

Blofield Parish Council

Minutes of the Meeting of Blofield Parish Council on Monday 13th September 2021 at from 7.30pm-10:00pm in Blofield Courthouse.

PRESENT

Stuart Smith, Sarah Dhesi, Paul Culley-Barber, Yvonne Burton, Stella Shackle, Pat Wilson, Joseph Scholes (arrived at item 6) and Sarah Osbaldeston (Clerk).

1. Welcome and Introduction to the meeting by Chair, Stuart Smith.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**
 - 2.1. Mary Moxon listened to the meeting online but did not take any part in voting. Rebecca Blezard sent her apologies which were accepted by the council.
3. **TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA**
 - 3.1. Items 7.5, 9, 10, 11, 22 - Paul Culley-Barber declared pecuniary interests.
 - 3.2. Item 22 - Yvonne Burton declared a pecuniary interest.
4. **OPEN FORUM - FOR PARISHIONERS TO RAISE QUESTIONS ON AND/OR MAKE STATEMENTS ABOUT MATTERS ON THE AGENDA AND TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR AND COUNTY COUNCILLOR**
 - 4.1. Three parishioners were present.
5. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9TH AUGUST 2021**
 - 5.1. Sarah Dhesi proposed (seconded by Yvonne Burton) the council approve the minutes of the meeting held on the 9th August 2021. The council unanimously resolved to approve this proposal and the minutes were duly signed by the chair.

Joseph arrived

6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
 - 6.1. Large dog waste bins outcome – Clerk (ME) to update Heathlands Community Centre
 - 6.2. Item 17.1 – The statement of common grounds feedback has been submitted.
 - 6.3. Item 19.1 – It was noted that the Courthouse is not a registered charity.
7. **TO CONSIDER COUNCIL FEEDBACK ON PLANNING APPLICATIONS RECEIVED FROM BROADLAND DISTRICT COUNCIL**
 - 7.1. Application: 20211571
Rear extension and revised access from public highway including internal and external alterations
Location: Minns Farm, Ranworth Road, Blofield, NR13 4PW
The council would like to make the following comments:
Would there be any overshadowing or loss of light issues for the Neighbouring property given the scale of the rear extension?
Is there sufficient car parking for a 6 bedroom dwelling.
A section of hedging will be lost to provide the new access from the highway and an existing tree removed as part of the extension works at the rear.
Would be good to see these removals offset by additional planting.
 - 7.2. Application: 20211583
Extension to existing dwelling
Location: 8 St Andrews Close, Blofield, NR13 4JX
The council would like to make the following comments:

Side and rear extension, to provide first floor bedrooms and remodeling of downstairs to provide a garage.

None of the existing bungalows on the close have similar styled extensions and so would create a precedent if passed. They are all single story dwellings and to have a two story extension would look out of place? Appreciate that the neighbouring property is two story and so would sort of blend in but is this strong enough grounds to object? Not in keeping with the surrounding area?

No other Material Considerations seem to be applicable nor Neighbourhood Plan policies. Note this dwelling did have an application for a standalone dwelling in the rear garden which was presumably been refused.

7.3. Application: 20200077

Erection of 4 dwellings & associated works (reserved matters appearance, scale, layout and landscaping) including surface water drainage. Discharge of Condition 7 Phasing of application 20161588

Location: Field South of Heathlands, Woodbastwick Road, Blofield, NR13 4QH

The council would like to object to this planning application with the following comments

We have serious concerns and reservations over this application, which we have always historically had and see no reason to alter that viewpoint now.

Drainage concerns

There is a dispute over the ditch ownership which underpins the drainage strategy for the entire site. The other drainage issue is the failed system at the end of the Dawsons Way development which this proposal and the admission from 20190844 planning papers from 27/09/2019 that the Bennetts site draining into a blind ditch system was wrong, therefore this application should be refused on those same drainage concerns.

The existing blind ditches proposed to be used by this proposal and that of the Bennetts development (and Dawsons Way) all terminate in an existing area defined as a HIGH surface water flood zone. Therefore, why redirect water flows from a low risk area to a high risk area?

We foresee that if this proposal is passed it will increase the risk of surface water flooding elsewhere which is contrary to the NPPF.

Road safety concerns

This proposal exits onto Woodbastwick Road, a road that already suffers from excessive speeding and alas there has been a road traffic accident in that area recently involving a child.

If this proposal is passed then we would want to see measures introduced that reduces speeding on that stretch of Woodbastwick Road and facilitates safe pedestrian crossing from Heathlands Community Centre to other side of the road for parents and children walking to Hemblington Primary School.

All things being considered, given the history of this site and proposals already passed for Blofield Heath, we feel this development is not required and should be refused planning permission.

7.4. Application: 20211486

Proposed rear single storey extension -

Location: The Old Stables, 6 Field Lane, Blofield, NR13 4RP

The council have no comments on this application unless the plans change.

7.5. Application: 20211483

Erection of single storey side extension of double garage for storage and single storey building for home office, guest bedroom, home gym, art studio with kitchenette and shower room

Location: Blythfield House, Shack Lane, Blofield, NR13 4DP

The council agreed the following comments:

Seen similar plans under a different application (20202368) – at the time I think the concern was around this being a possible sub division by stealth – which was later to be found was not the case. Full approval was given by Broadland on the previous application and conditioned accordingly :-

The use of the building hereby approved shall be incidental to the use of the main dwelling and shall not be occupied as a separate and un-associated unit.

