



**Rockland St Mary with Hellington**  
**Meeting of Rockland St Mary with Hellington Parish Council**  
**held on Wednesday 10<sup>th</sup> July 2019**

**Public Participation Session:-** A member of the public said that a vehicle had been seen parking overnight at The Staithe. ***It was agreed the Clerk should investigate the cost of a sign stating “No overnight parking allowed” and report back to Councillors. The Chair will check with the Poor’s Trust that it is acceptable to install such a sign.***  
**AGREED AND NOTED**

**District Councillor’s Report:-** District Councillor Vic Thomson arrived during the meeting and gave his report focussing on the following matters:-

1. **Community Land Trusts:** Following a very successful run of community-led planning training workshops for parish and town councils between June 2018 and March 2019, Broadland District Council and South Norfolk Council have organised a conference focusing on the concept of Community Land Trusts (CLTs) ‘Your Housing in Your Hands – developing Community Land Trusts to meet local housing needs’
2. **Pub of the Year** – Categories – Outstanding Community Focus; Best Customer Service; Most Family Friendly; Tastiest Food and Drink.
3. **Shared Services** – Two teams became a single paid service on the 2<sup>nd</sup> January 2019 and South Norfolk continues to move towards becoming a “one officer team” serving two autonomous Councils.
4. **South Norfolk Community Awards** – District Councillor Thomson gave details of the award winners.
5. **Greater Norwich Local Plan** – the next public consultation period will begin in October 2019 and there will be a list of preferred sites as recommended by the Growth Board. This will be the final public consultation before the production of the Local Plan up to 2036.
6. **Early Help Hub Bulletin** – these can be accessed via the Parish website [www.rocklandstmary.org.uk](http://www.rocklandstmary.org.uk)

To read a full copy of District Councillor’s report please go to [www.rocklandstmary.org.uk](http://www.rocklandstmary.org.uk)

**County Councillor’s Report:-** County Councillor Barry Stone had tendered his apologies and had not submitted a report.

**MINUTES**

**Present:** Cllrs Kate Bevington, Nikki Green, Stephanie Ross-Wagenknecht, Paul Francis, and Mike Hayward. Cllr Green attended part of the meeting.  
Monica Armstrong attended as Clerk and there were four members of the public present.

**17.808. Apologies for absence:-**

Apologies for absence were received from County Councillor Barry Stone and Councillor Catherine McCormick

**AGREED AND NOTED**

**17.809 Declarations of interest:-**

There were no declaration of interests.

## **NOTED**

### **17.810 Minutes:-**

Minutes of the meeting held on the 12<sup>th</sup> June 2019, copies of which had been circulated to all Councillors, were agreed and signed as a correct record by the Chair.

**AGREED AND NOTED.**

### **17.811 Matters arising:-**

**17.811.1 Hellington sign** - Councillor Francis had investigated the costing of this with Signs Express. There were two options available: a) for a Hellington sign to be placed on the notice board which would necessitate the board being moved or b) for the original sign on the "island" to be restored and the Hellington sign to be positioned on top. **It was agreed the Clerk would contact the Highways Engineer to see if the existing sign post could be replaced.**

**AGREED AND NOTED**

**17.811.2 Notice Board at The Staithe** – The Village Caretaker had looked at the frame on which the sign would be placed and felt the repairs should be carried out by a professional carpenter. Councillor Hayward had contacted Robin Whitlam to see if he would build a new frame on which the sign could be mounted. Mr. Whitlam was looking into the matter.

**AGREED AND NOTED**

**17.811.3 Progress report on Pathway at Wherryman's Way** – A meeting had now been arranged for Councillors to meet with RWA Land Ltd on Thursday 11<sup>th</sup> July 2019 at 7.30 pm. The purpose of the meeting was to try to resolve the issue of why the company would not allow Norfolk County Council to use the bank adjacent to Wherryman's Way for storage and access to enable the repair work to take place on the path to the bird hide and beyond. Although the Poor's Trust and the owner of No1 had offered their land for storage of materials etc, access to the company's land is a precondition to enable the work to proceed.

