



## Rockland St Mary with Hellington Meeting of Rockland St Mary with Hellington Parish Council held on Wednesday 12<sup>th</sup> February 2020

**Public Participation Session:** - There was no public participation at this stage of the meeting.

**County Councillor's Report:** - County Councillor Barry Stone reported on the following matters: -

- The latest Norfolk County Council budget proposals for 2020.2021 would be presented to the full Council on the 17<sup>th</sup> February 2020. It is anticipated there will be a rise of 3.99 per cent; 1.99 per cent general council tax and a 2 per cent rise under the Government's adult social care precept.
- Several consultations were currently taking place including the Local Transport Plan 2020-2036 and the Norfolk Rail Prospectus 2020.
- The County's Environmental Policy had progressed and was with a cabinet member who would be establishing a strategic group to implement the policy. The County's goal was to achieve zero carbon emissions/carbon neutrality by 2030. There would be grants available for planting trees. ***Councillor Bevington asked where these grants could be accessed and County Councillor Stone said he would look into the matter and report back to the Clerk.***

County Councillor Stone said that, as a result of the recent storms, the Highways Department were massively overstretched dealing with a range of issues.

**District Councillor's Report:** - District Councillor Vic Thomson had provided a report to the Parish Council which the Clerk had forwarded to all Councillors prior to the meeting. He gave a summary of what was in his report.

- **Big Litter Pick** – This year the big litter pick takes place between the beginning of February and the end of May. For more information email [litterpick@s-norfolk.gov.uk](mailto:litterpick@s-norfolk.gov.uk).
- **Greater Norwich Local Plan** – The section 18 public consultation has now commenced but in a slightly different way. As SNC is significantly more rural and less an urbanised area like Norwich it has been decided that SNC will look at small developments around village clusters. It is impractical to assess every village and therefore it has been decided to band villages in clusters loosely reflecting their primary school catchment areas.

Unfortunately, in the last call for sites SNC received too many that did not meet its requirement and therefore did not review those sites in a manner that would elicit the sites needed.

This section 18 consultation will be in two strands. The plan will go ahead with Norwich, Broadland and the main centres in SNDC and a simultaneous plan will go ahead for SNDC clusters. These will be in the same timescale and brought back together for the section 19 consultation. This plan will be until 2038

SNC will also have a "windfall" policy to promote self-build and permit individual homes that match the form and grain of their villages. SNC will permit, with public and parish support, an additional three homes in every rural parish during the lifetime of the plan

## MINUTES

**Present:** Cllrs Kate Bevington (Chair), Catherine McCormick, Nikki Green, Paul Francis, Ernie Green and Mike Hayward.

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

**17.885. Apologies for absence: -**  
**NOTED**

**17.886 Declarations of interest: -** There were no declarations of interest.  
**NOTED**

**17.887 Minutes: -** Minutes of the meeting held on the 8<sup>th</sup> January 2020, copies of which had been circulated to all Councillors, were agreed and signed as a correct record by the Chair.  
**AGREED AND NOTED**

**17.888: Report on matters arising: -**

**17.888.1 - Hellington Sign –**

**17.888.2 - Sign from Hellington entering Rockland –** The Clerk had enlisted the help of District Councillor Vic Thomson as, despite numerous attempts, she had been unable to gain the information she required from Gary Overland of the Highways Department.

**NOTED**

**17.888.3 - Progress update on pathway at Wherryman's Way -** The work to remove trees and re-site the bins had now been completed with the information signs being cleaned and replaced where they can be seen and no longer obstructed by the wheelie bins. However, Councillor Hayward said he felt that the area now looked very unsightly. ***It was agreed that the Clerk should write to Russell Wilson of the Trails Team as it had been the understanding of the Parish Council that a hard standing area for the bins would have been put in place when the other work was taking place.***

**AGREED AND NOTED**

**17.888.4 - 20 mph signs at School Lane –** Councillor E Green said he was waiting for a detailed quote from the alternative company who could supply the 20 mph signs as this could be more cost effective. He would be contacting the Norfolk County Council Highways to establish whether permission was required to erect the signs. He would report back to the March meeting.

