



Rockland St Mary with Hellington
Meeting of Rockland St Mary with Hellington Parish Council
held on Wednesday 9th October 2019

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 said he had nothing further to say since his last report in September

District Councillor's Report:-

District Councillor Vic Thomson presented his report and covered the following matters:-

1. Two Councils – One Service - the benefits of collaborative working for South Norfolk and Broadland residents.
2. The Early Help Hub bulletin https://www.south-norfolk.gov.uk/sites/default/files/downloads/south_norfolk_help_hub_bulletin_300819_-_copy_-_copy.pdf The Clerk also posts these on the parish website www.rocklandstmarywithhellington-pc.gov.uk
3. Hazardous Waste Days at Recycling Centres - 11th, 12th and 13th October 9am-4pm – Ketteringham. (Details were posted on the Parish website prior to the relevant dates.)
4. Items accepted at Bergh Apton What is accepted at Berg Apton <https://www.norfolk.gov.uk/rubbish-recycling-and-planning/rubbish-and-recycling/types-of-waste-we-accept>
5. Bergh Apton Re Use shop is open
6. Pub of the Year 2019 Overall winners
7. Cut price for compost bins
8. A full copy of District Councillor's report can be found on the website www.rocklandstmarywithhellington-pc.gov.uk

District Councillor Thomson had sent to the Clerk a letter from a neighbouring parish sent to residents in that village concerning footpaths and hedges. Councillor Bevington felt that this was something the Parish Council, with some amendments, could adopt for their own use.

MINUTES

Present: Cllrs Kate Bevington, Stephanie Ross-Wagenknecht, Paul Francis and Mike Hayward.

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

17.833. Apologies for absence:- Apologies for absence were received from County Councillor Barry Stone and Councillors Catherine McCormick and Ernie Green.

AGREED AND NOTED

17.834 Declarations of interest:- There were no declarations of interest.

NOTED

17.835 Minutes:-

Minutes of the meeting held on the 11th September 2019, copies of which had been circulated to all Councillors, were agreed and signed as a correct record by the Chair.

AGREED AND NOTED.

17.836 Matters arising:-

17.836.1 Hellington sign - The Clerk reported that she had contacted Gary Overland of the Highways Department on three occasions - the 18/07/2019; 1/09/2019 and the 6/10/2019 but still had not received any response.

NOTED

17.836.2 Notice Board at The Staithe –

Councillor Hayward said he had contacted Robin Whitlam. One of the difficulties was the writing on the board goes to the edge of the sign. Mr. Whitlam had arranged for some beading to be manufactured to go around the display board to ensure all the writing could be seen when mounted.

NOTED

AGREED AND NOTED

17.836.3 Progress report on Pathway at Wherryman's Way – In response to the Clerk enquiring as to the current position regarding the pathways, she had received the following email from Russell Wilson Senior Trails Officer Norfolk County Council, "We have had to re scope the project due to access etc but would be looking to carry out spraying over the winter when the vegetation is at its lowest – we would also like to see if we can get the wheelie bins removed from the path from the car park to the road to allow a new surface to be installed on this section of the route. Finally, once we have done the spray and have seen the extent of the path we would like to remove the gates and look at opportunities for putting in passing places which were there originally – this is likely to be at the end of the financial year."

As the wheelie bins were on Poor's Trust land it was agreed the Clerk would forward the email to Mr. Shelton, Chair of the Poors Trust, for his information.

AGREED AND NOTED

17.836.4 Donating by QR coding and texting at The Staithe – As Councillor Green was not present no discussion took place regarding this matter.

NOTED.

17.836.5 Registering of Council land – The Clerk reported that she had made further investigations and it would appear that Green Lane Playing Field, the triangular parcel of land at Hellington and Black Horse Dyke Car Park were transferred to Rockland St Mary Parish Council by South Norfolk Council. This would have been around the late 1970's/ early 80's. District Councillor Thomson had made some enquiries but will look into the matter further.

NOTED

17.836.6 Hellington public footpath and copse area – The Village Caretaker had undertaken work on the footpath to shore it up and prevent any further erosion.

