



## Minutes of a Meeting of Brundall Parish Council Held on Monday 26 June 2017 at 19:00 at the St Laurence Centre, Brundall

<p>Present :</p> <p><b>Chairman:</b> Cllr John Warne</p> <p>Cllr F Thorpe (arrived 7.50pm), Cllr G Nurden (arrived 7.50pm), Cllr I S Walters, Cllr P Taylor, Cllr G Buckley (arrived 7.50pm), Cllr M Russell, Cllr G Abbott, Cllr R Price</p> <p>Parish Clerk: S Smyth</p> <p>Cllr A Proctor (District and County Councillor – Brundall Ward)</p>		
	<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>	
2017-0091	<p><b>Apologies for Absence</b></p> <p>Cllr K Wilkins, (work duty) Cllr J Mickelburgh, Cllr Warns (family commitments)</p>	
2017-0092	<p><b>Declarations of Interest</b></p> <p><b>Disclosable (DPI) or Non Disclosable Pecuniary Interests (NDPI)</b></p> <p>Cllr G Nurden – <b>Non DPI</b> substitute member of BDC planning committee</p> <p>Cllr Taylor – <b>DPI</b> Allotments plotholder</p> <p>Cllr Walters – <b>DPI</b> Braydeston Church Member</p>	
2017-0093	<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 Annual Meeting of the Parish Council, as amended, held on <b>22nd May 2017</b> be approved.</p>	
2017-0094	<p><b>Actions from the Minutes (Not on the Agenda)</b></p> <p><b>2017-0074-</b> The Clerk reported that during the Internal Audit Report the General Power of Competence requirements are for the revisions of the powers only need to be assessed at the APM following the parish Council elections. <i>Therefore this Council does still hold the General Power of Competence.</i></p> <p><b>2017-0075 – Asset Register</b> – The Clerk had added the Queens Jubilee bench to the Asset Register and the Total was therefore increased by £1000.00. Unanimously agreed.</p> <p><b>2017-0081</b> The Clerk had sent to Highways the confirmation to continue the Urban Grass Cutting Schedule.</p>	
2017-0095	<p><b>Public Participation</b></p> <p>Andrew Proctor referred to the recent tragic events at Grenfell Tower in London. The Council had double checked its own publicly owned buildings and their fire safety and resilience checks were duly passed. The Finance for Local Government budgets were intended to allow for business retention but do not. This is putting Local Authorities as considerable risk in relation to</p>	

	<p>Adult Social Care budgets at NCC. The shortfall to be found simply is not there due to previous years' cost cutting measures. NCC is now moving into property developments. BDC is now on its second project with 22 units at Plumstead.</p> <p>The GNLP (Greater Norwich Local Plan) is looming fast and the timescale for 2036 is for 8900 in the Norwich areas. However there are approximately 20,000 planning permissions already granted but not being activated in the GNLP area. This is the reason Broadland DC has a 5 year housing shortfall. The options for the new land to be put forward are expected to be appraised in October.</p> <p>The NDR costs issue is running with assessments of extra costs to be detailed in due course.</p> <p>It has been agreed that each NCC Member will be given a budget of £1200 in this area (£6000 in total) in order for them to approve road improvements to their Wards. The funds can be spent on footways, signs etc. Cllr Proctor will issue the details to the Clerks in each parish.</p> <p>The CPO for land at Berryfields has been granted by Cabinet.</p> <p>Mike Hammond spoke about the item on the Agenda about allotment rental reviews. He pointed out that the BAA had not been consulted about the review and for them to have seen the draft figures would have been helpful. Cllr Price answered that the Council is the landlord and sets the rent and it is assess on a commercial basis. Mr Hammond disagreed with this.</p> <p><i>At this point in the meeting Cllr Nurden left. (7.25pm).</i></p> <p>Mr Parkin also spoke about the CPO at Berryfields. He enquired about the Council's ability to pay for this facility. The Clerk clarified that the Council does have the funds to CPO and install the facility. Rev Leech also urged the Council's subcommittee to ensure that the full CDROB Committee is included from this point on now that there is movement in the plans. The Clerk will pass this onto the Chairman on the CDROB committee.</p>	
2017-0096	<p><b>Chairman's Report</b></p> <p>I am very pleased to be able to report that Broadland District Council has voted in favour of our application to compulsory purchase land to the North of Berryfields, the land in question being commonly known as the horse field on old Yarmouth Road. Although more negotiation will need to take place, it means the Parish Council can start to realise its ambitions of giving Brundall first class recreational facilities that we can all be proud of. This northern part of our recreational plan did not just happen, it was down to the hard work and dedication of fellow councillors, our Clerk and our professional advisors. It was a team effort and my thanks to all who contributed to making it happen.</p> <p>Norfolk County Council will shortly be launching the Carer UK Norfolk resource for unpaid carers. NCC in partnership with the five Clinical Commissioning groups in Norfolk have teamed up with Carers UK to offer carers in our county a comprehensive package that brings together Carers UK's digital products and online resources with NCC's own information and support for carers onto a single webpage. Anything that helps carers to obtain information and facilitate support must be a welcome initiative. Information on this should soon be available to the public. The Parish Council has been asked to address the issue of seating in our bus shelters. Many of our residents would, I am sure, welcome the ability to sit when waiting for a bus. To that end I am requesting the Clerk to undertake a survey to ascertain what the need is.</p>	
2017-0097	<p><b>CDROB reports</b></p> <p><b>Compulsory Purchase Order (CPO) for the land at Berryfields</b></p> <p>The Clerk reported that Broadland Council's Cabinet had approved the council's request to Compulsorily purchase the land at Berryfields (horses field only 1.65 Ha). It is understood that a Statement of Case needs to be prepared with more detailed evidence and facts ready to go before the Secretary of State. The CPO will only be effected in case all future negotiations with Broom Boats and Norfolk Homes should come to nothing. As it stands the Council is hopeful that within the scope of Brooms revised application which includes a muga, they will reflect and offer a facility more useful to the parish i.e. we do expect a 3G artificial pitch.</p> <p><b>Update on the project on the land east of Brundall Memorial Hall</b></p> <p>The Clerk reported that there have been no further meetings with BDC or QL.</p>	Sub Group CDROB

