



## Minutes of a Meeting of Brundall Parish Council Held on Monday 27<sup>th</sup> June 2016 at 19:00 at the Memorial Hall, Links Avenue, Brundall

Present :		
Chairman, Cllr John Warne Vice-Chairman, Cllr John Philp Cllr G Nurden, Cllr J Mickelburgh, Cllr F Thorpe, Cllr JJ Warns, Cllr G Buckley, Cllr I S Walters, Cllr P Taylor Parish Clerk: S Smyth 4 members of the public Cllr		
	<i>Details</i>	<i>Action</i>
	<b>Housekeeping</b> The Chairman, advised everyone in attendance of the location of fire escapes and the procedure to be followed in the event of an evacuation. The Chairman advised members of the public of the procedure for them speaking at Meetings of the Parish Council. The Chairman advised members of the public that the Parish Council would be making a sound recording of the Meeting	
2016-0126	<b>Apologies for Absence</b> Cllr Wilkins, (on holiday). <b>It was resolved</b> by a unanimous decision to accept the apology given	
2016-0127	<b>Declarations of Interest</b> <b>Disclosable or Non Disclosable Pecuniary Interests</b> Cllr Philp (Non DPI) items 20160937. Cllr Buckley (DPI) payments.	
2016-0128	<b>Minutes of the Previous Meeting(s)</b> <b>It was resolved</b> by a unanimous decision, that the Minutes of the Annual Meeting of the Parish Council held on 23 <sup>rd</sup> May 2016, (as amended), be signed as a true record.	
2016-0129	<b>Actions from the Minutes</b> <b>Station Road Car Parking</b> – The Clerk informed the Council that an article will be published in the September edition of the YVN asking for information about inconsiderate parking at the bottom of Station Road. Bank signatories – The Clerk will be arranging to ad Cllr Wilkins to the bank signatories in the coming month.	
2016-0130	<b>Review the Effectiveness of the Internal Audit function of the Council</b> <b>It was resolved</b> by a unanimous decision to approve the 2016 Review of the Effectiveness of the Internal Audit function.	

<p>2016-0131</p>	<p><b>Public Participation</b> (8 Members of the Public present)</p> <p><b>It was resolved</b> by a unanimous decision to adjourn the Meeting for Public Participation.</p> <p>Cllr Andrew Proctor, Ward Member for Brundall and County Councillor spoke of the new Devolution talks for a Norfolk and Suffolk Authority. Norfolk County Council, Suffolk County Council and Broadland DC are meeting to discuss the deals set out. There are benefits economically and growth wise. There will be a meeting on 14<sup>th</sup> July at Broadland DC for Town and Parish councils to discuss and have their say.</p> <p>Re Development in Broadland, Cllr Proctor supports the right type of development but where some is not within the Local Plan this would be inappropriate development, so developers ought to do things according to the Local Plan. He urged the parish councils locally to take this on board when the applications come before them.</p> <p>Mr Palmer spoke about how he had been approached by a person saying he was from persimmon and saying they will be the developers for the Land East of the Memorial Hall. The council and the Clerk emphasised they know nothing about who the developer company will be at this point and had had no communication with Persimmon.</p> <p>Greg Chandler spoke of the Countryside Park and how the Community Payback Team had reached the glades in weeding around each newly planted tree.</p> <p>Mr Peter Goodenough spoke on behalf of the Plymouth Brethren to request any information about spare land in Brundall or Blofield as they are currently searching in order to build a new gospel hall.</p> <p>The Meeting was reconvened.</p>	
<p>2016-0132</p>	<p><b>Chairman's report</b></p> <p>The Vice Chairman and I attended a briefing on East Anglia Devolution at County Hall on Wednesday 22<sup>nd</sup> of this month. It was a very thought provoking presentation on the new combined Authority and directly elected Mayor proposal for Norfolk and Suffolk. There were many reasons given for the development of a combined authority and amongst these were the opportunity to control funds previously held by central government with decision making at local level on expenditure. The devolution deal would identify a £130 million housing investment allocation over five years. A guaranteed £225 million transport budget for the next four years. Locally integrated employment service and the opportunity to design and co-commission the new national work and health programme. There would be strategic linkage between Norfolk and Suffolk Combined Authority (NSCA) and Cambridgeshire and Peterborough Combined Authority (CPCA) on strategic issues to grow the East Anglian economy. There will be public consultation on governance arrangements between July and August of this year, agreements to be reached on Mayoral combined authority powers by the end of October this year. The Secretary of State to decide if to approve the proposals by the end of November and if approved Mayoral elections in May 2017.</p> <p>Many questions followed the presentation on detail and the answers provoked many more questions than answers. Would this just be an extra layer of bureaucracy, a talking shop or an actual authority? If so, what if any slimming down or alterations to the existing local government structure would take place. At our level it is possible there could be changes to parish council roles. We await with interest the outcome.</p> <p>I now turn to Parish matters. There has been some misuse of our cemetery carpark. On more than one occasion vehicles have been observed at 0730hrs in the carpark. Some with condensation or dampness viewed on them. It is not unreasonable to conclude they do not belong to someone visiting the cemetery, no persons having been seen there. It is also possible they could be parked during part or all of the day. As councillors and as human beings, we must be sensitive to the</p>	