NOTED

17.836.7 Memorial Benches – Two parishioners had come forward indicating that they would like to make a contribution towards a bench. The Clerk confirmed she had again inserted a piece in the Eleven Says reminding parishioners of this matter so hopefully more

people would be forthcoming. At the drop in session held today another resident had expressed an interest in making a donation towards the cost of a bench and will contact the Clerk with further details.

NOTED

Councillor Ross-Wagenknecht enquired as to when it had been agreed by the Council that the area at Black Horse Dyke would be a designated memorial area. It was agreed that this would be placed on the November meeting for further discussion.

AGREED AND NOTED

17.836.8 Rockland Wildfowlers Clean Up Day Following the September meeting the Chair felt a different approach should take place and had drafted a letter to the RWA which had been circulated to all Councillors. Councillor Bevington read out the letter to Councillors with some slight amendments. Councillor Hayward expressed the view that normally if land is leased to another party it is for that party to bear the cost of any clean up. Councillor Bevington said that there was no such clause in the current lease which expires in two years time.

It was agreed the Chair would amend the letter and send to the Clerk.

AGREED AND NOTED

It was agreed to take item 7 on the agenda at this stage as there were a number of issues raised by residents concerning the flooding at Bee Orchid Way which required the help of District Councillor Thomson together with emails and photographic evidence which had been circulated to all Councillors.

17.837 Drop in session/correspondence – Councillors expressed their grave concerns regarding the flooding which had occurred twice at Bee Orchid Way/Broadfields during the last week. Councillor Bevington raised the following issues:-

1. No property on Broadfields had experienced any flooding for over forty years until the last two incidents. This therefore indicated that something had happened with the drainage system since the development had commenced at Bee Orchid Way.
2. The land which is currently being developed was an old pit and therefore by its very nature would be prone to flooding. The Parish Council had raised serious concerns when the initial plans were released for the development regarding poor drainage, the ditch and its capacity to take away water and whether the lagoon would cope with heavy and prolonged rainfall.
3. The old drainage system from the first phase at Bee Orchid Way had not been improved and in January 2019 it was reported to the Parish Council that there had been instances of the discharge of untreated wastewater into Rockland Broad since August 2018. This would appear to have happened as the underground pipes run from Bee Orchid Way and the allotments. At the Parish Council meeting in February 2019 it was reported that the Environment Agency had visited the site and found that the drains from the second phase had not been connected to the existing pipes and therefore the attenuation pond, as an integral part of the Suds scheme, was not discharging.
4. The Parish Council knows that the pilings to the new properties had to be made much deeper than planned as the original ones flooded.
5. Who will be responsible, when the site is completed, to ensure that the owners of those properties backing onto the ditch will fulfil their obligations to maintain the ditch so it does not become flooded? Would this be South Norfolk Enforcement Team, Flood Management Team, Building Control etc?

District Councillor Thomson said that he had ascertained that the ditch would be conveyed to the owners of plots 13, 14 & 15 and that there would be a covenant in the title deeds placing an obligation on the owner(s) to maintain and ensure the ditch was in good order. He would investigate further as to whom would oversee that this condition is complied with. District Councillor Thomson also understood the sides of the ditch would be turfed.

6. The insurance implications for residents on Broadfields with insurance companies when it is disclosed that flooding has recently taken place.
7. Will Anglia Water inspect the surface water drainage system to ensure it is fit for purpose prior to accepting handover of the system?

District Council Thomson stated that Anglian Water would be adopting all public drainage into and out of the attenuation lagoon. The lagoon itself and the communal areas around it will be maintained by a management company.

District Council Thomson said he would be investigating further all the issues raised above and report back to the Parish Council meeting in November.

Councillor N Green arrived at the meeting during this discussion.

17.838 Planning matters:-

17.838.1 Current Applications – BA/2019/0313HOUSEH Proposed annex. Re-submission of permission BA2018/0400/HOUSEH Oakwood 4 Lower Road, Rockland St Mary NR14 7HS.

Councillors had no comments or observations to make regarding this application. The Clerk will return the form to the Broads Authority indicating this decision.

