

LONGHAM PARISH COUNCIL

Minutes of a meeting of Longham Parish Council held at 7.30pm on Monday 21st November 2022 in the Village Hall.

Present: Cllr Susan Douglas (Chairman)
Cllr Clare Mitton
Cllr Paul O'Brien
Cllr Roddy McLeod
Cllr Alan Farrell

D/Cllr Roger Atterwill
Two Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Donna McLeod and Cllr Margaret Dye were approved. Apologies were also received from County Cllr Mark Kiddle-Morris.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 3rd October 2022.

Cllr Mitton proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr O'Brien and unanimously agreed by Council.

4. To note the vacancy for a parish councillor and consider any applications for co-option.

Cllr Douglas proposed that Alan Farrell be co-opted onto the Council, this was seconded by Cllr Mitton and unanimously agreed by Council. The Chairman welcomed Cllr Farrell onto the Council and thanked him for his interest.

5. Meeting open for public participation.

A member of the public raised some queries in respect of the minutes of the previous meeting, specifically item 5 and what facilities would be lost; they were informed that the village hall and pub were being referred to. They also felt the minutes did not recognise the concerns raised regarding new housing in the village but Cllr O'Brien assured them that, as a result of the previous meeting, a village appraisal was being considered to ascertain the opinions of the village in respect of various matters, including housing.

6. To receive County and District Councillors reports.

A report from the County Councillor is attached.

D/Cllr Atterwill reported that in respect of the Local Plan, the call for sites had been extended, ending in January, when all the sites put forward will be confirmed.

He had no update in respect of the bus service but continues to chase it up.

The D/Cllr also informed Council of a Breckland Support Fund available which has been widely advertised in the village. The Fund can help with a one-off grant of up to £300 for cost of living needs. Anyone requiring help should contact either District Cllr Atterwill or Duffield. Breckland will also liaise with local charities to ensure on-going help is in place, where available.

A representative of the landowner of the site on Chapel Road which has been put forward to be considered as development land was in attendance. They were aware that the Parish Council had also submitted the same piece of land and asked for Council support going forward, working with the Parish Council to develop the site with both market housing and affordable housing. The Parish Council would prefer more affordable housing to encourage young families into the village. In response to queries, they confirmed that the site was .7 hectare with possibly .4/5 hectares suitable for housing, due to flood risks. A flood risk assessment will be carried out and, once done, consideration can be given to what is possible. Council agreed to support a letter to Breckland stating that the developer is working with the Parish Council. D/Cllr Atterwill said he will also support the application.

7. Planning issues.

a) Applications for consideration.

There were no applications to consider.

b) Decisions to note.

Council noted the following application had been approved.

- 3PL/2022/0929/HOU – Honeywood, 19 Hoe road - erection of single storey extension to rear and erection of detached garage building with first floor storage.

Council noted that no decision had been made on the following application.

- 3PL/2021/1460/F – Meadow, Hoe Road - change of use of land from Agricultural to residential & the erection of 1No. self-build home and provision of 1No. Self Build Plot with associated car parking and landscaping.

c) To receive an update regarding the Rural Exception Site Housing Scheme and/or to consider approaching Hastoe Housing.

Cllrs Mitton and O'Brien had attended a meeting with Broadland Housing and there was no way forward with this scheme at the present time; a second survey could be carried out in 18 months. Of the 114 houses in Longham, only 27 had responded to the survey.

D/Cllr Atterwill informed Council that Hastoe Housing have no interest in working with Longham at the present time, they are currently building a small site in Gressenhall.

8. Highway issues.

a) To receive updates on matters previously reported and to consider any new highway issues.

- Bittering Road- Pig Farm – mud on road continues to be a problem although it is regularly cleaned. The large lorries parked roadside are dangerous as they are just around a blind bend and warning signage should be in place. If Council can ascertain who the owners of the farm are, as it has recently changed hands, then they will write to request better signage.

b) To receive an update regarding the pull-in on Hoe Road.

County Cllr Kiddle-Morris will be attending a site meeting with Highways later this week.

c) To receive an update from the County Cllr regarding the grass cutting on Chapel Road (responsibility of County Council).

In the absence of the C/Cllr, no update was available.

9. To receive a report in respect of the Playing Field and Play Area.

The Chairman reported that the football pitch has grown well, although patchy in places, and the flooding problem is being investigated.

10. To receive an update regarding the Clay Pits (a county wildlife site).

Cllr O'Brien reported that a clearance day had taken place, clearing the site for autumn. The next visit from the volunteers will be in March. He reported that further grant funding is required to create the disabled access/additional boardwalk and signage but it was hoped to have this in place early next year when the site can then be safely opened to the public.

11. To receive an update regarding the planting of the Jubilee Tree.

The Chairman reported that a Cherry Blossom tree will be planted in January, near to the bench.

12. To receive a report from the County Cllr regarding recycling.

In the absence of the C/Cllr, no update was available.

13. To consider a village appraisal to determine how residents wish to see the village move forward into the future.

Council agreed to proceed with an appraisal, with a draft form being prepared for consideration at the January meeting. The responses can then form the basis of a Council Action Plan for the future.

14. To receive a report regarding grass cutting for 2023, including a draft risk assessment for the works at the church.

The grass contractor for the church does not have their own public liability insurance and the Council insurer will provide cover if a risk assessment has been carried out by Council. The risk assessment form was approved and Cllr McLeod volunteered to contact the contractor and arrange for regular assessments to be carried out next year.

15. Finance and Governance

a) To receive a financial report for the year ending 31st March 2023.

The financial report (attached) was noted.

b) To consider the draft budget and set the precept for the year ending 31st March 2024.

