



## Minutes of a Meeting of Brundall Parish Council Held on 24 February 2014 at 19:00 at the Memorial Hall, Links Avenue, Brundall

Present :		
Chairman Cllr M Davies Vice-Chairman Cllr I Walters Cllr K Wilkins, Cllr J Warne, Cllr R Hetherington, Cllr G Nurden, Cllr S Woollestone Parish Clerk: S Smyth District and County Councillor Andrew 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>	
<b>2014-0019</b>	<p><b>Apologies for Absence</b></p> <p>Cllr W Sillitoe, Cllr L Mogford. Cllr J Mickelburgh, Cllr H Thompson, Cllr L Robinson</p>	
<b>2014-0020</b>	<p><b>Declarations of Interest</b></p> <p><b>Disclosable Pecuniary Interests</b> –Cllr Walters (Brundall Church item 18) Cllr Wilkins item for Allotments (allotment item 7 for quotes only).</p> <p><b>Disclosable Non-Pecuniary Interests</b> Cllr Wilkins Allotments non finance items.</p>	
<b>2014-0021</b>	<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 27<sup>th</sup> January 2014, as amended, be signed as a true record.</p>	
	<p><b>Actions from the Minutes (Minute No 2013-0181)</b></p> <p>The Clerk has begun work on the planning application for the fields North of Berryfields and land next to the spare Cemetery field but this has not been completed</p>	Parish Clerk
	<p><b>Actions from the Minutes (Minute No 2014-0006)</b></p> <p>The Allotments is on the Agenda under item 7</p>	
	<p><b>Actions from the Minutes (Minute No 2014-0007)</b></p> <p>The Brundall Countryside Park and project team shall be discussed under Agenda item 8.</p>	
	<p><b>Actions from the Minutes (Minute No 2014-0008)</b></p> <p>The Clerk has written to Broadland DC to inform them of the Council's decision not to take on responsibility for the Open Spaces areas at The Pastures.</p>	

	<p><b>Actions from the Minutes (Minute item No 2014-0009)</b></p> <p>The Statement of Common Ground was signed and sent to the Broads Authority.</p>	
	<p><b>Actions from the Minutes (Minute No 2014-0010)</b></p> <p>The Clerk has written to Broadland DC to inform them of the Council's decision to nominate the Land East of the Memorial Hall as the primary site for recreation within the Site Allocations Development Plan document is to be discussed under Agenda item 10.</p>	
	<p><b>Actions from the Minutes (Minute No 2014-0012)</b></p> <p>The Neighbourhood Plan Consultative Working Group is to be reported under Agenda item 12.</p>	
	<p><b>Actions from the Minutes (Minute No 2014-0013)</b></p> <p>The Parish Plan is to be discussed under agenda item 13.</p>	
	<p><b>Actions from the Minutes (Minute No 2014-0014)</b></p> <p>The Clerk reported that she had forwarded an Order to Amey for the concrete posts only. After clarifying the residual amount left to spend, <b>it was resolved</b> by a unanimous decision to place an order for the steel columns to be replaced making the total project cost £59387.35</p>	
	<p><b>Actions from the Minutes (Minute No 2014-0015)</b></p> <p>The Cleaning and Inspection Tender is on the Agenda under item 15</p>	
2014-0022	<p><b>Public Participation</b></p> <p><b>It was resolved</b> by a unanimous decision to open up the Meeting for public to speak.</p> <p>Mike Hammond spoke about the Allotment Planning Application and said he was heartened to read the many letters of support for the Allotments project which Broadland District Council had received.</p> <p>A resident spoke of the Allotment project and was concerned with the rising cost of the project. She questioned whether use of the S106 money was being used for the majority of the village and whether a further village consultation should take place.</p> <p>Cllr Proctor spoke about the budget setting at Norfolk County Council and Broadland District Council. Both budgets have now been set and both show a nil increase in Council Tax. It is only the Police Authority who have requested a 1.9% rise for the next year.</p> <p>RAF Coltishall's old site is now earmarked for housing and by digging up part of the runway. It is unsure which Local Authority is going to determine the planning application.</p> <p>The Site Allocations Consultation is on track to be put through on Broadlands Planning Committee on 18<sup>th</sup> March. The GNDP enquiry is underway and in May or June the enquiry may yield a result.</p> <p>Re the Euro Elections in May you need to be on the electoral roll to be able to vote.</p> <p>John Fisher has been nominated for a National Achievement Award and the winner will be awarded the honour by Eric Pickles.</p> <p>The cars parked on Berryfields by the site workers at the Pastures have now been moved back on site.</p> <p>The Meeting was reconvened</p>	

