

**MINUTES OF A VIRTUAL MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD ON WEDNESDAY 17 MARCH 2021 at 7p.m.**

The meeting was held under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations via Zoom

PRESENT: Mr J van Poortvliet, Chairman
Mr R Anderson-Dungar, Vice-Chairman
Mr S F Clarke (late arrival)
Mrs P Ashby
Mr S Elliott
Mrs M Anderson-Dungar, Clerk

The Chairman welcomed Councillors, D Cllr Toye, and 3 members of the public Mr Clarke would be late.

01 APOLOGIES FOR ABSENCE

All Councillors present.

02 DECLARATIONS OF INTEREST AND DISPENSATIONS

To receive Declarations of Interest in Agenda Items and to note any Requests for Dispensations – Mr Anderson-Dungar, item 10.4 R - allotments

03 PUBLIC PARTICIPATION

The meeting adjourned – no one wished to speak.

04 RE-CONVENE THE MEETING

The meeting re-convened.

05 MINUTES

Minutes of the Parish Council Meeting held on 17 February 2021 as previously circulated, were **proposed and confirmed** for signing at a later date.

06 INFORMATION ON MATTERS ARISING

Nothing to report under this item.

07 REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

Police – the latest newsletter had been circulated. With regards to speeding, the Clerk was asked to contact the Area Engineer to join the SAM rota.

District Council Cllr Toye updated on lead thefts, and the amenity site on Mill Road.

County Council - nothing from Cllr. Timewell. The meeting was advised that he would not stand for election in May.

08 BROADBAND – COMMUNITY PARTNERSHIP SCHEME

Mr Clarke joined the meeting at this point.

The Chairman welcomed Noel Bartram to the meeting. Mr Bartram explained that it was unlikely that FFTP (Full Fibre to the Premises) would come to our area in the foreseeable future – the nearest was Buxton which was scheduled for 2024. He had contacted Openreach for details of their Community Partnership Scheme and explained how this might work – but it was dependent upon public support. Support in principle from the Parish Council at this stage might encourage residents to express a no-obligation interest. Members were interested to explore further, and it was **agreed** that Mr Elliott and the Clerk should work with Mr Bartram on a special newsletter for distribution to residents and take it from there.

The Chairman thanked Mr Bartram, who then left the meeting.

09 MATTERS REFERRED FROM PREVIOUS MEETING

To consider the following items referred from previous meeting and agree action

1. NEWSLETTER/ANNUAL REPORT

The Clerk explained that the Annual Report is traditionally the report given by the Chairman to the Annual Parish Meeting. It was considered that this could also take the form of a measurement of progress against the Action Plan and **agreed** that Mr Elliott/the Clerk should prepare a discussion draft.

10 REPORTS/UPDATES ON AREAS OF COUNCIL RESPONSIBILITY

1. PLAYING FIELD

Update on progress – Mr Clarke updated the meeting as follows:

- Turf laid to the entrance, mesh has arrived and will be moved to the field with some volunteer help
- Posts to be installed to mark the car park area once the mesh is laid.
- First stage of wildflower planting to start next week
- First cut to take place early next week, Mrs Ashby to be the direct link with the contractor

The Chairman had looked at the eastern side of the field and located the chamber and the pipe in the ditch. The problem is caused by sediment from the road, and some digging had helped as the water levels in the ditch had dropped. When a digger is available, the Chairman would arrange for the ditch to be dug out.

Unauthorised work – This was unfortunate, since the person involved had given much time and energy to the playing field and the surrounding area in the past, and whose expertise and local knowledge was invaluable. It was **agreed** that the Chairman would approach the resident informally.

2. VILLAGE HALL

A meeting of the current Management Committee had been arranged in order that protocols for release of funds could be established. This was considered premature and potentially detrimental to the work carried out by the focus groups. After some discussion it was agreed that Councillors would meet

informally to work through the issues. Meantime the planned Management Committee meeting would be postponed.

Update on progress of working groups the marketing plan was expected to be ready just after Easter, the facilities group was gathering advice and quotations and the finance group had identified several potential funding sources. All information would be collated into a report for the April Parish Council meeting.

3. VILLAGE GREEN

Bulbs were through, and the Gardening Club had planted primroses in the bank by the Church.

4. ALLOTMENTS

Clearance and preparation work continued.

5. TELEPHONE BOX

Details/style for the information to be placed in the frames would be finalised via email in the coming weeks.

11 SCHEME OF DELEGATION

The Clerk had nothing to report.

12 CORRESPONDENCE/REPORTS

1. NORTH NORFOLK DC – TEXTILE BANK

Members noted the recycling credit of £15.90 for the year 2019/20. There was opinion that the textile bank did nothing to enhance the appearance of the front of the hall and gave a poor return. It was **agreed** that siting was something that Facilities could look at, as recycling banks might help to demonstrate sustainability in terms of potential grant funding.

2. NORTH NORFOLK DC

The adoption of the North Norfolk Landscape Character Assessment & Landscape Sensitivity Assessment Supplementary Planning Documents was **noted**.