2017-0098	<p><b>Planning</b></p> <ul style="list-style-type: none"> <li>• <b>20161483 192 houses on land at Berryfields</b> – Amendments to application including muga design- Broom Boats The Council voted with a majority with 3 abstentions to accept the draft reports put before them in response to two letters lodged with the Planning department. (As attached).</li> <li>• <b>20170844</b>– New double garage –9 Station Road Brundall NR13 5PQ <b>Supported</b></li> <li>• <b>20170748</b>– Replacement Side Porch and Bay Window to Rear, 5 Postwick Lane NR13 5RD (recommend support - ratification) <b>Supported</b></li> <li>• <b>20170996</b>- Willow Boundary Fence with Timber Driveway Gates, 10 Lake View Drive, NR13 5LT <b>Supported</b></li> <li>• <b>20170999</b> – 1 St Clements Way – PROPOSED REMOVAL OF A MATURE OAK <b>No vote taken</b></li> </ul>	
2017-0099	<p><b>Internal Controls and Risk Management</b></p> <p><b>It was resolved</b> by a unanimous decision to accept the draft Report for 2017.</p>	
2017-0100	<p><b>Staithe's Lane</b></p> <p>The Chief Planning Officer, Cllr Walters reported that site visits had been carried out but that the ad hoc group investigating would be returning to Council with proposals.</p>	Ad hoc group
2017-0101	<p><b>Report from Land Management Committee Chairman (Cllr Bob Price)</b></p> <p>The meeting was attended by representatives from the Allotments, Cremer's and Country Park - 4 Councillors were in attendance. This was always going to be an experimental meeting with the bodies present. I explained this was a Council Committee and was to be run under that format.</p> <p><b>Countryside Park</b> Regarding the status of the Countryside Park - that is a Friends organisation, well run and maintained by Greg Chandler. In my view there is no concern as to the future of the project. It is long term and low maintenance. Greg states he does not want too many people on the ground as there is insufficient work most of the time. He has the option of using the Community Payback Team when numbers are required.</p> <p>He did point out a project in Low Farm Wood involving a footpath to the A47 passing through the houses and fields. He suggested this form part of the Neighbourhood Plan and will be writing in to formalise. However the land where the footpath is sited (it seems) is on NPS land and private land. I seek advice as to how to proceed when the correspondence is received.</p> <p>One thing that is of major concern to me is the security of the site from people who may want to use the field for camping caravans, and other vehicles on whilst they travel about. My fear is that once on the site it will be very costly to remove them, very costly to clear up the site and also replace any damaged saplings which are vulnerable to external influences. I understand this has been discussed in the past and the advice been in essence wait and see what happens. This seems to me a passive option which could be very expensive resulting in great cost to the Parish.</p> <p><b>Cremer's Meadow</b> Again this is a Friends organisation and well run by a team of dedicated individuals. It seems there is more work to do and more personnel are needed to run the project. The day to day running of the site has been delegated to the Friends of Creamers Meadow and they have provided documentation regarding risk assessments etc as you would expect from well run body. They are opening the meadow to educational groups, interested parties, nature groups and the general public. I have seen correspondence from them to third parties confirming permissions etc and would comment that as the body in charge they can approve applications on their behalf but not as representatives of the Brundall Parish Council. They are policing the</p>	Land Management Committee

