Planning application 2018/2103 Comments to be made at Parish Council meeting. KB has commented pitched tiles will be a big improvement on a flat roof". EG/MH no views or comments to make.	27/09/2018
Site Criteria Assessment to Councillors from Councillor Bevington	28/09/2018
Broads Society re. membership	03/10/2018
Commemorative Tree and plaque	Various dates
Staithe Car Park risk assessment	03/10/2018
Early Help Hub newsletter	03/10/2018
NALC Newsletter	04/10/2018
Email from Bam Nuttall	04/10/2018
Email from Gary Overland Highways Engineer regarding the footpath from Foxdale to the Staithe	04/10/2018
Café Cluster meetings	08/10/2018
Email from Clerk re. 2018/2085 Off Bee Orchid Way Rockland St Mary Norfolk Description Discharge of Condition 12 - Proposed Materials and Condition 22 - Boundary treatments of permission 2017/1646/F	08/10/2018

**17.732 Information Board at the Staithe:-** The Chair reported this board had been funded by EU Leader Plus in partnership with South Norfolk Council, Norfolk County Council and the Broads Authority. The interactive board no longer works, and the Poor's Trust is interested in supporting its renovation by including a brief history of the Enclosure Act which gave rise to the Trust. The Council were in favour of this proposal and the Chair will speak to the Chair of the Poor's Trust about possible next steps.

The meeting closed at 9.35 p.m.

**Next meeting Wednesday 14<sup>th</sup> November 2018**

Monica Armstrong  
Parish Clerk

Signed as a correct record on 14<sup>th</sup> November 2018

..... Chair

DRAFT