**NOTED**

**17.888.5 - No cold calling zones for Rockland St Mary and Hellington –** The Clerk reported that one parishioner had contacted her in support of this scheme. This item will be included in the next newsletter from the Parish Council.

**NOTED**

**17.888.6 – Clothes bank at Black Horse Dyke Car Park -** The clothes bank supplied by South Norfolk had been removed and the Clerk is in contact with the trading arm of the Salvation Army to ascertain if their clothing bank can be reinstated. Councillor E Green suggested that if there was no response from the Salvation Army the British Heart Foundation be contacted to see if they would be interested in supplying a clothes bank.

**NOTED**

**17.888.7 – Welcome Pack –** Councillor E Green said no further progress had been made to amending the Welcome Pack as he had not heard from fellow Councillors.

**NOTED**

**17.888.8 – Greater Norwich Local Plan –** See District Councillor Vic Thomson's report above.  
**NOTED**

**17.888.9 – Flooding at The Orchids** - The Clerk had contacted the Water Management Authority and had received the following response: -

“We have contacted the developer to ask of their intentions with the ditch. We have asked them to confirm that they will keep the length of the ditch running to the site entrance as it always has done. We will keep you informed, please let us know if anything changes”.

Councillor McCormick commented that the residents affected by the flooding at Broadfield Way were happy with the work that had currently taken place to alleviate the flooding.

**NOTED**

**17.889 To discuss co-option of Councillor:** - One parishioner had expressed an interest in becoming a Councillor and the Clerk had sent him details but nothing further had materialised. Councillor Bevington said that she had spoken to a resident whose husband might be interested. It was hoped further progress could be made at the next meeting.

**NOTED**

**17.890 Climate Emergency:** -

At this stage of the meeting Mr. Philip Halstead attended and the Chair moved item 8 on the Agenda “Climate Emergency” to enable him to report on this matter.

Mr Halstead said forty-seven people from a range of backgrounds had attended the initial meeting held in December when Professor Tim O’Riorden had been the speaker. As a result, an Action Group was formed and a second meeting was held at the end of January when fourteen people had attended. It had been agreed that chairing the meetings should be rotated around the group which would have the benefit of utilizing peoples’ expertise and skills.

Professor Tim O’Riorden had advised the group to commence with something that was clear and manageable, for example the planting of trees, the installation of electric charging points and working with house builders to ensure properties are appropriately and efficiently built. He was happy to return in a year’s time to see what progress had been made.

The Action Group had agreed on the following actions: -

- For members to give some thought for the name of the group.
- To undertake a carbon audit researching on what this may look like by using resources through the UEA and other organisations.
- Publicity through various means; social media, publications, Eleven Says - highlighting steps the Action Group would be proposing and encouraging people to be active and get involved.
- Raising the profile of recycling.
- Engaging with local schools.
- To consider “pop up” stalls at local events such as fairs promoting the Action Group
- To find ways of eliminating isolation within rural communities
- Ways of living in a village and making it more economical.

It was anticipated the group would meet initially once a month. Councillor Bevington asked Mr. Halstead if he would be willing to attend the Annual Parish Meeting to talk about the Action Group which he said he was more than happy to do. She further stated that the Parish Council were openly committed to Climate Emergency. Councillor McCormick said she was willing to be the Council’s representative on the Action Group and Mr. Halstead welcomed this.

**AGREED AND NOTED**

**17.891 Planning:** -

**17.891.1 Current applications**

**2020/00115** 2 St Marys Close Rockland St Mary proposed rear extension.

***Councillors had no comments or observations to make regarding to this application.***

**AGREED AND NOTED**

**2020/0173** The Cottage 3 Lower Road Rockland St Mary Norfolk NR14 7HS

Proposal: Two storey rear extension including balconies and alterations to property.