	<p>site against anti-social behaviour.</p> <p><b>Allotments</b>  There is a Memorandum of Understanding (MOA) in place whereby in essence the Allotments are run by the Brundall Allotment Association (BAA). The MOA does indicate there are roles to play by both parties.  This is not a Friends or Volunteer partnership but one of Landlord and Tenant. The BAA has firm views on their role and input which may not necessarily be in accord with what the Brundall Parish Council (BPC) think.</p> <p>It is obvious that the BAA want to control their destiny but as a Landlord, BPC have responsibilities and a duty to act as such. Costs (in my view) must be passed on to the end user as fairly as possible and with that in mind have prepared a 2017/18 budget for consideration. I hasten to add this is my initiative and not the Land Management Committee as we were inquorate due to 2 x conflicts of interest. This meant referral back to the Council or other committee was appropriate. This budget has been forwarded to the Parish Clerk for circulation.</p> <p>The discussions highlighted a couple of matters: the first is the cutting and maintaining a valuable asset namely the boundary hedge. The BAA does not want to do it and it is the BPC's responsibility. As is the maintaining of grass cutting for dedicated pathways. Both items need to be done and the BAA has indicated the grass needs cutting more.</p> <p>There are 2 items which I suggest are capital/maintenance projects and both need to go to Council. The first is the rectification of the entrance to the field - it needs to be a more permanent drive in and coupled with the section as mentioned in the Countryside Park section needs attention sooner rather than later. The other is a structure for the storing a grass mower owned by the BPC presently at Creamers Meadow.  If this is to be moved despite the generous offer to build a structure by the BAA, it was felt a suitable shed/structure could be purchased with lock, be separate from the toilets for the storage.</p> <p>The Chairman of BAA also queried the role of the Committee in that he thought the Liaison Person of the Council was appointed for the purpose. I offered to speak the Liaison Officer and we could have an informal meeting to formalise a policy of line of communication.</p> <p><b>Projects and comments</b></p> <ol style="list-style-type: none"> <li>1. It was suggested that seating facility be installed in the Bus Shelter opposite the Chinese Takeaway.</li> <li>2. It was suggested that the entrance area to the Parish Cemetery be enhanced by a Floral display area.</li> <li>3. Resurfacing of Countryside/Allotment drive in together with enhanced security the entrance.</li> <li>4. Storage facility for Lawn Mower at the Postwick Lane complex.</li> </ol> <p>All need agreeing to move forward for further investigation.  Regarding the structure of future LM meetings I do not think we need the representatives there every meeting, perhaps annually. Any observations requests etc can be put in writing to the Clerk for reference to me as Chairman of the Committee and progressed as necessary.  AOB should not be on the agenda as it gets messy.  It may be that dedicated budget be given to the LM for enhancements/repairs to be utilised (with a cap) by them as appropriate.</p>	
2017-0102	<p><b>General Power of Competence</b>  As stated in Matters arising the Clerk reported that this Council does after all have the General Power of Competence.</p>	
2017-0103	<p><b>Finance</b></p> <p><b>Bills for payment for June 2017</b> – approved £7278.05 and for the Chairman to sign the Schedule</p> <p><b>Amended Bank reconciliation and the Annual Return 2016-17</b> was approved and for the Chairman to sign them.</p>	Parish Clerk