AGREED AND NOTED

17.838.2 Decisions – No decisions had been received.

17.839 Financial matters:-

17.839.1 Orders for payment- There were four orders for payment - Village Caretaker £198.00; Townlands or Roydons Trust £36.00; Goldstar fencing £577.92, Clerk's salary and expenses £ 339.61

On the proposal of Councillor Hayward seconded by Councillor Francis, these payments were authorised.

17.839.2 Balance at bank - The balance at the bank was £17,542.06 less payments above. The Clerk confirmed that an additional sum of £1158.89 had been received in respect of CIL money for Bee Orchid Way when there was a reduction of affordable housing on site together with the second instalment of the precept £4,750.00. The Clerk had been informed by South Norfolk that the sum of £24,347.88 would be paid to the Parish Council on or before the 28th October 2019. This is in addition to the sum mentioned above and the sum already received of £8115.96 making a total of £33,622.73.

17.840 "Drop in Sessions" for residents – This had been covered by items 17.836.7 and 17.837. The recent Community Café had been very successful and it was felt that it would be beneficial to have a presence by two Councillors at one of the Cafes in the future.

AGREED AND NOTED

17.841 Climate Emergency:- Councillor Ross-Wagenknecht said a meeting had been arranged with Councillor McCormick but in view of the situation regarding flooding this had not taken place. It was hoped to re-arrange the meeting in the very near future.

NOTED

17.842 Green Lane Path:- District Councillor Thomson had provided the Clerk with a map indicating that this lane was unadopted. Councillor N Green queried this as there was a 30mph sign situated at the beginning of the lane and also some white markings had been where there were some potholes on the road indicating that these were going to be repaired by Highways. It was agreed that Councillor Bevington would approach the residents of

Green Lane to see if, when they purchased their properties, the local search had indicated whether the lane was adopted or not.

AGREED AND NOTED

17.843 Correspondence:-

17.843.1 Feedback from previous correspondence- The Clerk confirmed she had made a posting on the website and the notice boards about the illegal activity of the disposal of the cooking oil. Councillor Bevington said on reflection the oil appeared to be engine oil. The Clerk will amend the notices accordingly.

The Clerk further confirmed she had contacted the residents regarding the updated on the proposal of changing the age status of Rockland and Surlingham Schools.

NOTED

17.843.2 Correspondence circulated-

Document	Circulated via email
Email from Councillor Bevington attaching draft letter to the RWA. Clerk advised Councillors this should be discussed further at the PC meeting in October as this was a change in the decision made at the September meeting.	17.09.2019
Updated Risk Assessment undertaken by Councillor Hayward relating to Staithe Car Park	17.09.2019
Sapientia Trust newsletter	18.09.2019
NALC News Bulletin – Councillor McCormick expressed a wish to be booked on the course “Being an effective Councillor” and this has been booked by the Clerk for her.	21.09.2019
Broads Society Newsletter	24.09.2019
Emails relating dangerous parking of contractors vehicles working on Bee Orchid Development	Various dates
Details of Police Public Meeting	24.09.2019
Email from Rhino Limited re. concrete blocks for Green Lane Playing Field. TO BE DISCUSSED AT THE PC MEETING	26.09.2019
Planning application re. “Oakwood” 4 Lower Road Rockland St Mary – proposed annex TO BE DISCUSSED AT THE PC MEETING	26.09.2019
Emails re. flood at 12 Broadfields and neighbouring property. TO BE DISCUSSED AT THE PC MEETING	30.09.2019
Notification from Land Registry re. Poors Trust Land being registered. TO DISCUSS AT PC MEETING	30.09.2019
Emails re. Green Lane Playing Field and potentially health and safety issues relating to gap in hedge. TO BE DISCUSSED FURTHER AT MEETING	30.09.2019
Email to Councillors N Green, E Green, M. Hayward and C McCormick regarding NALC initiative and the meeting on the 18 th October. Councillor McCormick has confirmed she will be able to attend.	30.09.2019
Email regarding hedging at the back of Black Horse Dyke Car Park. TO BE DISCUSSED AT THE PC MEETING	04.10.2019
Email from Councillor Bevington re. Rockland Broad Management Committee Meeting	04.10.2019
Email from Flood Management regarding recent flooding from Bee Orchid Way TO BE DISCUSSED AT THE PC MEETING	Various dates
Email re. cost of fencing at Black Horse Dyke Car Park	04.10.2019
Email from CT Baker re. Green Lane Playing Field TO BE DISCUSSED AT THE PC MEETING	04.10.2019
Table tennis grants cost of table free installation £300. TO BE DISCUSSED AT P.C. MEETING	06.10.2019

