



# Rockland St Mary with Hellington Parish Council

## Meeting of Rockland St Mary with Hellington Parish Council held on Monday the 8<sup>th</sup> January 2018

### **Public Participation Session**

There was no public participation at this stage.

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

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

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

District Councillor Thomson went through his report which he had previously submitted for circulation to all Councillors

Issues covered in his report were: -

### **Broadband Not Spots in SNDC**

SNDC has signed a contract with "In Touch" to provide wireless broadband to "Not Spots". It was aimed to have 100% coverage by summer 2018.

Currently there are 10 masts which should increase to 28 masts.

It cannot guarantee super-fast speeds but will increase speeds in those areas. District Councillor Thomson said that delegation would not be given to council officers to decide on planning regulations for the erection of masts, but decisions would be made by members of the Planning Committee.

Councillor Bevington raised with District Councillor Thomson the issue of the poor mobile signal in the area and asked whether pressure could be placed on mobile phone companies to enhance the reception available. District Councillor Thomson said that all major phone companies had been asked to attend a meeting at County Hall on this issue. District Councillor Thomson stated that he would ask County Councillor Barry Stone to include an update in his next report to Councillors.

### **Greater Norwich Local Plan consultation**

The public consultation on the Emerging (Regulation 18) Greater Norwich Local Plan (GNLP) will start on 8<sup>th</sup> January, running to 15<sup>th</sup> March 2018 (see [www.gnlp.org.uk](http://www.gnlp.org.uk) for more details). It is very important to note that this is a consultation stage – no final decisions have been made on any policy choice or site. About 25 roadshows at various locations in Greater Norwich have been planned to take place during the consultation period. The venues and dates will be published on [www.gnlp.org.uk](http://www.gnlp.org.uk) in the next week or two (a few are still to be confirmed). A briefing event for parish councils has also been arranged (SNCC council Chamber, 5:30-6:30 on Tuesday 16<sup>th</sup> January).

### **SNDC/Broadland cooperation**

It is proposed to combine the senior officers from Broadland and South Norfolk together, under a joint management team comprising 3 posts: • Head of Planning; • Development Manager – responsible for the running of the Development Management service. • Spatial Planning Manager - responsible for running the Spatial Planning service.

### **Pick 'N' Mix Bitesize Sessions:**

The next Pick 'N' Mix session will be focussing on the structure of community groups - committee roles and responsibilities and will be hosted at the Fighting Cocks in Winfarthing

on Thursday 25 January from 6:30 – 9pm. Participants will learn about how to get the right people for the right roles; reducing turnover in community groups and making them sustainable for the future. For more information, contact Emma Eltringham at eeltringham@s-norfolk.gov.uk or 01508 533945.

### **Early Help Hub: Leaving hospital and independent living**

One of the key issues for everyone is “bed blocking” at hospitals and its impact including on independent living. SNDC is running a pilot scheme to enable people to leave hospital and receive the appropriate help and support to live at home. SNDC has a District Direct Officer based in the NNUH hospital hub to see what support it can offer in terms of discharge and continuing to live independently at home. This can range from grants, to help from a handyman, and claiming benefits.

### **Christmas trees**

These can be disposed of at local recycling centres:

<https://www.norfolk.gov.uk/rubbish-recycling-and-planning/rubbish-and-recycling/find-your-local-recycling-centre>

District Councillor Vic Thompson also reminded Councillors that there were still funds available – a minimum of £100.00 under the Ward Members Grant.

Councillor Wretham asked whether South Norfolk has a programme of litter picking as there seemed to be an ever-increasing amount of rubbish left on the roadside from Hellington Corner through to Beccles. District Councillor Thomson said he would look into the matter.

## **MINUTES**

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

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

**17.612. Apologies for absence:-** Apologies were received from County Councillor Barry Stone and Councillor Jane Paterson.

**NOTED**

**17.613 Declarations of interest:-**

No Councillor declared an interest in any of the items on the Agenda.

**AGREED AND NOTED**

**17.614 Minutes:-**

Minutes of the meeting held on the 11<sup>th</sup> December 2017, copies of which had been circulated to all Councillors, were agreed and signed as a correct record by the Chair with the insertion of **17.611.5 Green Lane Playing Field** – The Parish Council should factor in Green Lane residents to any **major** planned enhancements.

