# Brundall Parish Council

Minutes of the Meeting held on Monday 28th March 2022 at 19:00 at the St Laurence Centre, Brundall

|  |
| --- |
| **Present:** **Chairman**: Cllr K WilkinsCllr J Warns, Cllr G Abbott, Cllr A Bonham, Cllr L Britt, Cllr P Gabillia, Cllr J Mickelburgh, Cllr M Savory, Cllr C Whitehouse, Cllr J Warne**Parish Clerk(s)**: S Smyth |
|  | *Details* | *Action* |
|  | **Housekeeping**The Chairman welcomed those in attendance and advised the locations of the fire exits.The Chairman advised members of the public of the procedure for them speaking at Meetings of the Parish Council. The meeting is live streamed via Facebook.  |  |
| **2022-0042** | **Apologies for Absence** Cllr G Buckley, Cllr R Tungate. Deputy Clerk Claudia Dickson. Noted. |  |
| **2022-0043** | **Declarations of Disclosable (DPI) or Non-Disclosable Pecuniary Interests (NDPI)**Cllr Wilkins –Item 11. planning application 20220108 - non-pecuniary connection with the developer |  |
| **2022-0044** | **Minutes of the Previous Meeting**It was **resolved**, with one abstention, to approve the Minutes of the Parish Council meeting held on 28th February 2022. The minutes were signed by the Chairman of the meeting, Cllr Wilkins. |  |
| **2022-0045** | **Actions from the Minutes (Not on the Agenda)****2022-0028** – A reply from Charles Judson indicated that not all required reports from planning conditions would be consulted upon. |  |
| **2022-0046** | **Public Participation**CCllr Proctor gave his County Councillor Report. (See attached).DCllr Lamming read out her and DCllr Davis’s report (see attached).A member of the public queried the gaps Hopkins developers had left to enable her to attend to her back fencing which fronts on to the land east of the Memorial Hall. The Clerk was asked to enquire about when construction is likely to commence. \* The village green subgroup will also enquire about the proposed cycle track with Hopkins at their upcoming meeting on 20th April. \* | \*Clerks/VGSG |
| **2022-0047** | **Chairman’s Report**The Chairman did not make a report this month**.** |  |
| **2022-0048** | **Grants Awarding Policy**This would be put before the Advisory and Scrutiny Committee at their next Meeting**.** |  |
| **2022-0049** | **John Evans Good Citizen Award**The Council had received some nominations, but the winning nomination was for Mr. Terence Neve (Terry) for his work in attending to the open space area around Page Road and the footpath (FP13) for over 50 years. **It was resolved** by a unanimous decision to present Mr. Neve with his award at the Annual Parish Meeting on 11th April. |  |
| **2022-0050** | **Committee Reports****Sports Hub update given by Cllr Wilkins**The preparations to build the pitch are now underway. The building will need to be compliant according to the Football Foundation requirements. Once this is finalized the process to build will be put out to tender. A funding gap has been identified and so the project will be phased. Some costs are still not fully known, such as the powering up of the site. The low voltage cabling powering the Shell and McDonalds site will be re-routed. There is a possibility that the Transformer pole head could be re-sited. This will reduce project costs. A recent update from Broadland and South Norfolk Councils informed us that the planning conditions cannot be fully signed off as there is a directive from Natural England to all planners in the area that any permissions must prove they have “nutrient neutrality.” Until the planners are sure which developments this relates to and how, all approvals have had to be suspended.**Village Green/Country Park given by Cllr Gabillia**The group consisting of Cllrs Whitehouse, Savory and Gabillia took place on Wednesday morning ahead of any future engagement with the Memorial Hall. A meeting took place on 2nd March with Blofield Parish Council to discuss the setup of the CIO to manage the Country Park. A constitution will need to be drafted with the help of Broadland District Council, which will be reviewed by legal representatives and finally approved by the Charity Commission. The costs of this will be shared, currently set at £225 per hour, with about 2 or 3 hours work envisioned. The costs of this will be claimed from the S106 monies. Blofield wish to issue a survey to Blofield residents and Cllr Savory is assisting them with this. There will be a meeting on 20th April on site with a Hopkins director. Charles Judson has said he will share the attenuation plan and traffic management plan once received. Cllr Gabillia proposed the formation of a working group to work on the CIO as follows:To Approve the formation, with Blofield Parish Council, of a Working Group to draft a constitution for the Country Park CIO with support from Broadland District Council for approval by Brundall Parish Council*.* **It was resolved** to accept this proposal.Fencing has now been placed around the field (not including the Country Park area) and will now remain in place until the houses are built. Cllr Savory proposed photographing the recreational site beforehand, just in case it is overtaken by plant and aggregate and could impede the village green developments. The Clerk will enquire about the arrangements for the construction and time frames.