	<p><b>Allotment Rentals Review</b> - Cllr Price went through the budget and recommendations. <b>It was resolved</b> to approve a rise of £5 onto the current charges to a total per plot holder of £55.00.</p> <p><b>2<sup>nd</sup> public adjournment</b>  At this point in the Meeting the Chairman proposed an adjournment to give Members of the Public who attended the Memorial hall EGM an opportunity to feed back to the Council what had occurred. <b>Approved unanimously</b>  Nicola Linden-New reported that the Chairman of the Hall had said that posters detailing the EGM were put up by parties not from the Hall and to do so was illegal as the Memorial Hall Trust's Charity Number was used. He intends to seek redress.  The son of the Secretary was the note taker. As well as John Philp and Pam Welsh, Cllr Mike Snowling and Steve Anastasiou were introduced on the top table. Cllr Snowling talked through the information and went on to explain that, although there was a vote at the AGM of 11 to 9, when Mr Philp returned home after the AGM he found two postal votes. Therefore the vote after all stood even with him having the casting vote and the Committee as proposed were therefore elected for 2017-18. A resident had protested to say proxy votes were not permitted at the AGM. The public were not allowed to speak but in any case a vote of no confidence against the Chairman was taken. There was a majority vote of 43 for the vote of no confidence. Derek Elms reported that at the AGM on 9<sup>th</sup> May, his recollection was actually a vote of 9 for, 1 abstention and 8 against in the first count but in the recount there were in fact 11 hands against the voting in of the proposed Committee. As the public were told to leave not having been able to have their say, an elderly resident had been sworn at by someone on the top table presiding. This same person had spoken out in a loud voice insulting those residents present by swearing. The elderly resident's husband when he stepped in to defend her was also sworn at. Steve Millbank who also attended the EGM said that it was terrible that democracy in this organisation has sunk so low. Sarah Henry also stated that the Chairman should have all his information at the AGM and postal votes or any other missing information should not be allowed to be presented after the fact. Catherine Richards urged for a new EGM to vote in a Committee in the right way and for there to be an independent person presiding prior and during proceedings. Rev Peter Leech urged the Chairman of the Parish council to join him in contacting John Philp and suggest a meeting in the spirit of reconciliation. Having listened to accounts given the Chairman John Warne agreed and pointed out that the Memorial Hall Trust Committee is an independent body but answerable to the Charity Commission. As members of the public have urged the PC to contact the Charity Commission and having already asked Community Action Norfolk (CAN) to look into recent events and contact the Hall Trust Chairman, the Council must act and cannot ignore the strong feeling of residents. Cllr Proctor added that the Hall has not local standing to do the things they have been doing this year in regards to their dealings with Quantum Land. He reminded all that it was agreed that any land transfer will go to Broadland DC in the first instance. Joanne Law called for Cllr Snowling to apologise to the village for his part in these proceedings. Cllr Nurden had made a voice recording of the EGM and would be handing this in to the relevant authorities. Nicola Linden-New stated that the village is pulling together on this issue and others and urged the Council to write to the Charity Commission with their concerns. Steve Millbank urged the parish to think of a Plan B in case the Trustees are not co-operative.  The Chairman thanked all for attending and was very sorry and upset that residents had been subject to such abuse, especially the elderly lady resident.</p>	
	<p><b>Finance</b></p> <p><b>Request by Acle Brundall Lions for a donation of £190 .00 towards the Family Fun Day in July. Approved.</b></p> <p><b>Request by Yare Valley churches for a grant towards the maintenance of the Churchyard. It was resolved</b> to donate £75.00.</p>	
2017-0104	<p><b>Clerks correspondence</b>  Order of confirmation on TPO for sycamore rear of Harwalan, West End Avenue. The Clerk explained that although two objections were received by residents of West End Avenue the appeal was rejected and the TPO remains in force.</p>	
2017-0105	<p><b>Items for the next Agenda Annual Meeting of the Parish Council – 24 July 2017 (Main meeting date)</b></p> <p>Land Management Committee  CPO on Berryfields  CDROB</p>	

	Proposals by the ad hoc group, following visits to sites in Brundall including Staithe Lane	
<b>2017-0106</b>	<b>Date, time and venue of next Parish Council Meeting</b> <b>24 July 2017 - 7pm at the St Laurence Rooms</b> Meeting closed at 9.18pm	
Signed as a true record ..... Date .....		

**Brundall Parish Council****Payments for June 17**

Parish clerk costs	3,473.96
Grass cutting monthly contract	£526.44
Cemetery	
Church Fen	
Annual Fees	462.17
Allotments/C Park	£218.04
Street Lighting	£628.96
Handyman	£408.00
S016	£1,146.90
Repairs and Renewals	£59.58
Telephone	
Office expense	£22.00
Cremers Meadow	£332.00
Chairman's Expenses	
Rent	

**Total expenditure £7,278.05****RECEIPTS FOR June 17****Mrs Cremer**

Donation of bench	£364.00
Cemetery plot	£630.00
<b>Total Income June 17</b>	<b>£994.00</b>