**APPROVED AND NOTED**

**17.615 Matters arising:-**

**17.615.1 Notice boards** – The Village Caretaker had erected the additional notice board at Hellington and would install the other one at the Post Office within the next few days. It was agreed that the new notice boards would be used by the Parish Council and the older boards for organisations etc. ***The Clerk will place an article in Eleven Says regarding this. It was also agreed that the Clerk would write to Karen and Alan Tranter thanking them for their assistance in having the new board sited on the post office car park.***

**AGREED AND NOTED**

**17.615.2 Website** – Wheelie Bin Stickers – The company concerned had raised a proforma invoice of £ 531.95 to be authorized under Orders for Payment. ***It was agreed to place***

***this matter on the February Agenda for discussion on the course of action to be taken for distribution of the stickers.***

**AGREED AND NOTED**

**17.615.3 Bus Consultation Letter** – The Clerk reported that she had drafted a letter and sent it to Norfolk County Council regarding the subsidised bus service. A copy had been circulated to all Councillors, posted on the website and displayed on the notice boards.

**NOTED**

**17.615.4 CIL Payment** – Councillor Ross-Wagenknecht informed the meeting that the Rockland with Hellington Reserve group were yet to meet to discuss the possible purchase of a bench. She further commented that it was felt that any bench purchased would have to be in keeping with the ethos and surroundings of the Reserve.

**NOTED**

**17.615.5 Welcome Pack** - Councillor Ross-Wagenknecht said that all the information on organisations was near completion with a few gaps left. It was hoped to bring a prototype to the next meeting. In attendance was a new resident of the village who kindly agreed to look at the draft to see how helpful it would be to a new parishioner.

**AGREED AND NOTED.**

**17.615.6 Application by PCC** – Councillor Howlett asked the Clerk whether the necessary paperwork had been sent to the PCC to enable them to make an application under the Community Grant Policy for a contribution towards the replacement of the west churchyard gate. The Clerk confirmed that she had done so but had not yet received any response.

**NOTED**

**17.616 Planning Matters: -**

**17.616.1 Current Applications.**

No new applications had been received.

**NOTED**

**17.616.2 Decisions-**

**2017/2618** Listed Building The Normans Run Lane Rockland St Mary NR14 7EZ. Proposal : Addition of two conservation roof lights to either end of the rear roof. Addition of two new windows to first floor rear elevation. addition of doorway to archway, stripping of paint from exterior of house and possible recover of lime render and rebuild one dormer. **Approved with conditions.**

**NOTED**

**17.616.3 Pending-**

**2017/2455 / 2017/2456** Listed Building 21 School Lane Rockland St Mary NR14 7EU  
Alterations and extension.

**NOTED**

**2017/1646** Proposed development at Bee Orchid Way for 21 dwellings at Bee Orchid Way: the determination period was further extended until 12<sup>th</sup> January 2018. This request had been made to complete an agreement relating to an off-site contribution of £20,896 for play equipment only.

***Councillors expressed concern that they had not been party to any of this correspondence and were totally unaware of the agreement.***

**NOTED**

**17.616.4 Appeal-**

**2017/0956** Land adjacent to South Acres Low Common Hellington Norfolk. The applicant was appealing against the refusal of this application. The Parish Council submitted that they had no views or comments to make on this application. The applicant had contacted the Parish Council asking if Councillors could respond to the planning inspector on his appeal. It was agreed that the Clerk would write to the parishioner concerned stating that:-

***“The Parish Council’s views remained the same as when the original application was made but refusal by South Norfolk had probably been on the grounds that the proposed site was outside the development boundaries”.***

**AGREED AND NOTED**

### **17.617 Finance matters:-**

**17.617.1 Precept** - The Clerk had circulated to Councillors before the meeting her report on the precept. After discussion it was agreed that Councillors would request a total sum of £9,500 from South Norfolk Council comprising Council Tax Support Scheme (CTS) Grant of £113.00 and precept of £9,387.00. This was proposed by Councillor Ross-Wagenknecht seconded by Councillor Howlett and passed unanimously. The Chair duly signed the "Precept Upon Charging Authority" form and the Clerk would forward this to South Norfolk Council by the deadline date of the 19<sup>th</sup> January 2018.

