



Brundall Parish Council

Minutes of the Parish Council Meeting held on Monday 24 July 2023 at 19:00 at the St Laurence Centre, Brundall

Present:

Cllr R Tungate (Chairman), Cllr G Abbott, Cllr A Bonham, Cllr G Buckley, Cllr P Gabillia, Cllr J Mickelburgh, Cllr M Savory, Cllr C Whitehouse

Parish Clerk(s): S Smyth, C Dickson

	<i>Details</i>	<i>Action</i>
	Housekeeping Cllr Tungate welcomed those in attendance and advised the locations of the fire exits. Cllr Tungate advised that the meeting is streamed.	
2023-0103	Chairman of the Meeting Due to the absence of the Chairman and Vice Chairman Cllr Tungate was elected chairman of the meeting.	
2023-0104	Apologies for Absence Cllr K Wilkins, Cllr L Britt, Cllr J Warne, Cllr J Warns. Noted.	
2023-0105	Declarations of Interest Cllr Buckley – 2023-0115 – payments.	
2023-0106	Minutes of the Previous Meeting It was resolved , with 4 abstentions, to approve the Minutes of the Parish Council meeting held on 26 th July 2023. The Minutes were signed by the Chairman of the Meeting, Cllr Tungate.	
2023-0107	Actions from the Minutes (Not on the Agenda) 2023-0098 Assets of Community Value - ongoing. 2023-0099 – Yare Valley Churches donation application – information has been sent to YVC but no response or revised application received.	
2023-0108	Amendment to the Council Calendar The cancellation of the full Council meeting on the 21 st August 2023 was unanimously approved.	
2023-0109	Reports: Cluster Meeting No report received. Update to be given at the September meeting.	
2023-0110	Meeting adjourned to allow for the public participation and County Councillors' and District Councillors' reports. DCllr Laming read out her and DCllr Davis's report (see below). Norfolk County Council are reopening the Postwick Park and Ride from September until the end of the year. Cllr Gabillia commented that it would be good to know the P&R usage data for each month rather than only at the end. The other P&R sites round Norwich have not yet met the 75% capacity NCC want, they are only at around 45%. However it should also be noted that public transport usage is	

	down nationwide since the pandemic. There was no other Public Participation.	
2023-0111	Planning Applications considered: 2023/1713 by 21-7-23: Conversion of barn 1 to a dwelling Location: 1 Low Farm Barns Postwick Lane Brundall Norfolk NR13 5RQ Applicant: Mr Nigel Brown Application Type: Full Planning Permission. It was unanimously resolved to submit the following observations: this proposal is a bit taller than the neighbouring dwellings which could cause some overshadowing; it is unlikely to have any effect on existing traffic volumes; there is no safe pedestrian access to the site. 2023/1974 Applicant: Mr And Mrs Coupe Location: 38 Saint Laurence Avenue Brundall Norfolk NR13 5QH. Proposal: Single storey side extension. Application Type: Householder. It was unanimously resolved to have No Objections. 2023/1928. Applicant: Ms Laura Hockey. Location: 12 Cedar Way Brundall Norfolk NR13 5NF Proposal: New first floor window and internal alterations. Application Type: Householder It was unanimously resolved to have No Objections.	
2023-0112	To consider a review of the Neighbourhood Plan 2016-2026. The Clerk fed back from a training session both Clerks attended hosted by SNBDC on reviewing made NDPs. One of the key recommendations was for an assessment of the current plan including what has been achieved and which policies, if any, are not working. From that a decision can be made as to how comprehensive a review may be necessary, from minor modifications, through significant updates that do not change the nature of the plan, to major amendments which change the original plan enough that it would need consultations, external examination, and a referendum. An assessment of the current plan should be undertaken by a working group, which will be discussed after the Strategy Day in October.	
2023-0113	Parish Partnerships 2024-25 An accrual for the pedestrian crossing is held in a Traffic Management earmarked reserve. As the crossing is now being provided by NCC these funds can be used for other road improvements. Several ideas were discussed and the Road Safety Team were tasked with bringing some options to the next meeting.*	*Road Safety
2023-0114	Road Safety Report An update was provided by Cllr Savory. The two new SAM2 speed sensors have been delivered and will be installed shortly. There are several outstanding Highways issues. The Clerk will contact Highways for an update and send DCllr Davis a list of everything that has not yet materialised.* The Speed Watch patrol on the 3rd of July recorded 15 motorists speeding. The details have been forwarded to the Police because there were more than 11. The local Police have also been informed. The Clerk was asked to check with Highways if Berryfields would be a suitable location for the SAM2 device.*	*Clerk *Clerk
2023-0115	Finance Bills for payment for July 2023 had been circulated to Councillors £22,585.97 (see below). The RFO highlighted one invoice received after the schedule had been published, to Bruce's Property Maintenance for the laying new chicken wire on the Church Fen boardwalk, a new post for a bin, and a new post at the Countryside Park where the grass contractor had pulled is over by the chain. The post was rotten but the contractor should perhaps have been more aware it was laying across the gateway. It was suggested the chain could be replaced with a proper gate, Land Management were asked to investigate.* The payments were unanimously approved by the Council. The Council noted that Cllr Britt had confirmed the June 2023 payments.	*LM
2023-0116	Clerk's Correspondence An email was forwarded to the Road Safety team about a lot of grass on pavement at	