**NOTED**

**Councillor Green joined the meeting at this juncture having previously being engaged at a Rockland St Mary School Governors meeting.**

**17.811.4 Asset coding** – This was in progress.

**NOTED**

**17.811.5 Donating by QR coding and texting at The Staithe** – Councillor Bevington said she would send appropriate wording to Councillor N Green to enable her to design a suitable sign.

**NOTED**

**17.811.6 Registering of Council land** – It had proved difficult for the Land Registry to identify the various parcels of land although the Clerk had submitted detailed plans edging the relevant areas in red. However, she had now received a report from the Registry confirming the car park at Black Horse Dyke was not registered. She was awaiting reports on the other land. It would be necessary to obtain details of ownership to enable an application to be submitted. The Clerk will approach the Chair of the Poor's Trust who has recently registered its land and also discuss the matter with District Councillor Thomson.

**NOTED**

**17.811.7 Councillors' email accounts for Council purposes** – Councillor Green said he had submitted all the necessary documentation. The Clerk pointed out it would be necessary to change the Clerk's email address on the sign at Green Lane Playing Field.

**NOTED**

**17.811.8 Public footpaths at Low Common** - The Clerk had written to the owner of the land on which the footpaths bordered and had received a reply stating he:-

"would undertake the work in in September and will sort it out then. We are not allowed to trim hedges before then due to environmental reasons."

Councillor Francis said that work had been undertaken and vegetation cut back.

**NOTED**

**17.811.9 Sunken boat** – Councillor Thomson reported that the recovery boat had unfortunately broken down which had delayed the recovery of the sunken boat.

**NOTED**

**17.812 Planning matters:-**

**17.812.1 Current Applications –**

**2019/1317**

Address 10 Rookery Hill Rockland St Mary Norfolk NR14 7EW

Description proposed 2 storey extension to rear and porch to front.

***Councillors had no views or comments to make on this application.***

**AGREED AND NOTED**

**2019/1307** Discharge of condition 5 & 18 – landscaping scheme (5) and traffic regulation orders (18) of permission 2017/1646 Land off Bee Orchid Way Rockland St Mary Norfolk. The Traffic regulation 18 relates to the stipulation of a 20 mph zone which Highways says has been fulfilled.

Councillor Thomson explained to the meeting that the road design would be planned in such a way that motorists would find it difficult to exceed the stipulated speed. There was no requirement for repeater 20 mph signs.

**NOTED**

**17.812.2 Decisions –**

**2019/1000** 108 The Street Rockland St Mary Norfolk NR14 7HQ Description: Proposed single garage to replace timber shed. Approved with Conditions.

**NOTED**

**17.813 Financial matters:-**

**17.813.1 Orders for payment-** There were the four orders for payment:- Townlands or Roydons Trust £36.00; Village Caretaker £202.50; Clerk's salary and expenses £339.61; PSL Web annual renewal of website name £13.50. On the proposal of Councillor Ross-Wagenknecht, seconded by Councillor N Green, these payments were authorised.

**17.813.2 Balance at bank -** .Balance at bank £15,074 less payments above. The Clerk reminded the meeting that this included CIL money for Rockland St Mary of £8115.00.

**NOTED**

**17.813.3 Application by Friends of Rockland St Mary School** – The Friends of Rockland St Mary School had submitted an application under the Community Grants Policy for £473.00 to facilitate the launch of a monthly community café to raise funds for the Friends. On the proposal of Councillor E Green seconded by Councillor Ross-Wagenknecht this was unanimously approved.

**AGREED AND NOTED**

**17.814 “Drop in Sessions” for residents:-** Councillors Green and Hayward had undertaken the first session and the following issues or comments were discussed:-

1. “What a good idea - hope it is a success.”
2. The Oaks, “not sure if anyone knows how many children live at the Oaks, there are 15 ranging in ages from the very young (pre-school) to the age of 13. Have concerns of the safety for residents walking on a narrow country road with a national speed limit of 60 mph, with no footpaths to the village (school/shop/church/doctors etc) for pedestrians. Can anything be done to provide a safe footpath and extend the 30mph speed limit”?

