



## Minutes of a Meeting of Brundall Parish Council Held on 27<sup>th</sup> July 2015 at 19:00 at the Memorial Hall, Links Avenue, Brundall

Present :		
Chairman Cllr M Davies, Cllr L Rycroft, Cllr K Wilkins, Cllr J Warns, Cllr G Buckley, Cllr P Taylor, Cllr J Philp, Cllr I Walters, Cllr J Mickelburgh Parish Clerk: S Smyth District and County Councillor A Proctor		
	<i>Details</i>	<i>Action</i>
	<p><b>Housekeeping</b></p> <p>The Chairman, advised everyone in attendance of the location of fire escapes and the procedure to be followed in the event of an evacuation.</p> <p>The Chairman advised members of the public of the procedure for them speaking at Meetings of the Parish Council.</p> <p>The Chairman advised members of the public that the Parish Council would be making a sound recording of the Meeting</p>	
2015-0078	<p><b>Apologies for Absence</b></p> <p>Apologies were received from Vice-Chairman Cllr J S Warne Cllr Nurden. A resignation letter was received by Cllr Woollestone.</p> <p><b>It was resolved</b> by a unanimous decision to approve only those apologies for absence received.</p> <p>Vice-Chairman John Warne attending an AGM function.</p> <p>Reasons given for absence: Cllr Nurden: attending another Meeting as District Councillor.</p> <p>The Chairman read out the letter of resignation from Cllr Woollestone. He declined to read out the detail of her personal circumstances. The Clerk was instructed to circulate the letter to Councillors. The Chairman expressed his gratitude to Cllr Woollestone for her years of service to the village and the Council and particularly for her input into the new children's playground. Cllr Buckley was to ask her to re-consider her resignation from Cremer's Friends group. The Clerk was also asked to write her a letter of thanks from the Council.</p>	
2015-0079	<p><b>Declarations of Interest</b></p> <p><b>Disclosable Pecuniary Interests</b> – Cllr Buckley, Philp and Davies for item on allotments finance. Cllr Buckley on the payments schedule as she is in receipt of expenses. <b>Non- Disclosable Pecuniary Interests</b> – Cllr Warne and Wilkins for item on allotments</p>	
2015-0080	<p><b>Minutes of the Previous Meeting(s)</b></p> <p><b>It was resolved</b> by a majority decision, with 1 abstention, that the Minutes of the Meeting of the Parish Council held on 22<sup>nd</sup> June be signed as a true record.</p>	

2015-0081	<p><b>Matters Arising (Not on the Agenda)</b></p> <ol style="list-style-type: none"> <li>1. 2015 0068 The Clerk sent a letter to the Councillor concerned.</li> <li>2. 2015-0062 Clerk still to submit a paper for the General Power of Competence</li> </ol>	Parish Clerk
2015-0082	<p><b>Public Participation (7 members of the public)</b></p> <p>PCSO Wally Oldham read out the Crime Report. Due to a recent Burglary attempt on The Street, he urged residents to be vigilant in the holiday season as to their properties. Using auto switch on lights and ensuring post is not on view.</p> <p>Greg Chandler of the Friends of the Countryside Park spoke about a paper giving a policy for the Countryside Park maintenance and said this gave direction to the Friends and was accepted unanimously. The Friends has opened up more of Low Farm Wood by weeding. They had also strimmed through the Park orchard and the hazelnut grove.</p> <p>Bob Price spoke about the works in Church Lane and thanked the Council for all its work. He and Ashley Roberts would like to create an improved access down Church Lane by moving the warning sign further toward the Lych Gate for emergency vehicles to access properties there and also the railway line and Church Fen. He also expressed to the Council a desire to improve the surface of the top end of the Lane nearest to The Street.</p>	
2015-0083	<p><b>Chairman's report</b></p> <p>The Chairman out his Report:</p> <p>"An examiner has now been chosen by Broadland to examine Brundall's Neighbourhood Plan. Ms Ann Skippers is an experienced planning officer and has been President of the Royal Town Planning Institute. She has extensive experience of advising groups carrying out neighbourhood plans and of carrying out examinations of completed plans. She will aim to complete the examination by the end of September, and Broadland will hope to take a positive outcome to their Cabinet in November. If all goes smoothly, that means that the referendum in the village would probably take place in January 2016.</p> <ol style="list-style-type: none"> <li>2. Colleagues will know that Brundall was the joint winner (with Tasburgh) of the Norfolk Biodiversity Award competition for town and parish councils in 2015. I was proud to attend the ceremony in Norwich and to receive the award on your behalf; I was accompanied by Councillor Buckley, Councillor Philp, former Councillor Thompson (who was there independently) and Greg Chandler representing the Friends of the Countryside Park.</li> <li>3. After our last meeting, the Clerk received a letter from Mrs Daphne Peachment expressing concern at what she thought were the Chairman's slighting remarks about the late Mr Stanley Biss. I immediately offered Mrs Peachment my unreserved apologies if anything I said had upset her. I haven't had a reply. However, I need to make two points clear: <ul style="list-style-type: none"> <li>• The Clerk has checked our audio tape, and tells me that on three separate occasions I recommended to this Council that I thought it would be appropriate for Mr Biss's name to be commemorated in a street name on The Mallards new estate. It cannot be said that I intended any personal criticism of Mr Biss, whom I did not know personally. On the contrary, I greatly admired his achievements in Great Yarmouth as a successful businessman in the tourist industry, together with his role in bringing competitive cricket to Brundall.</li> <li>• I did say that "the suggestion of naming a street after Mr Biss would not be universally popular in Brundall". I was referring to the difference of agreement between Mr Biss and the then Parish Council over his plan (initially approved by Broadland DC) to divert the railway footpath for 251 metres in order to allow Mr Biss to extend his cricket ground and provide more space for car parking. The disagreement spanned two years from 1996 to 1998, and ended in a full inquiry by the Planning Inspectorate with the Inspector offering a compromise solution that vindicated to some extent the</li> </ul> </li> </ol>	

