

Brundall Parish Council

Minutes of the Parish Council Meeting held on Monday 27rd March 2023 at 19:00 at the St Laurence Centre, Brundall



Present:

Chairman: Cllr K Wilkins

Cllr G Abbott, Cllr A Bonham, Cllr L Britt, Cllr G Buckley, Cllr P Gabillia, Cllr J Mickelburgh, Cllr M Savory, Cllr R Tungate, Cllr J Warne

Parish Clerk(s): S Smyth, C Dickson

3 members of the public

	<i>Details</i>	<i>Action</i>
	Housekeeping The Chairman welcomed those in attendance and advised members of the public of the procedure for them speaking at Meetings of the Parish Council. The meeting is live streamed via Facebook and recorded.	
2023-0020	Apologies for Absence Cllr J Warns, Cllr C Whitehouse.	
2023-0021	Declarations of Interests of items on the agenda Cllr Gabillia – agenda item 9, 20230368, minute ref 2023-0019.	
2023-0022	Minutes of the Previous Meeting It was resolved , with 1 abstention, to approve the Minutes of the Parish Council meeting held on 27 th February 2023. The minutes were signed by the Chairman of the meeting, Cllr Wilkins.	
2023-0023	Actions from the Minutes (Not on the Agenda) 2023-0007 – The Deputy Clerk has requested he SUDs are marked out. The developer agreed but this has not yet been done. 2023-0010 – It is possible to buy one of the SAM2 devices before funding is received.	
2023-0024	Public Participation The news of CCllr Proctor's illness was noted. The Council was saddened to hear he is not well and the Clerk has sent best wishes on behalf of the Council. DCllr Laming read out her and DCllr Davis's report (see end). The Horizon building is being refitted and should be ready by May. The works are on schedule at the moment. No further public participation.	
2023-0025	Chairman's Report The pre-election period starts today. There is nothing to add that isn't on the agenda.	
2023-0026	Committee Reports Sports Hub – given by Cllr Wilkins Progress is being made quite quickly now. 5 applications for the operator have been received and 2 have been shortlisted. Interviews will be held on Tuesday with a recommendation being put to full Council on Wednesday after the APM. The applications were good, with some questions being raised to explore at the interviews. We have been encouraged by what we have heard. All applicants for the operator said the building will add value to site and what can be achieved.	

