

**MINUTES OF THE MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD IN THE JUBILEE HALL, BANNINGHAM
ON WEDNESDAY 18 DECEMBER 2019 at 7.30p.m.**

Present: Mr R Anderson-Dungar, Vice-Chairman
Mrs P Ashby
Mr S Clarke
Mr S Elliott
Mrs M Anderson-Dungar, Clerk

In the absence of the Chairman, the Vice-Chairman took the Chair; he welcomed Members, D Cllr Toye and 2 members of the public. He explained the procedure for public speaking and that the agenda was in a different format to allow full discussion of the budget.

01 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Mr J van Poortvliet and Mrs G Stark.

02 DECLARATIONS OF INTEREST AND DISPENSATIONS

There were no requests for dispensations; the following declarations of interest were made:

03 PUBLIC PARTICIPATION

The meeting adjourned to take questions/comments from members of the public.

The owner of one of the application sites addressed the meeting to update on the situation and the current position. Having returned to Norfolk, his intention was to develop the property as a family home to accommodate all 3 generations of the family on one site. There would be no enlargement of the footprint, and with family and planning difficulties, the project was a year behind schedule. He was aware of the history and would like to be able to proceed.

The other member of the public did not wish to speak.

Cllr Toye confirmed that the application at present was eligible for determination by the officer, unless it was called in for consideration/determination by the planning committee, in which case it would be the late January or early February meeting. Cllr Toye advised that the Enforcement officers would take no further action until determination of the application, and it was confirmed that work had stopped pending this. The Acting Chairman explained the history of the application and the Parish Council's submissions to NNDC which had largely been discounted.

04 RE-CONVENE THE MEETING

The meeting re-convened. It was agreed to bring planning applications forward to a point after Matters Arising.

05 MINUTES

Minutes of the Parish Council Meeting held on 20 November 2019 had been circulated, were **agreed** and signed by the Chairman.

06 INFORMATION ON MATTERS ARISING

The Clerk confirmed that the Biffa contract would end on 27 December 2019.

07 PLANNING APPLICATIONS

1. APPLICATIONS DETERMINED

There was nothing to report under this item.

2. APPLICATIONS FOR CONSIDERATION

PF/19/1974 Heppinn Barn, Norwich Walsham Road, Banningham NR11 7DU

Conversion of Barn to 2no. Dwellings (part retrospective)

Comments made during the adjournment earlier were taken into account during the discussion. Concerns were expressed regarding the public right of way (PROW), where matters had been confusing for local walkers throughout the process, as was the designation of the red and blue lines related to the application and ownership. Two plans had been provided which were different and did not acknowledge the right of way. The applicant confirmed that he would not wish to restrict walkers or obstruct the right of way. It was **agreed** that the footpath route should be clearly shown on all the plans.

It was suggested that the comment from the PROW officer should be included as a condition of any consent given.

Response of NO OBJECTIONS with comments about the footpath as outlined above.

PF/19/2057 Cedarwood, North Walsham Road, Banningham NR11 7DU

Replacement roof with higher ridge level to form first floor accommodation; single storey rear extension

The proposals were discussed. Reponse - SUPPORT

08 REPORTS/UPDATES ON AREAS OF COUNCIL RESPONSIBILITY

1. PLAYING FIELD

Mr Clarke presented the plan prepared by Dr Studholme, which had been marked out on site. Dr Studholme would be happy provide planting information and to design a 5-10-year management programme to ensure healthy growth. No further tree surgery to existing trees was recommended at present.

Contact had been made with Simon Case, Tree Officer at North Norfolk District Council, who was keen to assist as the proposals aligned with the District Council's programme to plant 110,000 trees across the District. North Norfolk District Council would provide trees free of charge.

It was important to consult the community, and to this end the Acting Chairman agreed to provide a blank copy of his previous plan so that this plan could be transposed on to it. It was **agreed** to issue a note to all households with an outline of the proposals, plus a copy of the plan, to invite comments for discussion at the next parish council meeting. However, in order to submit an application and to meet the winter planting time window, it was **agreed** to

proceed with the proposal as outlined, on the basis that amendments could be made at any time. Thanks were recorded to Mr Clarke and Mrs Ashby for their work, and to Mr Elliott for agreeing to write the narrative for issue to residents.

It was **agreed** to adjourn to take comments from the member of the public.

The importance of public consultation was emphasised using social media and traditional method, in particular delivery of the information and proposals to all households. It was also suggested that Greenfingers Gardening Club might be involved. Management was also important, particularly in the early stages. It had been observed that dog walkers arrived by car and exercised them. A request was made for dog waste bins.

Use of mulching decks would be included in the grounds maintenance tender.

The meeting re-convened.

2. VILLAGE HALL

The meeting earlier in the week was very positive and the report was in the course of production for discussion at the next meeting. A summary of part 2 of the report was tabled for information. A database, properly GDPR compliant, would assist in getting information out easily on a regular basis. It was suggested that the Village Hall could be the main topic for the 2020 Annual Parish Meeting.

3. VILLAGE GREEN

Mrs Ashby reported on the meeting with Dr Studholme; several ideas were made with regards to natural planting on the banks that already existed which would enhance the area at a relatively low cost. A plan would be provided. A hedge was suggested to soften the fence line without detriment to light and shade to the bowls green.

09 **SCHEME OF DELEGATION**

The Clerk had nothing to report

10 **CORRESPONDENCE/REPORTS**

1. Norfolk Constabulary

The newsletter previously circulated was noted.

2. Norfolk Constabulary – Meeting

The Chairman had requested a place to be booked. One place remained for the meeting on 24 February; Mr Anderson-Dungar agreed to attend.

3. Police Connect

Forthcoming dates had been circulated and were noted.

4. North Norfolk DC – VE Day 2020

The information previously circulated, but no-one was available to attend a meeting.

5. North Norfolk DC – Mental Health

Information on Mental Health Meeting 7 February 2020; this was noted, but no Councillor was available to attend.

11 FINANCE

1. SCHEDULE OF BILLS FOR PAYMENT

The Clerk presented the schedule, which was **unanimously adopted upon Mr Elliott's proposal, seconded by Mr Clarke.**

2. BANK RECONCILIATIONS

These had been circulated and were **unanimously adopted.** The Bank Statements were signed by the Acting Chairman.

3. BUDGET AND PRECEPT FOR 2020/21

The second draft was discussed in detail, and the following proposed by Mr Clarke, seconded by Mr Elliott was **agreed:**

- **To accept the recommendations in the revised budget**
- **To set a precept of £16034**

12 ADJOURNMENT

The meeting adjourned to take further comments.

The resident reminded the meeting of the need to include small area of car parking provision in one part of the field, and this was confirmed.

The resident was encouraged by the discussions this evening.

13 RE-CONVENE THE MEETING

The meeting re-convened.

14 RESPONSE TO PLANNING APPLICATIONS/ISSUES

This had been covered earlier.

15 ITEMS FOR INFORMATION/FUTURE AGENDA

Information:

- Nothing to report

Next Agenda:

- Suspend Standing order related to order of business to allow confidential discussion of village hall report on grounds of commercially sensitive information provided in confidence by third parties.
- Communications with residents

16 DATE OF NEXT MEETING

It was confirmed that the next Parish Council Meeting would be held on **Wednesday 15 January 2020** in the Jubilee Hall, Banningham at 7.30p.m.

17 CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 9.25pm.