	<p>Parish Council's concern but which was never acted upon. I played no part in that sequence of events and knew nothing of the detail, but I did gather at the time that there was some strength of feeling in the village against Mr Biss' proposal .</p> <p>Having thus set the record straight, I am happy to say that Broadland have already agreed to our suggestion of calling the main thoroughfare 'The Mallards' (which allows us to remember Mr Biss' cricket team) and they have asked us to name a second street which we had previously overlooked. The Clerk has consulted with Mr Wayne Biss and with the late Mr Biss' widow, and all parties (including Broadland) are very happy with this Council's suggestion of Stanley Road – which will serve as a permanent personal memento of Mr Biss' presence in the village.</p>	
<b>2015-0084</b>	<p><b>Councillor attendance</b></p> <p>The item was dealt with in Apologies for Absence. The vacancy will be advertised once the Clerk has let Electoral Services know.</p>	Parish Clerk
<b>2015-0085</b>	<p><b>Countryside Park Maintenance Plan</b></p> <p>The Chairman read out the paper and answered any questions. He expressed his gratitude for Greg Chandler's input.</p> <p><b>It was resolved</b> by a majority decision, with 1 abstention to approve the Maintenance Plan for the Countryside Park.</p> <p>The Clerk forwarded a suggestion from Greg Chandler about the possibility of a barrier around the car park perimeter to stop any unwanted vehicles accessing the lanes in the Park. A mini working group was suggested. Cllrs Rycroft, Taylor and Philp agreed to attend the working group.</p> <p><b>It was resolved</b> by unanimous decision, for the group to look into what sort of barrier fence could be achieved by taking into consideration the new policies and to establish costings for the suggested barrier.</p>	
<b>2015-0086</b>	<p><b>Cremer's Meadow</b></p> <p>Cllr Buckley updated the Council on the latest activity in Cremer's Meadow.</p> <p>The Open Day was well attended with 55 visitors being shown around. From the Day some had offered to come and support the work by with offers to help with fundraising, bid writing, physical work etc. There had been no complaints about car parking. The Friends are now working on a Vision for the site now that the clearance works are nearing an end.</p> <p>A day of volunteering from staff at McDonalds was extremely well turned out and they helped clear the pond area. Cllr Buckley was really impressed with their energy and hard-working attitude. It would be hoped that they could come annually. The Norfolk Wildlife Trust is looking into the possibility of the site becoming a County Wildlife site so long as there are no negative restrictions. LPG have discovered a rare Fen Willow on site and so the Friends will find out its whereabouts so as to ensure it is preserved.</p> <p>One of the big jobs to carry out involves clearance of the foliage in the Meadow. There are two options:</p> <p>Mow by hand with an Allen Scythe but his involves collecting the hay by hand and getting it removed by use of volunteers. Or:</p> <p>Engage Peter Frizzell with a tractor who should be able to cut and collect the hay.</p>	