	<p>need of those who mourn or wish to pay respects to the departed by facilitating access to the designated parking area. In addition, the Clerk informs me that fly tipping has occurred there with bags of domestic waste being found. This matter has been put in the hands of Broadland D.C. environmental officials for further action.</p> <p>The Chairman of the Memorial Hall has informed the Clerk and me that vandalism continues around the environs of the Hall and recreation meadow. The latest outrage being the destruction of a large heavy metal skate board grind box. Vandalism is antisocial behaviour and spoils the enjoyment of others using resources made available to all. It can also be very costly in repair and maintenance expenses. We residents ultimately foot the bill as council charge payers. I have asked the Clerk to request more Police visibility in our streets and recreational areas.</p> <p>I now turn to the presentation on proposals for development of land east of the Memorial Hall. The Parish Council has no formal view on this matter yet. A resolution of the Parish Councils view will only occur when the Developer formally presents their draft planning application to the District Council and all facts are in the public domain. This presentation has obviously stimulated many viewpoints amongst those who went to see it last Friday the 17<sup>th</sup> and Saturday 18<sup>th</sup> June. Some were very strongly expressed. However one comment heard was that of an individual stating it was a done deal and that they wanted to kill someone. Be assured, threats of this nature, be they focused on individuals or more general can cause a person to fear for their safety and will not be tolerated. Such threats will necessitate information being laid before the appropriate authority.</p> <p>On a personal note, the Chairmanship development course I attended on 9<sup>th</sup> June was a very informative and useful day. Not only did it give me a better understanding of the role but allowed me to develop networks with other Parish Chairs.</p>	
2016-0133	<p><b>CDROB</b></p> <p><b>Appointment of a project management company to co-ordinate between the CDROB Committee and relevant organizations for the purposes of producing a project plan for recreation provision on the Land East of the Memorial Hall.</b></p> <p>Cllr Warne explained that Andrew Morton had been chosen as the Quantity Surveying Company to project manage the pre application stage of the proposed recreation facilities within the scope of the housing/recreation development proposals as a whole on the Land East of the Memorial Hall to be submitted by Quantum Land.</p> <p>Cllr Nurden queried the motion to ratify the decision saying he would like to ask more in depth questions about the company, its associates and their credentials. The Clerk explained that as the sub group of 3 Councillors, Warne, Warns were given express delegated authority to engage a company the question of their credentials had already been researched and this would be unnecessary. The Clerk indicated that a motion of ratification is not entirely necessary but nonetheless for good measure it could be voted on. The Chairman asked for the Council to ratify the decision to engage Andrew Morton. This was <b>approved unanimously</b>.</p> <p><b>Public Exhibition held by Quantum land on 17<sup>th</sup> and 18<sup>th</sup> June</b></p> <p>Cllr Philp reported a good attendance by members of the public. He stated that there were some quite uncalled for uncivilised comments made to the staff of Quantum Land most especially about the housing proposed. The Clerk and some other Councillors agreed this had occurred and at one point a threat to kill was verbalised, as mentioned in the Chairman's Report. Points raised will be fed back to the Council, but the Clerk has made some of her own notes as she attended and engaged with the public present to find out opinions. Vehicle access points, the scale of the development, and the loss of views were most commented on along with worries about how the local infrastructure would be able to cope. Concern about many householders not received leaflets was also a point of concern.</p>	Project Management Sub Group