#### **AGREED AND NOTED**

**17.617.2 Orders for payment** - There were four orders for payment: Poors' Trust Staithe Car Park £102.00 ; Village Caretaker £117; Clerks Salary and Expenses £263.99 ; Jonathan Scott £800. These payments were approved.

#### **APPROVED AND NOTED**

**17.617.3 Current Accounts** – The Clerk had circulated to Councillors a set of the current accounts. Councillor Bevington said that in future it might be appropriate to defer considering applications under the Community Grant Policy until the end of the financial year when the Council's financial situation was clearer. Councillors agreed that this was a sensible approach.

Councillor Howlett raised the issue of the Church car park and its inappropriate use by some people. ***As this was not an agenda item Councillor Bevington said that this should be placed on a future agenda for discussion.***

**17.618 Child Protection Policy** – The Clerk had circulated to all Councillors a copy of the Child Protection Policy. This was approved by Councillors.

#### **APPROVED**

### **17.619 Asset register and undertaking of regulation inspections:-**

Councillor Hayward had circulated the asset register sent to him by the Clerk to all Councillors. After discussion it was agreed that the Village Caretaker would continue to check the play equipment on a weekly basis to comply with insurance regulations. Councillor Hayward agreed to undertake an inspection of all other assets on a six monthly basis. In addition, it was agreed that the Village Caretaker would, in due course, take photographic evidence of all assets and send these to the Clerk for record purposes.

#### **AGREED AND NOTED**

### **17.620. General Data Protection Regulation:-**

The Clerk handed to Councillors present the following documents:-

1. A draft of what the information audit would look like
2. A draft letter of consent
3. List of lawfulness of processing

***The Clerk asked Councillors to look at the letter of consent to enable this to be approved at the February meeting.***

#### **AGREED AND NOTED**

### **17.620 Correspondence:-**

#### **17.620.1 Feedback from previous correspondence:-**

Councillor Bevington had urged Councillors to respond to the email from Norfolk County Council regarding the budget consultation 2018/19. She had also said that in view of the ever-increasing budget cuts Councils should be less prescriptive in the way Parish Councils can spend CIL money and this matter should be raised with County and District Councillors.

#### **NOTED**

#### **17.620.2 Correspondence:-**

1. Clerks and Councils Direct
2. Invitation to attend UK Power Network Roadshows
3. Extension to deadline for comments on Broads Local Plan
4. Notice re. temporary closure affecting New Road Surlingham
5. Greater Norwich Local Plan Parish Councils Briefing 16<sup>th</sup> January 2018
6. Draft letter to Tim Strudwick of the RSPB regarding bird hide.

#### **NOTED**

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

**17.621.1 Black Horse Dyke Car Park:-** The only issue of concern was of cars mounting the grass area. ***It was agreed that the Village Caretaker would cordon the grass area off to prevent this happening.***

**AGREED AND NOTED**

**19.621.2 Footpath report:-** Councillor Bevington had nothing to report.

**NOTED**

**19.621.3 Rockland St Mary Primary School –** Councillor Green said that he had not received the minutes from the last Board meeting and therefore could not make any comment. He informed Councillors that he had been appointed onto the Finance and Infrastructure Committees of Sapientia Trust and had attended a cluster meeting at Framingham Earl High School.

**NOTED**

**19.621.4 Margaret Mack Room –** Councillor Howlett had nothing to report.

**NOTED**

**19.621.5 Green Lane Playing Field –** Security work at Green Lane Playing Field had now been completed. ***The Village Caretaker will look into the prices of heavy duty locks to place on the new gate in place of the temporary lock. The Village Caretaker will also place the new Green Lane Playing Field sign beside the litter bin. Councillors were asked to give their thoughts as to how the old wooden gate could be recycled.***

**NOTED**

**19.621.6 Community Speedwatch -**

The Clerk reported that community speedwatch would commence next week following the Christmas break.

**NOTED.**

**Public Participation**

A member of the public enquired about how to work the defibrillator. The Clerk said that there is a telephone number on the defibrillator box to phone to obtain the access code and that instructions for its use are provided 'in situ'. Councillor Howlett suggested the possibility of organising a training session on the use of the defibrillator.

The Meeting ended at 9.05pm

**Dates of next meeting: -** 12<sup>th</sup> February 2018

Monica Armstrong

Parish Clerk

Signed as a correct record on 12<sup>th</sup> February 2018.

..... Chair