\***Brundall Memorial Hall by Cllr Bonham**There has only been one meeting since the last report. A Queens Jubilee event will take place at the Memorial Hall on 5th June between 1pm and 5pm. They could soon approach the Parish Council for a donation once all costs are known.**Recreation and Wellbeing Committee – given by Cllr Britt**The last meeting was on 17th March. Six trees were planted on the Countryside Park and one in the centre circle by the Broadland Tree Network to commemorate the Queens Platinum Jubilee. Charging points for Brundall were discussed as well as solar panels within the Sports Hub land. Tom Wood reported that the Church are in discussions with the school about activities. The church is advertising for a new Rector as Peter Leech now has a new post in Ely. A new Memorial Hall Chairman will need to be found. Cllr Britt is soon to be meeting with the new Head of Brundall School who is very keen to get the school more involved in parish life.Three volunteers have come forward to form a new working advisory group for the Council’s Wildlife and Bio-diversity Vision.Cycleway costings for footpaths 1 and 2 have now been received and are a total of £248,000. The new pedestrian crossing may now cost more than £90,000.**Land Management Committee given by Cllr Abbott**Following the excellent work carried out by the Broadland Tree Network at Low Farm Wood, the wood appears to be attracting many more users. The next meeting is on 14th April and so there is not much to report presently. | \*Clerk |
| **2022-0051** | **Planning****The Council considered the following applications**:**20220108 -Re-consultation: -**Description: Erection of 6 no. single storey dwellings and the construction of a vehicular access (existing dwelling to be demolished) Location: Land at 15 Highfield Avenue, Brundall, NR13 5NT (These amendments take the form of:- A revised site layout has been submitted to take account of the Highway Authority comments**).****It was resolved** to offer no further comments.**20220282 -** Description: Single storey side extension Location: 3 Morse Close, Brundall, NR13 5LG Application Type: Householder. **It was resolved** to have No Objection.**20212278 -** Description: Proposed single storey extension to rear Location: Halt Cottage,20 West End Avenue, Brundall, NR13 5RF. **It was resolved** to have No Objection.**20220212 -** Description: Variation of condition three of permission 20160064 (Change of Use from Professional Services (A2) to Cafe (A3)) to allow outside seating area to rear (Retrospective) Location: 78 The Street, Brundall, Norwich, NR13 5LH Application Type: Removal/Variation of a condition (S73). **It was resolved** to have No Objection.**20220278 -** Description: Permanent change of use from residential to mixed use residential/childminding business for up to twelve children Location: Avondale Lodge,18 Postwick Lane, Brundall, NR13 5LR Application Type: Full Planning. **It was resolved** to have No Objection.**It was resolved** to ratify the following comments made by the planning subgroup**:****20220188** - Description: Single storey side extension Location: 28 St Laurence Avenue, Brundall, NR13 5QH Application Type: Householder – **No Objection****20211539** - Description: Construct new driveway and dropped kerb to improve access. Close off existing driveway. Location: Land Adjacent 39, Strumpshaw Road, Brundall, NR13 5PG Applicant Mr Jason Taylor – **No Objection** |  |
| **2022-0052** | **Road Safety in Brundall by Cllr Abbott**SAM2 data The data had been sent to the Council and will be published on the website and Facebook page. The Clerk was asked to continue to send the data to the police SNT team. \*The Road Safety Group has asked the Clerk to request a continuance of the patrols made by the police around the school due to parking on the zig zags. There also appears to be an abuse of the disabled bays in the medical centre by parents during school opening and closing times. Cllr Savory said that the school does regularly remind parents in the old newsletter and now within emails to parents. The Council was made aware that some schools in Norfolk are closing the roads around their schools to improve safety of schoolchildren. With the advent of new housing and therefore more families, this is going to be a priority. | \*Clerk |
| **2022-0053** | **Finance**Bills for payment for March 2022– £10,131.73 (see below). The payments were unanimously **approved** by the Council.The Council were informed that as Deputy Clerk was not present that the February payments will be dealt with in due course.The request from the Broadland Tree Network was considered. **It was resolved** to donate £100.00 with a request to thank the Network for its sterling work.A donation towards the Ukraine war crisis was considered.**It was resolved** by a majority vote with one againstto donate £300.00 to DEC. Councillors were asked to try to find if there are any local refugees that may need help. |  |
| **2022-0054** | **Clerk’s Correspondence**None. |  |
| **2022-0055** | **Items for the Next Agenda**Land Management Committee Advisory and Scrutiny Committee |  |
| **2022-0056** | **Date, time, and venue of next Parish Council Meeting**Annual Parish Meeting 11th April 7pm at the St Laurence Centre.Ordinary Meeting 25th April 7pm at the St Laurence Centre. |  |
| Signed as a true record …………………………………………….……. Date …………………………  |