***This had already been discussed with the Highways Engineer, Gary Overland, at a recent meeting and unfortunately, this was not viable.***

3. Concern that the Village sign (Rookery Hill/Run Lane junction) is looking very tired, and whether anything could be done to smarten it up.

**It was agreed the Village Caretaker would look at the sign and undertake any necessary work.**

4. Positive comment from parishioner who lives opposite shop. Came to thank the Parish Council for its help and effort in getting the Highways Department to carry out footpath work to make safe access/egress to the flats. (Highways informed the parishioner on Friday work had been scheduled to take place.) Very happy with the Parish Council.

5. Suggested we have a large sign outside the shop informing parishioners of our surgery on the day.

**It was agreed the Clerk should obtain a small A3 frame to enable a poster to be displayed informing residents when a session was taking place.**

6. Overhanging hedge where the footpath is very narrow - can this be addressed?

**It was agreed the Clerk should write a suitable letter to the owner.**

7. Is it possible to have more bench seats in the village, the one on the corner Surlingham lane is very good, suggest another at Blackhorse Dyke.

**The Clerk informed the meeting that she had submitted an article in the "Eleven Says" regarding sponsoring a bench in memory of a loved one. It was agreed to gauge the initial response to this and for the Clerk to report back to Councillors in September.**

8. Is it possible to mark out parking bays at BHD to enable best use of the limited space and counteract random parking.

**Councillor Hayward and the Village Caretaker will look into this with a view to demarcating spaces with edging boards.**

9. Can anything be done about the parking when the fish and chip van is in the Village on Tuesdays, causing problems for residents trying to get to and from their properties and traffic issues? Do not want to lose this valuable asset from the Village but could it be located near to BHD where parking can be off the road making it safer?

**Van is parked centrally within village for convenience and helps slow traffic. It was agreed no action was needed on this matter at the present time.**

10. Asked for an update regarding the call for sites.

**Councillors Green and Hayward informed the resident that the next consultation would take place in October.**

11. The parking on The Street just past Broadfield Way has become a problem again both for residents accessing their properties and dangerous to vehicles driving towards Claxton as vehicles are forced into the middle of the road facing oncoming traffic which has the right of way.

**The Clerk reported that the local Beat Officer of Norfolk Constabulary had become involved and had a conversation with the assistant site manager who was endeavouring to assist as far as he possibly could. Unfortunately, the cars were not parked illegally but motorists needed to respect residents' wishes.**

**The Police had removed the bollards that had been placed illegally on the road.**

12. No complaints about the Parish Council and would like to add the village looks well-kept and tidy, compliments to the caretaker.

**17.815 Climate Emergency:-** Councillor Ross-Wagenknecht had sent a link to all Councillors [https://www.campaigncc.org/councils\\_climate\\_emergency](https://www.campaigncc.org/councils_climate_emergency) relating to the suggestion that the Parish Council signs up to Climate Emergency. Discussion took place regarding what this meant and how the Parish Council could constructively and measurably set targets. Councillor McCormick had offered her assistance with this and said it was important that it should not just be an exercise in declaring an emergency without following it through with some actions. **It was agreed that the Clerk should write to both Broadland and South Norfolk Councils asking if they would sign up to Climate Emergency.**

***Councillors would also give some thought as to how the Parish Council could implement a plan and bring their ideas to the next Council meeting in September.***

#### **17.816 Review of Policies:-**

**17.816.1 Retention Policy** - The Clerk had circulated to all Councillors prior to the meeting a copy of this policy which was approved by Councillors.

#### **AGREED AND NOTED**

**17.816.2 Equality Policy** – A copy of this document had been sent to Councillors prior to the meeting by the Clerk and Councillors approved this policy.

#### **AGREED AND NOTED**

#### **17.817 Correspondence:-**

**17.817.1 Feedback from previous correspondence-** The Clerk reported that she had written a letter to the parishioner who raised the question of shooting rights on the Broads.