- 1) ***Councillors agreed the Clerk should pursue an application for two outside table tennis tables for Green Lane. The tables were free with installation and delivery being £300. per table. The Clerk would ask the question that if the Parish Council were successful in receiving two tables would there be a reduction in the installation cost?***

AGREED AND NOTED

- 2) **Hedge at Black Horse Dyke** – a resident living at the back of Black Horse Dyke had raised her concerns regarding the trees that were growing there which, she believed, should only be a hedge. Councillor Hayward had looked into the matter. After a lengthy discussion it was felt that the trees were well established and were a preventative measure against flooding. In addition the property concerned was set back from the boundary. Therefore it was agreed that no action was required.

AGREED AND NOTED

- 3) **Emails regarding flooding covered by 17.837**

NOTED

17.844 Damage salt bin :- The Clerk reported that she had sent an email to BT asking for confirmation, if legal action was decided by Councillors, to whom the summons should be served. In response, she had received a communication stating that the salt bin had been replaced on the 15th September 2019 which it had not as she had taken a photograph on the 7th October and it was still in situ. Councillor Hayward suggested giving the company fourteen days' notice to replace the bin if not for legal action to be considered at the next meeting.

AGREED AND NOTED

17.845 Implementation of Community Emergency Plan:-

The Clerk circulated to Councillors a list of those residents who had indicated their willingness to assist parishioners in the event of an emergency. ***It was agreed that the Clerk would produce a diagram and circulate it to Councillors prior to the November meeting.***

AGREED AND NOTED

17.845 Arrangements for the laying of poppies by Rockland St Mary School:- The Village Caretake said pupils from Rockland School were making poppies to lay next to the hornbeam memorial tree at Black Horse Dyke on the 4th November 2019, timings to be confirmed. ***Councillor Hayward would represent the Parish Council.***

AGREED AND NOTED

17.846 Policies:-

17.846.1 Community Grants - This policy has been circulated to all Councillors prior to the meeting and was agreed

AGREED AND NOTED

17.846.2 Health and Safety – Councillors had been given a copy of this policy before the meeting. This policy was approved.

17.847 Reports from Councillors on their areas of responsibility: -

17.847.1 Black Horse Dyke Car Park – Councillor Hayward reported an order had been placed with Goldstar Fencing for the fencing posts and materials at a cost of £577.92. These would be delivered during half term to enable the work to be undertaken then - preventing undue disruption to parents/carers who use the car park for school runs.

AGREED AND NOTED.

17.847.2 Footpath report - Councillor Hayward had undertaken an inspection of a fallen conifer tree and branches at Hellington. It was agreed the Clerk would write to the landowner asking if he could cut down the branches leaning onto the footpath.

AGREED AND NOTED

17.847.3 Rockland Primary School – Councillor N Green reported that she had now been appointed on to the Governing Body.

NOTED

17.847.4 Green Lane Playing Field – Councillor N Green had met on site with three contractors to obtain quotes for work to be undertaken on the tree and branches at Green Lane. She discussed the three quotes received in detail giving information. On the proposal of Councillor Hayward seconded by Councillor N Green it was agreed Scott Raney Tree Services should undertake the work as their quote was all encompassing.

AGREED AND NOTED

Councillor Bevington enquired as to the progress with Wheatfen Forest School. To date Councillor N Green said no further progress had been made other than the work referred to at the September meeting. Councillor Bevington said she felt it was important for the public to see some positive work taking place for example the sowing of seeds such as yellow rattle. Councillor N Green will contact the resident who had volunteered to undertake some work free of charge to enable the project to move forward.