	<p>The Friends favour the tractor option if this is possible on the wet site.</p> <p><b>It was resolved</b> by a unanimous decision to provisionally engage Peter Frizzell to use his tractor to mow the Meadow at a cost not more than £1000. Cllr Buckley will get a time and date for the works.</p> <p>Cllr Philp gave an update on the removal of the hazardous waste (asbestos).</p> <p><b>The Clerk has registered the council as a low risk remover of asbestos. Cllr Philp had sought 4 quotes, and received three. His recommendation was for East Cost Insulations as they provided the backup documentation without being asked and they were also the cheapest.</b></p> <p><b>It was resolved</b> by a unanimous decision, to engage East Coast Removals to clear the asbestos from site.</p>	
2015-0087	<p><b>Brundall Countryside Park - Allotments Update</b></p> <p>Cllr Buckley did not deliver a verbal report but referred the Council to the Allotment Minutes.</p> <p>The subject of the car park surface suggested improvements shall be put onto the August Agenda for discussion. The mini working party dealing with the car park perimeter fencing agreed to also look into the state of the car park surface and report to the Council in August.</p> <p>Cllr Buckley agreed to go back to the BAA with a suggestion that they fact find and make a recommendation to the Council for costings and amounts of Cinder for the inner vehicle track.</p> <p>The plot holder's rent review will take place in September 2015 when it is hoped all costings will be available.</p> <p>The Allotment Finances Paper was referred to. Cllr Buckley expressed a DPI.</p> <p>The Clerk, to whom the Paper was sent, put it to the Council that, as we were not in receipt of all costings, eg. the Water Bill, the Council should be advised that consideration of it may be premature. However, the Council is prepared to look at it in August's meeting.</p>	
2015-0088	<p><b>Planning</b></p> <p><b>The Chief Planning Adviser, Cllr Walters took the Council through the Planning items:</b></p> <ul style="list-style-type: none"> <li>• 20150950 Deadline 16/7/2015 – 7 Yare Valley Rise - <b>Supported</b></li> <li>• 20150971 Deadline 17 July 2015 – 11 Nurseries Avenue - <b>Supported</b></li> <li>• 20150981 Deadline 25<sup>th</sup> July 2015 – 2 Station Road, - <b>Supported</b></li> <li>• BA/2015/0172/FUL Deadline 9 July 2015 – Swancraft, Riverside Estate- <b>Supported</b></li> </ul> <p><b>It was resolved</b> by a unanimous decision ratify the above decisions taken by the delegated planning group.</p> <p>1) <b>Application No</b> <b>20151070</b></p> <p>Deadline: 1 August 2015</p> <p>Description: 1 externally illuminated fascia, Internally illuminated projector and non illuminated vinyl window</p> <p>Location: 118 The Street, NR13 5LP</p> <p>Applicant: Bestway Group</p> <p>Recommendation: - <b>Support -Approved</b></p> <p>2) <b>Application No:</b> <b>20150988</b></p> <p>Deadline: 29<sup>th</sup> July 2015</p> <p>Description: 1. Demolition and erection of replacement garage. 2. Single storey side extension</p> <p>Location: 14 St Laurence Avenue, NR13 5QH</p> <p>Applicant: David Stone</p>	

	<p>Recommendation: - <b>Support -Approved</b></p> <p>Recommendation: - <b>Support</b></p> <p><b>3) Application No 20151138</b></p> <p>Deadline: 8 August 2015</p> <p>Description: 1 Subdivision of plot and Erection of 1 No Dwelling</p> <p>Location: Lindon House 17 East Avenue, Brundall NR13 5PB</p> <p>Applicant: Mrs Claire Hesketh</p> <p>Recommendation: - <b>Support –Approved</b></p> <p>As Cllr Woollestone had resigned there was a vacancy on the planning group. Cllr Warns volunteered to take part.</p>	
<b>2015-0089</b>	<p><b>Highway matters - NORFOLK COUNTY COUNCIL (BRUNDALL, STATION ROAD)(PROHIBITION OF ALL VEHICLES) ORDER 2015</b></p> <p>The Council had no comments to make as it was satisfied that the Order was satisfactory.</p>	
<b>2015-2090</b>	<p><b>Finance – Payments Schedule</b></p> <p><b>It was resolved</b> by a unanimous decision to approve the Payments Schedule of July 2015 and for the two Councillors to sign it.</p> <p><b>It was resolved</b> by a unanimous decision to approve the bank reconciliation for the 1<sup>st</sup> quarter of 2015-16 and for the Chairman to sign it.</p>	
<b>2015-0091</b>	<p><b>Clerk’s Correspondence</b></p> <ul style="list-style-type: none"> <li>• <b>Letter from Margaret Ward re parking on Highfield Avenue bends</b></li> <li>• <b>Letter from Mr Talbot re tree works in Church Lane</b></li> </ul> <p>The Council would acknowledge the letter from Mrs Ward and the Clerks response to Mr Talbot was noted.</p>	Parish Clerk
<b>2015-0092</b>	<p><b>Items for the next Agenda 24<sup>th</sup> August 2015 (Main meeting date).</b></p> <p>Countryside Park – Working Party’s recommendations for the surface and perimeter barrier.</p> <p><b>Items for the 28<sup>th</sup> September Meeting</b></p> <p>Allotment Rents</p>	
<b>2015-0093</b>	<p><b>Date, time and venue of next Parish Council Meetings</b></p> <p><b>24<sup>th</sup> August 2015 - 7pm Memorial Hall.</b></p>	
<p>Signed as a true record ..... Date .....</p>		

**Brundall Parish Council****Payments for August 2015**

Parish clerk costs	2,636.95
Grass cutting monthly contract	£517.50
Cemetery	
Countryside park	
Cremers Meadow	
S106 reserves	£356.33
Street Lighting	£597.91
Fees	£5.00
Training	
Repairs and Renewals	£645.78
Office equipment	£12.00
Insurance	
Donations	
Cleaning and Inspection	390.00
<b>Total expenditure</b>	<b>£5,161.47</b>

**RECEIPTS FOR August 15**

Delegated grass cutting	£2,551.20
Cremers	240.5
Low Farm wood reimbursement	298.33
Allotments	62.5
<b>Total Income</b>	<b>£3,152.53</b>