	There is a meeting next week to finalise the supplementary funding bid to the GNGB to achieve the building. The decision on the bid is due mid April. The Football Foundation money is dependent on an operator being appointed. The gate for the site was approved at the last meeting, however after measuring the span, and adding upstand spikes on the top to match the fence, there was an uplift in costs of £202 to £2,776. This was unanimously approved. The potential operators understand there is no specified date for when the building will be achieved. Country Park and Village Green – given by Cllr Gabillia and Cllr Savory The S106 agreement states that the VG and CP must be delivered by either the Council or the developer and by the same method, although BDC have indicated that may be able to be amended. The Open Spaces will be developed by Hopkins Homes. If the VG & CP are delivered by HH there would be a consultation with the village and the design approved by BDC before it can be delivered. It would be handed to the Council after 85% of the houses are occupied. There is £450,000 for each parcel of land, index linked from signing of the S106 to the date of hand over, for design, implementation, and maintenance, each phase allocated different amounts of money and different timescales. The VG has a different allocation time to the CP. About £94,000 will also be received for the Open Spaces maintenance. The S106 funds are not time limited. At the moment the funds are ring fenced for each area but BDC have been asked if it is possible to amalgamate the two pots. The final draft drainage plans are for detention basins not attenuation ponds as they were previously referred to. This means they are shallow dips, predominantly dry, designed to empty within 24-48 hours and a 1:100 year storm should drain out within 72 hours. The pipes in and out of the basins will be the responsibility of Anglian Water. Helen Sibley, Green Infrastructure Officer at BDC, strongly advised the Council not to take on attenuation ponds but has confirmed this advice does not apply to detention basins. Following this change in designation the sub-group recommends the Council take ownership and develop both pieces of land, and ownership of the Open Spaces that will be developed by Hopkins. Thanks were given to Cllr Savory for his briefing report on the options. The Council unanimously approved to design, deliver and maintain the Country Park and Village Green, and take ownership of the Open Spaces within the development. Memorial Hall – Cllr Bonham The Trustees met last week. There is nothing to report. Land Management – given by Cllr Tungate Cllr Tungate was elected Chairman of the Land Management committee at their meeting on the 16th March. The Committee gave thanks to Cllr Abbott for his time as Chairman and were delighted and relieved he is remaining on the committee. The Allotment Association have expressed an interest in the Youth Shelter. There will be some small costs in moving it and these are being investigated, but the intention is to move it as soon as possible. The BAA have also requested more standpipes for the eastern side of the allotments, including a tap to help water the orchard. Costs will be presented at the next meeting. The new orchard at the Countryside Park is now complete, apart from the gate which will be the repurposed allotment one. Thanks were given to Richard Farley and John Fleetwood from the Broadland Tree Warden Network for their hard work over the late winter. There are 56 fruit trees and a hawthorn hedge, and an open space/clearing for picnics etc. The entrance is on the south east side away from the parkrun. A management plan is in place. The Low Farm Wood open day has had to be postponed due to resources being focussed on the orchard. We hope to have it rescheduled later in the year. Parkrun have had a successful winter with only one recent cancellation. The experiment to put sand on the paths has worked and kept them running through the winter but the addition of more will be reviewed in the autumn. Future adoption of new green spaces was discussed. Historically the Council has been slow to take on ownership of new open spaces due to tight timescales not necessarily notified to the Council, and they have been given to management companies. The Council unanimously approved the resolution of the presumptive acceptance of all new green space offered via new housing developments unless, in exceptional circumstances, the Council says otherwise. Environment Committee - given by Cllr Abbott The Biodiversity Working Group is undertaking surveys of various pieces of land. There has	
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	been no committee meeting since the last full Council meeting.	
2023-0027	Planning The following comments submitted by the Planning Group were ratified, with one abstention: 20230369 – Erection of 4 No. new dwellings (revised). Location: Land At Oakhill Brundall Norfolk. Application Type: Full Planning Permission. Previous objections still stand: over development of the site, damage to trees and tree roots, the entrance is too narrow, no footpath, lack of safety procedures, biodiversity impact, environmental impact, drainage issues. The following comment submitted by the Planning Group was ratified: 20230439 - Proposed extension and alterations to dwelling including demolition of existing dining area. Location: 5 Parker Close Brundall Norfolk NR13 5QT Application Type: Householder. No objections.	
2023-0028	Cluster Meeting update – Cllr Gabillia Brundall updated the other Councils on the Sports Hub, road safety, and the new SAM2 devices. Blofield gave an update on the expected new school. NCC still have it scheduled to open in September 2024 but as no planning application has been submitted yet this is an ambitious timeline. It will be a much needed facility. Strumpshaw did not attend. Lingwood updated about the proposed traveller site on the North Burlingham A47 junction. A meeting was held on the 7th March which about 400 people attended. It is a contentious proposal. Reedham Parish Council were accepted into the Cluster group. Postwick main concern is the lack of Park and Ride making them very isolated with no bus service. Highways: there was a joint concern over the lack of response received by all Councils over reported Highways issues. DCllr Davis will send a letter on behalf of the Cluster expressing this concern. The Highways Engineer is doing the best he can but is overstretched and under resourced.	
2023-0029	Road Safety in Brundall – Cllr Savory Official confirmation of the success of the Parish Partnership funding bid for 2 SAM2 devices has been received. There is a long list of Highways issues not resolved, to be shared with DCllr Davis* including extra 20mph signs on The Street and the school flashing lights are not working. It was agreed there are enough locations for both SAM2 devices but this will be kept under review to add more sites if needed.	*Clerk
2023-0030	Bridge between Marty's Marsh and Cremer's Meadow Most of the funding for the bridge will be provided Blofield Parish Council via S106 Green Infrastructure Funding (GIF). There is a site meeting next week with the contractor and Helen Sibley, BDC GIF Officer. The path from the bridge to the slope up to the North gate will be funded from Green Infrastructure Funding however although a mesh path was requested the quote received was for a trod path. This will be discussed at the meeting. Brundall will be submitting the planning permission and Blofield the Environment Agency Permit.	
2023-0031	John Evans Good Citizen Award 2023 One nomination was received, for the Friends of Cremer's Meadow. They have put in years of sustained work to look after the site, which has taken a huge weight and financial cost from the Council. The nomination was unanimously approved. The shield will be presented at the APM.	
2023-0032	Finance A £50 donation to the Broadland Tree Warden Network was unanimously approved. The Council discussed the Church Fen boardwalk, its repair, long term viability, and replacement costs. This will be considered by Land Management and brought back to the next	

	meeting. The revised bills for payment for March 2023 of £25,038.46 (see below) were unanimously approved by the Council. Cllr Britt confirmed the February 2023 payments.	
2023-0033	Clerk's Correspondence The Men's Shed, long term, are looking for alternative premises partly due to problems with parking. The Clerk will forward the email.*	*Clerk
2023-0034	Items for the Next Agenda Church Fen Boardwalk Park and Ride joint letter Bridge	
2023-0035	Date, time, and venue of next Parish Council Meeting 24 th April 2023 at 7pm at the St Laurence Centre. The meeting finished at 20:05. The closed session to discuss the Sports Hub leases will now be held after the Annual Parish Meeting on the 5 th April.	
Signed as a true record Date		