Replacement of outbuilding with new detached garage/annexe

***Councillors had no comments or observations to make regarding to this application.***

**AGREED AND NOTED**

**17.891.2 Decisions** – No decisions had been received.

**NOTED**

**17.891.3 Pending - 2019/2257** 16 School Lane Rockland St Mary Norfolk NR14 7EU

Proposal: Erection of two storey side extension to replace existing garage and extend dormer window to rear.

**NOTED**

**17.891.4 Delegation of Clerk: -**

It is necessary to review the delegation to Clerk re. planning matters on an annual basis. There are occasions when it is necessary for the Clerk to make a response to a planning application to South Norfolk Planning Department or the Broads Authority prior to the next Parish Council meeting. Councillors therefore agreed the following arrangements should continue to be in place.

***“Where it had not been possible to obtain any necessary extension from the District Council to allow a planning application to be considered at the next Council Meeting, the Clerk would, having consulted with Councillors, make the necessary response or convene an extraordinary meeting of the Council.”***

**AGREED AND NOTED**

**17.892 Financial matters: -**

**17.892.1 Orders for payment** - There were six orders for payment; Home Design £336.00; Norfolk Association of Local Councils training fee £72.00; Village Caretakers salary and expenses £182. 49; Clerks salary and expenses £338. 48; Paul Francis materials for Hellington Board £32.76 and Councillor McCormick's traveling expenses £43.65. On the proposal of Councillor Hayward seconded by Councillor N Green these payments were approved.

**AGREED AND NOTED**

**17.892.2 Balance at bank** - The current balance at the bank was £37,823.00. The Clerk reminded Councillors that this sum included the CIL money received in respect of the development at The Orchids

**17.893 Code of Conduct: - Prior** to the meeting the Clerk had circulated to all Councilors a copy of the Code of Conduct. Councillors felt this was fit for purpose and was approved.

**AGREED AND NOTED**

**17.894 Being an Effective Councillor** - Councillor McCormick gave feedback on this course she had attended. She said it had been an excellent course and she would encourage both new and experienced councillors to attend. Emphasis had been placed on the importance of community engagement and how parish councils can involve their parishioners with transparency being a key issue. She also spoke of how the course leader had talked about neighborhood plans. Councillor McCormick further added that she had been given a USB with an enormous amount of information which she was happy to share with fellow Councillors.

**NOTED**

**17.895 Correspondence: -**

**17.895.1 Feedback from previous correspondence –**

**a)**The Clerk informed the meeting she had received a response from Our Bus stating that, having spoken to all the drivers of the 85 service, the general opinion was that the bus shelter would be best placed on St Margaret's Close as this is also the busiest stop for OAP's who would benefit from a shelter.....”

**NOTED**

**17.895.2 Correspondence circulated prior to the meeting –**

Document	Circulated via email
Email re. signs at the Staithe	09.01.2020

Email re. flooding at Low Common Hellington	09.01.2020
Email re. conifer tree at Hellington	12.01.2020
Email re. Clothes bank at Black Horse Dyke Car Park	14.01.2020
Email planning application 2020/0115 St Mary's Close Rockland St Mary NR14 7EX.	24.01.2020
Email re. Greater Norwich Local Plan	24.01.2020
Email re. Community First Responder equipment	24.01.2020
Email to Councillor Paul Francis c.c. fellow Councillors re.salt bin at Hellington	29.01.2020
Email re. Climate Change Notes	29.01.2020
Email planning application 2020/0173 The Cottage 3 Lower Road, Rockland St Mary NR14 7HS.	30.01.2020
Email re. attendance of Mr. Halstead at Parish Council meeting	31.01.2020
Email from NALC re. meeting to formulate the three consultations to be held on the 20 <sup>th</sup> February 2020. Responses received from Councillors Bevington, E Green, N Green, McCormick	03.02.2020
Email re. broken branch on The Street. Responses received from Councillors Bevington, McCormick, Hayward. E Green and N Green	04.02.2020
Email re. Broads Parish Forum	07.02.2020
I had a lengthy telephone conversation from a resident relating to two issues: - <ol style="list-style-type: none"> <li>1. She was in agreement with the suggestion of bus shelter being erected near St Marys Close.</li> <li>2. She raised her concerns regarding School Lane and the amount of traffic it generated. She lives in School Lane and is disabled and often her driveway is blocked by parked cars preventing her carers/visitors/relative having access to her driveway or if they are parked in her driveway they cannot get out.</li> </ol> <p>I said to the resident I would raise this matter with Councillors but informed her of the avenues being explored in relation to 20 mph flashing signs.</p> <p>Just as a thought I wonder whether white lines could be painted outside the lady's house?</p>	07.02.2020
Email from Norfolk County Council on overhanging tree	08.02.2020
Email sending details from Councillor McCormick on the course she attended "Being an Effective Councillor".	08.02.2020
Email re. link to Broads Authority monthly briefing	08.02.2020
Email from District Councillor Thomson re. Consultation on Greater Norwich Local Plan	08.02. 2020
Details re. The Big South Norfolk Litter Pick scheme will be running from the 1st February to May 31 <sup>st</sup> 2020	11.02.20
Quote from Norfolk Prestige Fencing	11.02.20