2014-0023	<p><b>Chairman's Report</b></p> <p>The Chairman did not have a report at this Meeting.</p>	
2014-0024	<p><b>Cllr Wilkins left the room</b></p> <p><b>Allotments –</b></p> <p><b>Letter to the Planning Department at Broadland DC.</b>  <b>It was resolved</b> by a majority decision with 1 abstention to approve the letter to be sent which clarifies the points the planning officer has sent to us requiring a response</p> <p><b>Consider the 2 remaining quote costs for the fencing and car park area surfacing (subject to the site being given planning permission)</b></p> <p><b>It was resolved</b> by a unanimous decision to accept the quote for the car park from BAA as the winning quote.  <b>It was resolved</b> by a majority decision with 1 abstention to accept the quote from G and G regarding the fencing around the allotment site for £6860.30 including a steel gate.</p> <p><b>Agreement to conditions laid down by UKPN for the underground cabling of the electricity wires</b>  <b>It was resolved</b> by a majority decision with 2 abstentions to approve the conditions set out by UKPN.</p> <p><b>Agreement to condition laid down by Anglian Water for a pedestrian access on Pumping Station Lane</b>  <b>It was resolved</b> by a majority decision with 2 abstentions to approve the conditions set out by Anglian Water.</p> <p><b>Report on approaches made to prospective contractors</b></p> <p>No contractors have turned us down having accepted the quotes</p> <p><b>Cllr Wilkins returned to the room.</b></p>	Ongoing
2014-0025	<p><b>Brundall Countryside Park</b></p> <p><b>Woodland path creation team.</b></p> <p>The Chairman will write to prospective volunteers and report this at the next meeting</p>	Chairman
2014-0026	<p><b>Broads Authority Development Plan Document –</b></p> <p>Cllrs Mogford and Walters having signed the Statement of Common attended the Inspectors Hearing. She was most grateful to have been accompanied around the Brundall Riverside and Brundall Gardens areas two days before the Hearing. The main change is to allow residential moorings in extended areas.</p>	

2014-0027	<p><b>Planning – Site Allocations Development Plan document – Reg 18 Consultation New potential Sites brought forward by developers</b></p> <p>The Chairman read out an email from John Walchester at Broadland DC. Our understanding is that the officer is likely to colour both sites we recommended as green for recreational space. There is a possible chance of this being challenged by the Planning Inspectorate. He asked if the Parish Council could “firm up” its intentions for both areas of land and possibly include these in the proposed Neighbourhood Plan. If approved on 18<sup>th</sup> March by Broadland DC and after a further consultation up to the end of April it will be put forward towards the end of the year to the Planning Inspectorate.</p> <p>The Chairman proposed that the Council forms a new Committee to take forward suggestions as to how to identify specific uses for suitable land in Brundall for recreational purposes. Cllr Walters clarified that the results of the questionnaire will help with this process as evidence.</p> <p>The Clerk also reported that if the sites are challenged and the Inspector is not convinced about the need for what the Council wants as recreation, and he rejects both areas to be “coloured green” the repercussions of this would have an impact on the planning department having a difficulty in not being able to agree to approve any future planning applications for a change of use from agriculture to recreation. As such they would also find it difficult to release the S106 funds of £415K should such a scenario become a reality.</p> <p><b>It was resolved</b> by a unanimous decision to form a new Committee for the Development of Recreation in Brundall (CDROB) with a membership of six Councillors and six residents of Brundall who, at the time of their appointment, are not Councillors. The Councillor members of the Committee shall be Cllrs Warne, Hetherington Wilkins, Woollestone, Walters and the Chairman.</p> <p><b>It was resolved</b> by a majority decision with 1 abstention to determine the framework of Terms of Reference, the main objective being “To clarify the recreational sites of Brundall”.</p>	Ongoing
2014-0028	<p><b>Planning</b></p> <p>Application No: 20140116 (ratification)  Deadline: 15 February 2014  Description: Erection of Boundary Fence to side of Dwelling  Location: Manor House, 1 The Street, Brundall  Applicant: Annapurna 2 Ltd  <b>Resolution: to Support to Application 20140116</b></p> <p>Application No: 20140260  Deadline: 7<sup>th</sup> March 2014  Description: Raising of Roof to Provide Accommodation in the Roofspace, Including New Dormers &amp; Velux Rooflights: and Erection of Single Storey Garden Room to Rear  Location: 33 Strumpshaw Rd, Brundall  Applicant: Mr Duncan Mortlock  <b>Resolution: to Support to Application 20140260</b></p>	
2014-0029	<p><b>To note an email from Rev Leech and to consider the Council’s plans to commemorate the 100<sup>th</sup> year since WWI</b></p> <p>The Clerk will attend the evening on Tuesday 11<sup>th</sup> March to put forward ideas as to how to commemorate the 100<sup>th</sup> year since WWI.</p>	Parish Clerk