2016-0134	<p><b>Cremer's Meadow – Vision document for the future</b></p> <p>Cllr Buckley took the Council through an on screen presentation containing the Vision for the future. The Council asked the Friends to be thanked for their input.</p> <p><b>It was resolved</b> by a unanimous decision for the Vision document to be adopted.</p>	
2016-0135	<p><b>Medical Centre traffic</b></p> <p>Cllr Thorpe raised high concern over the traffic generated by the Medical Centre users. He said that even though developers and residents had questioned the Centre's ability to cope with patients with the advent of possibly two new housing developments, the Centre's ability to cope with the volume of traffic is highly questionable. A new Agenda item will be set for the near future to enable more investigative work to be done to prepare for an in depth discussion.</p>	Clerk
2016-0136	<p><b>Planning</b></p> <p><b>Greater Norwich Local Plan Call for Sites</b> (rolling forward the Greater Norwich Local Plan to 2036). Cllr Walters informed the Council of the nature of the Call for Sites and responded to questions from the Clerk that this is an opportunity for developers/residents and other local organisations to consider and nominate new sites to be considered for economic, housing and recreational allocation.</p> <p><b>Applications:</b></p> <p><b>20160915</b> – 122 The Street – Alterations to shop front and installation of 3 External condenser units Central England Coop. <b>Objection</b> due to concerns of noise issues to nearby residents. Majority decision.</p> <p><b>20160917</b> – 122 The Street – Externally Illuminated Fascia Sign &amp; totem/proposed window graphics Agent/ Co-op <b>No Objection</b>. Majority decision 1 abstention.</p> <p><b>20161008</b> – 122 The Street –Provision of an external lighting scheme (retrospective) CDP Ltd for the Co-Op. <b>No Objection</b>. Majority decision 1 abstention</p> <p><b>2016 0842 (ratification)</b> – Herons Hill 35 the Street – Subdivision of plot and erection of 1 dwelling with new access (<b>Supported</b>)</p> <p><b>20160975</b> – 20 Nurseries Avenue -single storey side extension. <b>Supported</b> majority decision 1 abstention.</p> <p><b>20160937</b> – 10 Blofield Road – removal of existing conservatory &amp; erection of single storey flat roof extension. <b>Supported</b> majority decision 1 abstention.</p> <p><b>20160885 – (ratification)</b> 13 Laurel Drive – replace existing garage flat roof with pitched roof <b>Supported</b> majority decision 1 abstention.</p> <p><b>20160806 – (ratification)</b> Harwalan 18 West End Avenue – raising of roof and conversion of loft space to create additional rooms in the roof <b>Supported</b> majority decision 1 abstention.</p>	
2016-0137	<p><b>Parish Partnerships Scheme</b></p> <p>The Clerk suggested that bus stops may be a good thing to apply for funding.</p> <p>The Chairman also suggested a through footway towards the Shell garage and McDonalds from Berryfields for safety purposes. The Clerk will double check that these are appropriate projects for which to apply for funding.</p>	
2016-0138	<p><b>Draft Annual Parish Report</b></p> <p>The Clerk has not yet begun to collate the report but hopes to have this ready by the July Meeting.</p>	

2016-0139	<p><b>Annual return</b></p> <p><b>Bank reconciliation report at year end. Approved for signature by the Chairman unanimously</b></p> <p>Annual Return for presentation to the External Auditors. Approved for signature by the Chairman unanimously</p> <p><b>General Finance</b></p> <p><b>Bills for payment</b> totalling £9785.45 pre vat for June 2016 (please refer to the schedule of cheques for approval/signature)  <b>Approved</b> for signature by the Chairman unanimously</p> <p><b>To consider a donation request from the Acle and Brundall Lions group.</b>  Donation of £190 was put before the Council by Cllr Mickelburgh. Seconded by Cllr Buckley and approved unanimously.</p>	
2016-0140	<p><b>Meeting Extended after 9.30pm.</b> Approved unanimously.</p>	
2016-0141	<p><b>Clerk's Correspondence Presented:</b></p> <p>Broads Authority decision for planning: BA/2016/0116/HOUSEH Approved.</p>	
2016-0142	<p><b>Items for the next Agenda 25th July 2016 (Main meeting date)</b></p> <p>Bus shelters and footpath grant funding from Parish Partnerships  Car parking at the Medical Centre  Annual Parish Report approval  Cremer's Meadow – status</p>	
2016-0143	<p><b>Date, time and venue of next Parish Council Meeting</b></p> <p>25th July 2016 - 7pm Memorial Hall Lounge</p>	
<p>Signed as a true record ..... Date .....</p>		

**Brundall Parish Council****Payments for June 2016**

Parish clerk costs	2,867.53
Grass cutting monthly contract	£414.02
Cemetery	£2,514.34
Countryside park	£ 727.60
Cremers Meadow	£ 520.15
S106 reserves	£356.25
Street Lighting	£891.87
Fees	£261.00
Repairs and Renewals	£37.49
Office equipment	£196.02
Office expense	£12.00
Donations	£0.00
tree fund	£25.00
rent&rates	£232.50
Handyman (Cleaning-Inspections)	£393.67
Commercial card	£336.01
<b>Total expenditure</b>	<b>£9,785.45</b>

**RECEIPTS FOR June 2016**

Cemetery	£250.00
Total Income June 16	£250.00