#### **NOTED**

#### **17.817.2 Correspondence circulated-**

Correspondence circulated to Councillors via email and considered at the Parish Council meeting on the 10<sup>th</sup> July 2019.

Document	Circulated via email
Emails regarding meeting with RWA Land Ltd	Various dates
Traffic issues on The Street	16.06.2019
Poster for “drop in sessions”	16.06.2019
Email to Russell Wilson	16.06.2019
South Norfolk Help Hub Bulletin	24.06.2019
Planning Application 2019/1317 10 Rookery Hill Rockland St Mary proposed two storey extension to rear and porch to front.	26.06.2019
Broads Society	02.07.2019
June Broads Briefing and New Date for Parish Forum (16th Oct 6pm)	03.07.2019
Draft application under the Parish Partnership Scheme for match funding for the installation of gateways	04.07.2019

The Clerk had drafted an application for match funding under the Parish Partnership Scheme to Councillors for their approval. The tentative costing from Norfolk County Council was £4,350.00 with the Parish Council contributing £2,175.00. It was unanimously agreed the Clerk should submit this application.

#### **AGREED AND NOTED**

#### **17.818 Risk Assessments:-**

**17.818.1 General Data Protection** – *Councillors felt this covered all aspects of the General Data Protection regulations.*

#### **AGREED AND NOTED**

**17.818.2 Staithe Car Park** – This would be reviewed in September 2019. The Village Caretaker had cut back the overgrown branches.

#### **NOTED**

**17.818.3 Hellington public footpath and copse area** – There had been significant erosion of the path and some work needed to be undertaken to shore it up. ***Councillor Francis agreed to look at this. It was agreed that a working team will be formed to assist with any work that was required.***

#### **AGREED AND NOTED**

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

**17.819.1 Black Horse Dyke Car Park** – Councillor Hayward had investigated the fencing to be placed in position around the pond- this would be palisade fencing 1.1 metre high and be placed in front of the existing fence which would remain in situ.

**17.819.2 Footpath report:-** Councillor Bevington said that the footpath from Beauchamp Arms to Rockland was virtually impassable but appreciated that Russell Wilson from the Norfolk Trials Team said the cutting back of the undergrowth would take place around July.

**AGREED AND NOTED**

**17.819.3 Rockland Primary School** – Councillor Green reported that the Year 6 results were exceedingly good and a credit to both the children and teachers. The results showed that significant progress had been made. Councillor Green said the number on roll for the next academic year was Rockland 44, Surlingham 48.

Discussion took place on whether the Parish Council should respond to the consultation regarding the proposed changes of age status of the schools - Rockland becoming an infant school with nursery facilities and Surlingham a junior school. ***It was felt that there were too many unanswered questions to enable the Council to make an informed response.***

**AGREED AND NOTED**

**17.819.4 Green Lane Playing Field** – The Village Caretaker expressed concern about the management of the proposed meadow at the top field. ***It was agreed Councillor N Green would arrange a meeting with herself, Councillor Hayward and Rose Hoare to enable discussions to take place regarding issues of concern.***

The Clerk enquired as to whether the gate to the field would be open during the summer holidays. ***Some Councillors agreed to operate a rota system and will inform the Clerk of their availability.***

**AGREED AND NOTED**

**17.819.5 – Speedwatch** – Councillor Green had resigned as Speedwatch Co-ordinator and it would be necessary to make another appointment.

**NOTED**

**17.819.6 Staithe Car Park** – Other than the matter raised under public participation there was nothing to report.

**NOTED**

**Any other business:-**

The Clerk informed the meeting that the Reverend Canon Nick Garrard had been appointed Priest in Charge of the Bramerton Group including Rockland St Mary and Hellington.

**Items for the September Agenda :-**

1. Displaying a banner at the Parish Rooms advertising Rockland St Mary School.

**NOTED**

*There being no further business the meeting closed at 9.45 p.m.*

**Next meeting Wednesday 11<sup>th</sup> September 2019**

Monica Armstrong  
Parish Clerk

Signed as a correct record on 11<sup>th</sup> September 2019

..... Chair