2014-0030	<p><b>Neighbourhood Plan</b></p> <p>The Clerk reported that 3 more individuals have come forward. Representatives from BADG, The Working Church, the Luncheon club and Giggles and two students.</p> <p>A walkabout will take place on February 25<sup>th</sup> so that all could assess and talk about the various aspects of the sites in Brundall.</p>	Ongoing
2014-0031	<p><b>Parish Plan</b></p> <p>Cllr Walters gave an update to progress on the Plan. The Survey of Village Opinion analysis is well underway with 220 surveys having been analysed.</p>	Ongoing
2014-0032	<p><b>L A Cluster Meeting Feedback</b></p> <p><b>CIL</b> – No Opinion was expressed by this Council, the intention is to wait until a draft agreement is set out by Broadland District Council</p> <p><b>It was resolved</b> by a unanimous decision to agree the draft letter about speeding on Postwick Lane to be signed by the Chairman of both Councils of Postwick and Brundall</p>	Parish Clerk
2014-0033	<p><b>Cleaning and Inspection Tender</b></p> <p><b>It was resolved</b> by a unanimous decision to engage Smallworksmen as the winning contractor at a cost of £4293 subject to the current public liability certificate being received.</p>	Parish Clerk
2014-0034	<p><b>Parking on Berryfields</b></p> <p>The Council thanked Cllr Proctor for tackling the parking problem which now appears to have been solved for the time being, as contractors' vehicles are now being parked on site at the Pastures.</p>	
2014-0035	<p><b>Calendar of Meetings</b></p> <p><b>It was resolved</b> by a unanimous decision to approve the draft Calendar of next year's Meeting dates and events.</p>	
2014-0036	<p><b>Finance</b></p> <p><b>Payments Schedule</b></p> <p><b>It was Resolved</b> by a unanimous decision to approve the payments schedule dated 24<sup>th</sup> February 2014 and for the Chairman to sign it.</p> <p><b>Donations</b></p> <p><b>Magpas.</b></p> <p>It was agreed not to donate to this cause.</p> <p><b>Braydeston Church</b></p> <p>It was agreed to write to Braydeston Church and let them know that we do not have any funds left in the general donations budget and to advise them to apply in April when the new budget will have been received.</p> <p><b>Bike Racks</b></p> <p>Cllr Thompsons will be asked to liaise with the Memorial Hall to establish the amount of racks required and the costs and place to install them</p> <p><b>Cemetery Rules and Regulations</b></p> <p><b>It was Resolved</b> by a unanimous decision to amend the time period of 100 years for Exclusive Rights of Burial to 99 years.</p>	<p>Parish Clerk</p> <p>Cllr Thompson</p> <p>Parish Clerk</p>

2014-0037	<p><b>Clerk's Correspondence</b></p> <p>The Clerk read out the Clerk's Correspondence.</p>	
2014-0038	<p><b>Date, time and venue of next Parish Council Meetings</b></p> <p>24<sup>th</sup> March 2014, 7pm Lounge Memorial Hall</p> <p><b>Items for the next Agenda:</b></p> <p>None</p>	
<p>Signed as a true record ..... Date .....</p>		