2023-0024Broadland District Councillors Report for Brundall Parish Council Meeting – 27 March 2023

The BDC Main Council meeting on the 23 February debated the council budget for 2023/24. Cllr Davis and Cllr Laming submitted an amendment to the budget to support the Warm Homes Programme by allocating £2m funds from reserves to finance the additional retrofitting of homes to improve their energy efficiency. The amendment was lost.

BDC submitted a response to the consultation on a revised National Planning Policy Framework which closed on 2 March. As your ward councillors we made our individual submissions which focussed on making housing targets advisory; utilising up to date housing projections; increasing the availability of affordable housing; retrofitting existing buildings; an emphasis on housing for older people; developers keep to approved plans; brownfield first developments; the protection of Best and Most Versatile land for food production; all local plans to include a carbon assessment; climate adaptation and energy efficient buildings made a priority; and neighbourhood plans to carry more weight.

Cllr Davis and Cllr Laming have both submitted individual views on the Norfolk County Council Devolution Deal Consultation and the GNLG Gypsy and Traveller site consultation.

BDC and South Norfolk councils have been successful in a bid to receive funding of £750,000 to deliver a range of digital and cyber transformation pilot projects this year.

Cllr Laming has forwarded a letter to parish councils in the eastern region towards Great Yarmouth to ask if they would like to sign a joint letter requesting reinstatement of the Postwick Park and Ride service.

BDC has updated its Regulation of Investigatory Powers Policy which aims to ensure that any surveillance activities undertaken by the Council are compatible with the human right to privacy and meet the requirements of existing legislation.

In July 2022 BDC engaged in a Peer Review with the Local Government Association to help look at its focus for the future. A small team of experts came to observe and engage with the work the council does and submitted a report and recommendations. A Joint Councillor workshop was held in December 2022 and a progress review was carried out in March. Work is continuing to progress the recommendations and part of this involves looking at the way in which SNC and BDC work together.

Some processes such as scrutiny will be aligned. Joint panel meetings will be held and Councillors will have some joint training sessions following the May elections.

The dates are now available for the Mindful Towns and villages training which will be held in Brundall at the Memorial Hall, but is open to people from all surrounding villages. If you know of any individuals/community groups who might like to undertake training to become a Mental Health Champion for a local community organisation please let them know the details. The training courses will be held on 17 May (evening) and 23 May (daytime). Online training is also available. Sign up is via the website.

<https://www.southnorfolkandbroadland.gov.uk/communities/mindful-towns-villages>

(Submitted by Cllr Jan Davis and Cllr Eleanor Laming 22/3/23)

2023-0032

PAYMENTS SUMMARY

PAYMENTS FOR March 2023

	Net	VAT	Gross
Parish clerk costs	£6,428.97	£0.00	£6,428.97
Office expense	£451.22	£50.09	£501.31
Telephone	£48.34	£9.67	£58.01
Room Hire	£108.00	£0.00	£108.00
Insurance	£20.11	£0.00	£20.11
Grass cutting monthly contract	£633.17	£126.63	£759.80
Street Lighting	£269.07	£49.95	£319.02
Handyman and cleaning	£500.00	£0.00	£500.00
Cemetery	£408.71	£81.74	£490.45
Cremer's Meadow	£63.66	£8.76	£72.42
Trees	£116.00	£9.20	£125.20
Warm Spaces Grant	£527.00	£0.00	£527.00
Sports Hub	£12,606.81	£2,521.36	£15,128.17

Total expenditure	£22,181.06	£2,857.40	£25,038.46
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RECEIPTS FOR March 2023

VAT	£76,851.42
Interest	£56.49

Total Income	£76,907.91
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HSBC Current A/C as at 24/3/23	£84,057.49
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HSBC Deposit A/C as at 24/3/23	£40,491.46
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Unity Bank A/C as at 21/2/23	£21,904.70
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Transfers to/from Deposit A/C from/to Current A/c	£0.00
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Transfers to/from BDC Parish Deposit	£0.00
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Transfers to/from Unity Bank	£0.00
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BDC Parish Deposit A/C as at 23/12/22	£58,016.03
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