Council agreed that with increasing costs, a rise in the precept was necessary. Cllr Douglas proposed a precept of £7,500 for the year ending 31st March 2024, this was seconded by Cllr Mitton and unanimously agreed by Council. This will result in an increase of less than £6 per annum for a Band D property.

c) To authorise financial payments as set out below:

Cllr Douglas proposed approval of the following payments, this was seconded by Cllr Mitton and unanimously agreed by Council.

| | |
|----------------------------------------|--------------|
| • Clerk – Salary/Allowance (Oct) | £144.22 (SO) |
| • Clerk – Salary/Allowance (Nov) | £144.22 (SO) |
| • Clerk Pay Award Arrears (Apr to Dec) | £84.50 |
| • HMRC | £20.80 |
| • SLCC Membership (refund to Brisley) | £18.68 |
| • TCV – Clay Pits Clearance | £360.00 |

16. Correspondence for circulation

Council noted the following correspondence and no action was required.

- Norfolk Minerals and Waste Local Plan: Pre-Submission – Extension of time to make representations.
- Norfolk ALC .gov.uk Email Pilot Scheme

17. To receive any new items for the next agenda.

There were no new items for the next agenda.

18. To note the next meeting of the parish council will be held on Monday 16th January 2023 at 7.30pm in the Village Hall.

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.33pm.

Signed:

Date:

| LONGHAM PARISH COUNCIL | | | | | |
|----------------------------------|-------------------|-------------|-------------|------------------------------------------|-------------------------|
| YEAR ENDING 31ST MARCH 2023 | | | | | |
| FINANCIAL REPORT - NOVEMBER 2022 | | | | | |
| BUDGET UPDATE | Budget 2022/23 | To date | % Spend | | |
| PAYMENTS* | | | | Bank Reconciliation | |
| Admin | 1,132 | 629 | 56% | Balance at 01.04.2022 | 6,233.81 |
| Salary | 1,649 | 1181 | 72% | Plus Receipts at 31.10.2022 | 8,677.54 |
| Open Spaces | 1,000 | 120 | 12% | Less Payments at 31.10.2022 | <u>4,353.86</u> |
| Clay Pit Maintenance | 1,000 | 0 | | TOTAL | <u>10,557.49</u> |
| Donations | 1,925 | 1000 | 52% | Bank Balance at 31.10.2022 | |
| Defibrillator | 100 | 0 | 0 | Unity Trust Current Account | 5,556.00 |
| TOTAL | 6,806 | 2930 | 43% | Unity Trust Instant Access | <u>5,001.49</u> |
| RECEIPTS | | | | TOTAL | 10557.49 |
| Precept | 7000 | 7000 | 100% | including: | |
| Wayleaves | 0 | 0 | | Clay Pits Reserve | 548.33 |
| Salary/HMRC | 0 | 20 | | Village Hall Reserve | 1,700.00 |
| Recycling | 100 | 110 | 110% | General Reserve | 8,309.16 |
| TOTAL | 7100 | 7130 | 100% | | |
| SURPLUS/DEFICIT*** | 294 | 4200 | | CLAY PIT PROJECT as at 31.08.2022 | |
| | | | | Income | 9,100.00 |
| | | | | Expenditure | <u>8551.67</u> |
| | | | | Balance | 548.33 |

*includes payments as listed on agenda.

Norfolk County Council
Member for Necton and Launditch
Report: November 2022

Norfolk Minerals and Waste Local Plan: The pre-submission consultation on the updated Minerals and Waste Local Plan is still open for representations on site allocations and policies.

Full details of the allocated sites and policies are contained within the publication document. The publication document, background documents and a downloadable and printable representation form are available on Norfolk County Council's website at: www.norfolk.gov.uk/nmwdf on the "Norfolk Minerals and Waste Local Plan Review" page.

Where possible the County Council would prefer representations to be made directly to <https://norfolk.oc2.uk/> however, responses by post and email will also be accepted. Any representations that you make will be published on Norfolk County Council's website.

All representations, using whatever method, must be made by 5pm on 19 December 2022. The period has been extended from the previous deadline of 11 November.

Avian Flu: The outbreak of Avian Flu is now very serious with Norfolk at the epicentre of the crisis with 80 confirmed new cases since the beginning of October. Locally there are some outbreaks centred around Whissonsett, Beeston/Longham and Stanfield/Brisley. Around each site there is a 3km Protection Zone and a 10km Surveillance Zone. I have the text (already sent to PC clerks in the affected areas) of the restrictions applicable to the zones which I can send to any interested parties if required. The Avian Flu outbreak is not restricted to domestic birds, the native wild bird population is being badly affected. Dog walkers have been asked to keep their dogs from approaching dead birds and to keep their dogs on a lead when walking on the north Norfolk beaches to prevent the spread of the disease.

Dereham Library: A reminder that Dereham library will close for one week from Monday 28th November reopening on Monday 5th December. This is to allow building work to expand the library space and to create offices on the first floor.

Parish Partnership: Another reminder, applications to the Parish Partnership Scheme will be accepted until 9th December. There is over £600k of money set aside to fund 50% of small highway improvements requested by parishes. Parishes were sent details of the scheme, listing the kind of projects that can be considered, last June. Help with the submission process can be obtained by emailing ppschemes@norfolk.gov.uk or by telephone on 01603 228905. Any successful bids will be implemented in financial year 23/24.

General:

As more information of interest becomes available during the month I will pass this on either for inclusion in your net meeting or for immediate transmission to councillors as required.

Mark Kiddle-Morris.

31st October, 2022.

DRAFT