3. NORFOLK COUNTY COUNCIL

The latest information on the Norwich Western Link was **noted**.

4. NORTH NORFOLK TOWN/PARISH FORUM

The Clerk updated Councillors on the recent meetings of the Forum and plans to reinstate the quarterly meetings at North Norfolk DC offices.

13 FINANCE

1. ADVICE/TRAINING SUBSCRIPTION FOR 2021/2022

The meeting considered information and prices from Norfolk Association of Local Councils (£107) and Norfolk Parishes Training & Support (£160.34). The Chairman proposed remaining with NPTS, seconded by Mr Elliott, and **unanimously agreed**.

2. CITIZENS ADVICE NORFOLK

Councillors considered the request for a grant, and **unanimously agreed** to award the £100 allocated in the 2020/2021 budget

3. SCHEDULE OF BILLS FOR PAYMENT

The schedule previously circulated was **adopted**.

4. BANK RECONCILIATIONS FOR FEBRUARY 2021

The document previously circulated was **adopted**.

5. LIST OF RECEIPTS/PAYMENTS 1 APRIL 2020 TO 28 FEBRUARY 2021

This had been circulated for information, as it reflected the current overall financial position with just one month left of the current financial year. With the car park works to the playing field funded from reserves, the Clerk would cross check to ensure that all the materials recently purchased for the field had been coded correctly.

14 **PLANNING MATTERS**

1. APPLICATIONS DETERMINED

Nothing at the date of publication of this Agenda.

2. APPLICATIONS FOR CONSIDERATION

PF/21/0068 The Old Rectory, Colby Road Banningham NR11 7DY
Replacement Wall to South west Side of Dwelling & Outbuilding (Retrospective)
The Clerk clarified that two applications were necessary as The Old Rectory is a Listed Building. Comments were made that without the photographs it would be difficult to identify the works.

LA/21/0069 The Old Rectory, Colby Road, Banningham NR11 7DY
Retention of works associated with Replacement Wall to south west side of dwelling and outbuilding
Comments as above.

PF/21/0404 Grooms Cottage, Briggs Loke, Banningham NR11 7DY
First Floor Rear Extension
Comments were made about the means of access to the highway. Briggs Loke is a narrow private road owned by Wheelers Meadow with rights of access to the other properties on the Loke. Comments had been received from Wheelers Meadow to this effect, together with concerns about access for construction traffic. It was suggested that materials might be unloaded at the junction of Briggs Loke and Colby Road. The Landscape Officer's comments were noted

15 **ADJOURNMENT**

The meeting adjourned to take further comments/questions from the public. The resident present expressed interest in the better broadband proposals. He asked for an update on the possibilities of a site meeting to consider grit bins/gritting on Bridge Road; the Clerk would follow up with the Area Engineer.

16 **RE-CONVENE THE MEETING**

The meeting re-convened.

17 **RESPONSE TO PLANNING APPLICATIONS/ISSUES**

The following responses were **agreed**:

The Old Rectory (similar for both applications)

Response is to SUPPORT with the following observations:

1. The red line for the application site includes more than necessary and there is no blue line to show the remainder of the ownership.
2. If photographs had not been included the council would not have been able to identify the wall in question from the drawings

GROOMS COTTAGE

Response to SUPPORT with the following observations:

1. The freehand proposals were not to an acceptable standard.
2. The red line on the application should include the means of access to the nearest highway
3. It should also be recognised that Briggs Loke is a single track and very narrow private road, which along with the banks on both sides, is owned and maintained by Wheelers Meadow. Grooms Cottage and the 2 other properties in Briggs Loke have right of passage over this road. The following concerns were raised:

- Potential damage to the Loke and/or banks by large and heavy delivery vehicles.
- there is no turning space at the bottom of the Loke, so large vehicles need to reverse in or out, increasing the likelihood of damage.
- Grooms Cottage has only a small parking area for use by delivery lorries/workers vehicles
- Similarly, there is little space for building materials to be crane off-loaded
- Vehicles/ materials must not block Briggs Loke

The Parish Council asks that should permission be granted, it should contain a condition that the applicant should provide a method statement to address the above issues and for this to be agreed before construction with the owners of Wheelers Meadow and the other properties with rights of passage over Briggs Loke.

The landscape officer's comments were noted. It appears that the ecological survey has not found evidence of bats but has identified points of possible access. However, although there is no evidence, an emergence survey is still required as it would appear that without it refusal has been recommended under policy EN9. The parish council would expect this to be conditioned as part of a permission rather than a reason for refusal.

18 ITEMS FOR INFORMATION/FUTURE AGENDA

It was **agreed** that as the report from the Village Hall working group was to come to the next meeting, that the agenda should be restricted to this plus essential/urgent items

19 DATE OF NEXT MEETING

To confirm the date of the next meeting as **Wednesday 21 April 2021 at 7pm** via Zoom.

20 CLOSURE OF THE MEETING

There being no further business the Chairman closed the meeting at 8.52pm

Signed (Chairman)

Date