AGREED AND NOTED

Security arrangements were also discussed. Councillor N Green said she would like to put forward the suggestion of using large manhole covers placed strategically across the entrance to Green Lane as a security measure. She had sourced containers - 90 cm by 50 cm costing between £76.00 and £80.00. **Councillor N Green will send across to Councillors her plan of how these could be placed in position for further discussion at the next meeting.**

AGREED AND NOTED

The Clerk reported that she had informed UK Network of the damage that had been done by the company when erecting new poles and they had accepted responsibility for the damage to the hedge. The Village Caretaker had erected a barrier around the gap to prevent access from the road. It was agreed the Clerk should purchase fifteen hornbeam samplings together with rabbit guards

AGREED AND NOTED

The Clerk had sent through details of a timing lock which could be placed on the gate. After discussion it was agreed that this would not be suitable.

NOTED

The Village Caretaker said that some additional soil had been dug out on the BMX track. It was agreed that this should be monitored.

NOTED

There had been placed a large piece of metal near the slide. ***The Village Caretaker will arrange for this to be removed.***

NOTED

17.847.5 – Speedwatch – The Clerk reported that sessions were taking place in October. This week fifteen vehicles were recorded as being driven at 35 mph or more out of a total of 200, giving a percentage of 7.5%. Councillor Hayward asked the Clerk if sessions were taking place at various designated sites in the village. She said at the moment sessions were taking place at The Staithe. Councillor Hayward expressed concern that other areas were not being monitored as the SAM2 camera data illustrated that speeding was taking place throughout the village with 21% of drivers exceeding the 30 mph limit.

NOTED

17.847.6 Staithe Car Park -. The Village Caretaker reported that some potholes had appeared at the car park. **It was agreed the Village Caretaker would fill these in.**
AGREED AND NOTED

17.847.7 Rockland Broad Management Committee Meeting (RBMCM)– Councillor Bevington had circulated to all Councillors prior to the meeting her report on the recent (RBMCM) which covered the following key points:-

- 1) Boat hire guidance for novice boat hirers is still an issue as there was an incident at the Staithe where a permanently moored boat was quite badly damaged due to poor boat manoeuvring skills of hire boat user.
- 2) Bird Hide – The recently appointed RSPB engineer had submitted a report on the condition of the hide highlighting what needed to be replaced. Tim Strudwick (RSPB representative) would send to the Clerk details of the work and costings to enable a joint plan to be drafted setting out what needed to be done including involving volunteers and seeking donations from various sources. This would, therefore, be an agenda item at a future Parish Council Meeting.
- 3) Mink have been seen around the Broad- some have been trapped- but their presence is a concern.
- 4) Several quay headings on Short Dyke are dangerous following damage caused possibly by work on the bank. The Broads Authority was reluctant to claim ownership as it was RSPB land. The company who did the work were not admitting liability and therefore a notice would be put up temporarily advising of the danger until the issue was resolved.
- 5) Dredging work being carried out at Ted Ellis waters.
- 6) RWA- reported on work undertaken to 'ring' a variety of birds. Most of the many bird boxes they have put up were used this spring, but no owls – instead magpies.
- 7) RSPB and the RWA had commented that the previous year's severe winter had depleted a number of birds of different species.

NOTED

Any Other Business:-

Councillor Hayward reported he regularly checks the two defibrillators and had sent through to the Clerk paperwork regarding the six monthly check.

NOTED

Public Participation

Items for the November meeting:-

To discuss the possibility of the Parish Council implementing a Strategic Plan especially in the light of a number of new initiatives being proposed.

- a) To consider installing flashing 20 mph sign at School Lane at the beginning and end of the school day
- b) Adoption of the hedge letter (mentioned under District Councillor Vic Thomson's report)
- c) Memorial benches and match funding

There being no further business the meeting closed at 9.50 p.m.

Next meeting Wednesday 13th November 2019

Monica Armstrong
Parish Clerk

Signed as a correct record on 13th November 2019

..... Chair