- Councillor McCormick has been booked on the course "Looking After Our Residents' Needs and Aspirations" to be held on the 4 April 2020.
- Councillor Hayward hoped to attend the NALC meeting on the 20<sup>th</sup> February 2020.
- It was agreed the Clerk would write to the resident on School Lane informing her that Councillor E Green had monitored the situation in the past and when doing so had not seen cars parked inappropriately. The Clerk would suggest the parishioner contact Norfolk County Council Highways Department as this was not an issue which came under the remit of the Parish Council. The Clerk would also recommend she places a notice stating that access to her driveway was required at all times as she was disabled.

- The Clerk would contact the first responder stating Councillors had discussed in detail the issue of the equipment required and suggesting he contacted clerks in neighboring parishes to see if their Councils would be willing to make a contribution to the equipment. The Clerk would also ask that if and when the responder no longer undertook this task would the equipment be returned to the emergency services.
- The Clerk would inform the Climate Emergency Action Group of details of the Litter Pick
- The Clerk had circulated to all Councilors response she had received from parishioners regarding suggestions for the spending of the Community Infrastructure money (CIL). ***It was agreed that the Clerk and Chair would prepare a draft document on the merits or otherwise of each proposal.***

#### **AGREED AND NOTED**

#### **17.896 Reports from Councillors on their areas of responsibility: -**

**17.896.1 Black Horse Dyke Car Park –** Councillor Hayward said that the fence was almost completed.

#### **NOTED**

**17.896.2 Footpaths –** Councillor Bevington had nothing to report

#### **NOTED**

**17.896.3 Green Lane Playing Field: -** The owners of Broad Hall Farm have agreed the Parish Council could use the hard-standing area near the property to have the concrete manhole covers delivered prior to their being placed in situ at Green Lane. They would also be happy to “adopt” one of the covers. Councillor N Green said seventeen manhole covers would be required filled with a mixture of soil and gravel. Councillors N Green, E Green and Hayward had met Gary Howard, Play and Amenities Technical Advisor at South Norfolk, together with a representative of EPS to discuss the new play equipment and to look at existing apparatus. Councillor N Green was waiting for costings for both the new equipment and to repair the current ones. Councillor N Green said there was more branch cutting required and she will speak to the Village Caretaker regarding this.

#### **AGREED AND NOTED**

**17.896.4 Speedwatch –** No permanent Speedwatch Co-ordinator had been appointed. Councillor Bevington informed the meeting that a session was scheduled for the second week in March.

#### **NOTED**

#### **Items for next month's agenda: -**

Councillors Hayward and N Green reported that parishioners had spoken to them regarding dog fouling in the village. The Clerk will look into the situation regarding by laws and place this matter on the agenda for the March meeting.

There was no further public participation.

*The meeting closed at 9.45 p.m.*

#### **Next meeting Wednesday 11<sup>th</sup> March 2020**

Monica Armstrong  
Parish Clerk

Signed as a correct record on 11<sup>th</sup> March 2020

..... Chair