**2022-0053**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |  |  |  |
| --- | --- | --- | --- |
| **PAYMENTS FOR March 2022** |  |  |  |
|  | Net | Net | Gross |
| Parish clerk costs | £5,834.84 | £0.00 | £5,834.84 |
| Office expense | £851.13 | £31.45 | £882.58 |
| Telephone | £28.45 | £5.69 | £34.14 |
| Room Hire | £188.92 | £0.00 | £188.92 |
| Training | £0.00 | £0.00 | £0.00 |
| Insurance | £0.00 | £0.00 | £0.00 |
| Annual Fees | £781.62 | £0.00 | £781.62 |
| Members Expenses | £0.00 | £0.00 | £0.00 |
| Grass cutting monthly contract | £590.09 | £118.02 | £708.11 |
| Street Lighting | £269.07 | £49.95 | £319.02 |
| Handyman and cleaning | £454.50 | £0.00 | £454.50 |
| Repairs and Renewals | £0.00 | £0.00 | £0.00 |
| S106 | £0.00 | £0.00 | £0.00 |
| Cemetery | £0.00 | £0.00 | £0.00 |
| Allotments | £0.00 | £0.00 | £0.00 |
| Countryside Park | £0.00 | £0.00 | £0.00 |
| Cremer’s | £58.00 | £0.00 | £58.00 |
| Church Fen | £780.00 | £0.00 | £780.00 |
| Trees | £90.00 | £0.00 | £90.00 |
| Projects | £0.00 | £0.00 | £0.00 |
| Grants / Donations | £0.00 | £0.00 | £0.00 |
| S137 | £0.00 | £0.00 | £0.00 |
| IT | £0.00 | £0.00 | £0.00 |
| Legal Fees | £0.00 | £0.00 | £0.00 |
| Refuse collection | £0.00 | £0.00 | £0.00 |
|  |   |  |  |
| **Total expenditure** | **£9,926.62** | **£205.11** | **£10,131.73** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **RECEIPTS FOR March 2022** |  |  |  |
| S106 |  |  |  |
| Cemetery | £852.00 |  |  |
| Allotments | £7.50 |  |  |
| CIL |  |  |  |
| Interest | £0.36 |  |  |
| Miscellaneous |  |  |  |
|  |   |  |  |
| **Total Income** | **£859.86** |  |  |
|  |  |  |  |
| HSBC Current A/C as at 25/3/22 | £13,956.44 |  |  |
| HSBC Deposit A/C as at 25/3/22 | £15,008.18 |  |  |
| Unity Bank A/C as at 24/3/22 | £500.00 |  |  |
| Transfers to/from Deposit A/C from/to Current A/c | £5,000.00 |  |  |
| Transfers to/from BDC Parish Deposit | £0.00 |  |  |
| Transfers to/from Unity Bank | £500.00 |  |  |

 |  |  |
|  |  |  |  |

**2022-0046**

**County Councillor Report for Brundall Parish Council Meeting – 28 March 2022**

**Budget 2022/23**

Settled at February Council meeting. £1.45bn annual spend – significant financial firepower in the local economy. Major challenge is 2023/24 with a £60m gap. Launching a review of the organisation to ensure we have a council to take us into the future.

**In a major boost to Norfolk’s ambitions to run a net zero transport system £3.2million in funding has been secured to introduce 15 electric buses to the network in Norwich.**

Norfolk County Council has secured the funding after a joint bid with First Bus was submitted to the Department for Transport (DfT) for funding from the ‘Zero Emission Bus Regional Access’ (ZEBRA) scheme.

This bid is matched by £3.6m of local investment from First Bus and will deliver 15 battery electric buses which will be in operation by March 2024.

**Foster carer fees**

Seeking to change the way we remunerate in-house fostering carers in response to:

* The current care market
* Challenges locally and nationally
* Our commitment to children being placed in family-based care

The key aims will be:

* Provide foster placements to children and young people that are consistent in quality and expectations
* Positively impact on sufficiency, increase in-house capacity as more carers seek to take on a second and subsequent child
* Bring focus back to the need of the child, providing adequate remuneration for carers who look after more complex children

A further £700k every year will be invested in the service in order to best utilise existing skill sets and the needs to children across Norfolk.

**Norwich Western Link**

Overall outcomes:

* Significantly reduce many journey times, including ambulances and other emergency services
* Lead to a reduction in Carbon emissions
* Boost Norfolk’s economy and support businesses by reducing transport costs
* Improve road safety

Current issues:

Following analysis of the data obtained from our 2021 surveys, it was determined that there is a roost location used by a maternity colony of barbastelle bats (that has a significant level of environmental protection) near to part of the proposed road alignment. Therefore, as part of the ongoing scheme design development, work is currently being undertaken to assess, refine and develop the relevant length of the route alignment of the scheme and to assess and address the need for mitigation to minimise the impact of the scheme on the relevant area of woodland.