	Springdale. NCC have a schedule for pavement clearing, albeit only once a year. They were in the village last week. Email received today to say there is North Burlingham-Blofield A47 dualling Public Information Event at Norwich Camping in Blofield on Wednesday and the Acle Co-Op on Thursday. And an email has been received a Town Council in Staffordshire who are not very happy about the way their Neighbourhood Plan has been included in a planning inspectorate decision. Clerk will forward as they are asking for support.*	*Clerk
2023-0117	Items for the Next Agenda Planning for the Strategy Day Cluster Meeting report	
2023-0118	Date, time, and venue of next Parish Council Meeting 25th September 2023 at 7pm at the St Laurence Centre.	
2023-0119	Closed Session: to discuss a deed of easement request The Council discussed an offer from Shell for a deed of easement for a power supply across the spare cemetery field. A counter offer proposal was agreed.	
Signed as a true record Date		

2023-0115 Finance

PAYMENTS FOR July 2023

	Net	Net	Gross
Parish clerk costs	£5,796.37	£0.00	£5,796.37
Office expense	£1,481.29	£88.25	£1,569.54
Telephone	£49.76	£9.95	£59.71
Room Hire	£90.00	£0.00	£90.00
Grass cutting monthly contract	£791.30	£158.26	£949.56
Street Lighting	£299.38	£55.52	£354.90
Handyman and cleaning	£552.00	£0.00	£552.00
Repairs and Renewals	£830.29	£166.06	£996.35
Cemetery	£21.73	£0.00	£21.73
Allotments	£1,288.59	£175.71	£1,464.30
Cremer's Meadow	£90.00	£0.00	£90.00
Church Fen	£803.21	£0.00	£803.21
Projects	£6,638.00	£1,327.60	£7,965.60
Grants / Donations	£350.00	£0.00	£350.00
Sports Hub	£1,391.23	£131.47	£1,522.70
Total expenditure	£20,473.15	£2,112.82	£22,585.97

RECEIPTS FOR July 2023

Precept	
Cemetery	£137.50
Allotments	£15.00
VAT	
Interest	£160.15
Miscellaneous	£80.00
Total Income	£392.65

HSBC Current A/C as at 21/7/23	£24,734.79
HSBC Deposit A/C as at 21/7/23	£140,790.06
Unity Bank A/C as at 21/7/23	£70,805.44
Transfers to/from Deposit A/C from/to Current A/c	£0.00
Transfers to/from BDC Parish Deposit	£0.00
Transfers to/from Unity Bank	£0.00
BDC Parish Deposit A/C as at 1/4/23	£63,321.35

2023-0110 Public Participation

Broadland District Councillors Report for Brundall Parish Council Meeting – 24 July 2023

Cllr Davis took part in a one-day Mental Health First Aid training course held at Brundall Memorial Hall on the 11th July for community organisations organised by Broadland Council's Mindful Towns and Villages Team.

BDC is aiming to work more closely with housing providers to share information and resources to ensure that tenants needs are met. There are plans to develop a housing strategy to improve long term housing availability to meet future housing needs.

Cllr Laming visited Snowy's Pre-School and Nursery on 3 July to visit the site and look at funding plans for a new outdoor ramp to replace the existing one which has deteriorated beyond use.

BDC is undertaking a review of its licensing services.

A recent survey of residents and businesses who were asked to share experiences of BDC customer services attracted over 1300 responses. These will be used to shape the future of the council's customer service provision.

Cllr Davis attended a launch event on 13 July at Gridserve, the electric charging station at Postwick, to highlight the partnership of Gridserve Electric Forecourt with Raleigh E-bikes. An EV Experience day for the community is planned for the 9th September at Gridserve for residents to explore and test drive electric vehicles and e-bikes.

Cllr Laming attended the Lions Fete on Sunday 16 July at Brundall Memorial Hall to help Sharon Smyth, Brundall PC Clerk and Tess Brady, Libraries Manager to advertise the BDC Help Hub and promote the idea of developing a Community Information database.

An Autumn summit will be held by BDC for Parish and Town councils on Thursday 9 November from 9.30 am - 12.30 pm at the Horizon Centre.

Nominations for the Broadland Design and Enhancement Awards are now open. The design award is for new builds completed within the last two years. The enhancement award is for existing buildings such as extensions/conversions or enhancement style projects over the last year. If you know of any buildings in the district which might meet the criteria, please see the link for more details. <https://www.southnorfolkandbroadland.gov.uk/news/article/321/broadland-design-and-enhancement-awards-are-now-open>

Nominations for the BDC Community at Heart Awards are now open. The awards recognise and celebrate the outstanding achievements of residents from across the district, who go above and beyond to support others or complete incredible achievements. The winner in each category will

receive £250 to give to their chosen community group or voluntary organisation. There are a range of categories. Individual or groups who have made a positive impact in their community can be nominated via the website.

<https://www.southnorfolkandbroadland.gov.uk/communityatheart>

Norfolk County Council have announced that the Postwick Park and Ride service will be reinstated on a trial basis from Monday 4 September 2023. The service will run every 20 minutes starting at Postwick at 07.30am, with the last journey back from the bus station at 18.10pm, Monday to Saturday. A review of ticket prices is currently taking place with plans to use some of the money secured from the Department for Transport for the Norfolk Bus Service Improvement plan to reduce fares. More detail on this will be published soon.

(Submitted by Cllr Jan Davis and Cllr Eleanor Laming 23/7/23)