**Adult Social Service Review - Transformation**

External partner Newton Europe, procured in June 2021 to undertake detailed diagnostic analysis specifically around our Front Door and prevention.

This highlighted major opportunities to change and the current position is to continue this collaborative strategic partnership into the next phrase of transformation.

Specifically, to develop:

* A new target operating model for the department which radically transforms our digital capacity to engage with people and providers in the light of charging reform that is guaranteed using a 100% contingent commercial fee model
* A new deal brokered through the Integrated Care System to support people at a place level with excellent community services, driven by population-based health
* A step change in prevention, led by people with need directing their own care choices, and based on risk stratification, and targeted interventions to address known life risks, and
* A re-purposed ‘front door’ for adults which put people at the heart of how we work with them.

This next phase of transformation is in line with the Council’s overall strategy Better Together, For Norfolk.

It will be a significant invest to save programme for the Council and a unique opportunity for major transformational, generational change, within Adult Social Services, with a one-off cost of £6.3m

**Norse**

Andy wood has been appointed as Chair of the Norse Board.

**District Councillor Report for Brundall Parish Council Meeting – 28 March 2022**

Cllr Davis attended the Town and Parish Council Forum on 7 March to consider the Local Government Association (LGA) report on devolution of services to town and parish councils from the district level (and possibly county for some services, such as highways maintenance of potholes).

It was recognised there were great differences in the size, funding, and capacity of town and parish councils which will affect the ability of councils to take on services and make collaboration challenging. It was proposed to arrange at least two workshops over the coming months to focus on parish collaborative working planning matters.

The idea is to explore the practicalities and implications of strengthened parish partnerships and clusters which may become more important in the future.

Cabinet agreed on 15 March to offer a loan from Community Infrastructure Loan facility for £231,318.85 to Brundall Parish Council for the design and construction of the Brundall Sports Hub.

Cllr Davis had an online meeting with the Police & Crime Commissioner (PCC), Giles Orpen-Smellie, on Friday 11th March to discuss inconsistencies in the crime statistics given to parish councils compared to other crime figures available on the Norfolk Constabulary website:

https://www.police.uk/pu/your-area/norfolk-constabulary/acle/?tab=CrimeMap

The PCC said he had received similar concerns from other parish councils and would be following up to understand the issues.

BDC will be celebrating the Queen’s Platinum Jubilee with a number of events including raising of the flag at Thorpe Lodge, lighting a beacon in the district, supporting the Queen’s Green Canopy, working with the National Trust to host a party in the park at Blickling Hall, commissioning sculptures which will be displayed in the district, running a Treasure Hunt and hosting activities for Tots 2 Teens.

BDC has announced the launch of a Big Broadland Litter Pick to encourage community groups to take part in maintaining and improving the appearance of their local area. The council will provide the necessary equipment (litter pickers, hi-vis vests, and rubbish sacks), guidance on health and safety, how to set up an event, and promotional material for the event. There will also be a £20 reward to groups that take part and entry into a prize draw for the chance to win £200! The scheme will commence on 14th March and run until 31st June 2022. It will be promoted on the website, on social media, in Parish Magazines, with posters in the Council Office, and in the Broadland News.

If you know of any individuals or groups who may be interested in organising a litter pick, then please ask them to contact the contracts office on 01603 430609 or email ContractsOfficer@southnorfolkandbroadland.gov.uk

The new waste contract with Veolia which starts on 1st April includes the provision of street cleansing in the district. Previously the whole district was cleansed every 18 weeks whether it required a cleanse or not. A new output-based approach is to commence which means that roads will get cleansed when they require it. Veolia is committed to ensuring the required standard of cleansing is met throughout the district and the cleansing schedules are built to maintain the required standard. The new approach will mean that the whole district will be visited every 9 weeks and resources will be deployed where they are required. This efficient use of resources will ensure the standard of the cleansing will remain the same and will reduce carbon impact of the service.

Waste vehicles for the new waste contract will have a new design for “Recycle Norfolk” and the Broadland logo on the doors. A new BDC collection service for WEEE (Waste electrical and electronic equipment), textiles and battery collections are starting on Monday 4th April to collect small electrical items, textiles, and batteries, alongside the existing collection service. A leaflet will be delivered to each household at the end of March with details.

BDC is responding together with Norfolk County Council and other organisations to the ever-changing situation in Ukraine. It will be involved with the Homes for Ukraine scheme which will work through intermediaries such as non-governmental organisations and faith groups to house refugees where possible in host households. National reception centres are being set up in 10 to 12 locations in UK, based on areas near ports or airports. Norfolk will not have a reception centre but could have a sub-regional centre to host families coming to Norfolk. The district council will coordinate the community response, working with local community groups, mutual aid groups and town and parish councils. This may include coordinating activity for goods, clothing etc as required.