*This time around an amended access is being provided and rather than the building looking like a house, the proposal is for a long building
Presuming that fact remains true, then I do not think any material considerations or Neighbourhood Plan policies apply.
The council would like to see the condition on the previous passed application should be applied to this one.*

- 7.6. To consider further comments for the Appeal for Land South of Yarmouth Road, Blofield, NR13 4LQ - Erection of 1no. dwelling with associated garden and parking - Appeal Ref: APP/K2610/W/21/3272395
The council would like to submit the following comments on this appeal (Joseph Scholes abstained from discussions):
Appeal – for a dwelling on the old PYO site adjacent to Norwich Camping.
Previous comments
Blofield Parish Council has reviewed this request and object to this application. They would like to make the following comments.
The proposal is outside the settlement limit in the current Development Plan
Blofield is a key service centre and is already delivering significant housing growth
The Parish council is disappointed that the applicant did not engage with them as suggested by Broadland District Council planning Manager.
The proposal would result in loss of agricultural land as the site was previously a PYO site and is adjacent to the allotment site.
Although plans have factored in the Highways England land requirements the plans for HE are not yet set in stone, so would seem odd to try to plan / build a dwelling when road reshaping, pathways and land requirements are not yet fully understood.
Waste and refuse collection - presumably the bins for this dwelling would need to be located at the entrance to Norwich Camping and so does this create a visibility issue for accessing the Norwich Camping site?
Applicant has ticked septic tank as foul water solution - not possible, have to have a water management system under most recent legislation.
Access to the site is locked and chained and at the close of Business hours, how would this development seek to provide emergency access to the dwelling in the event of an emergency whilst maintaining security for the business element?
New tree planting is good for screening off the A47 but other properties on the other side of the road had issues with noise and mechanical ventilation issues.
This is a very large property on a large 0.4ha site, the impact will be reduced by digging into the slope.
If approved then the council feel there ought to pedestrian crossing / speed reduction scheme implemented close to Norwich Camping site to aid pedestrian access to the site and reduce speeding on Yarmouth Road.

8. TO CONSIDER FEEDBACK ON ANY PLANNING APPLICATIONS RECEIVED SUBSEQUENT TO THE PUBLICATION OF THIS AGENDA

8.1. Dawsons Way (20211497) none material change:

The existing unadopted lane is single track with no turning area to the properties along it, so large vehicles have to reverse one way, when servicing properties along the lane. A 1.8m close boarded fence around plot 1 will pose a safety risk for all at the new junction as visibility will be considerably reduced.

A 1.8m fence onto a highway (as the road is to be adopted) is also a change from the mixed countryside hedge previously permitted and is against Blofield Parish Neighbourhood Plan Env 2 Soft site boundaries. The reason for the original hedge permission was to offset the mature hedge removed with the widening of the access onto Blofield Corner Road.

9. TO RECEIVE AN UPDATE FROM NCC CHILDRENS SERVICES / BROADLAND DISTRICT COUNCIL REGARDING THE NEW SCHOOL AND AGREE ANY NECESSARY ACTIONS (SJS)

9.1. Stuart Smith provided a summary of the position to date. Work to assist the Blofield Surgery expansion is taking place. See Appendix A.

9.2. The timeline of the new school is 2.5-3 years.

- 9.3. It was confirmed that Blofield Parish Council will take on the two smaller areas 1&2 of the Wyngates land as soon as possible. Sarah Dhesi raised a concern over possible box blight on the smaller areas of land. Clerk (ME) to raise this with Broadland District Council.
- 9.4. A proportion of Area 3 will be transferred at a later date, following additional works.
- 10. TO RECEIVE A LEGAL UPDATE ON THE TRANSFER OF WYNGATES LAND AND AGREE ANY NECESSARY ACTIONS**
- 10.1. Broadland District Council reported that the final draft of the land transfer agreement is with Norfolk Homes.
- 11. TO REVIEW THE RED LINE BOUNDARY PROPOSED BY NCC CHILDRENS SERVICES AND AGREE A SITE VISIT**
- 11.1. The council reviewed the red line boundary. It was agreed that the council would request a meeting with the surveyor to walk the boundary and review the finer detail. Clerk (ME) to arrange.
- 11.2. The council has discussed the possibility of an 'in and out' exit to a long car park along the road boundary of this land. The highways engineer thinks this will assist congestion in the parish and requested the council contact highways/ childrens services to discuss further.
- 12. TO RECEIVE AN UPDATE ON MARTY'S MARSH AND AGREE ANY NECESSARY ACTIONS**
- 12.1. The council are awaiting a District Councillors Members Fund application so that the Friends can submit a bid for a second bench on site.
- 12.2. The lecturn has now been repaired by the local handyman and is back in situ.
- 12.3. The clerk (ME) is chasing a date for a site meeting with an officer from the Environment Agency so that we can show them the work we have already undertaken and what our future plans are and seek their advice.
- 12.4. Works to the 3 trees, a Sycamore, Oak and Ash will be undertaken on 29th September. A volunteer work party has also been arranged to assist in moving the cuttings to the chipper that will be at the main vehicular access to the site.
- 13. TO RECEIVE AN UPDATE ON THE BRIDGE PROJECT AND AGREE ANY NECESSARY ACTIONS**
- 13.1. Sarah Dhesi provided a detailed update following the meeting the Cremers Meadow and Martys Marsh bridge working party on the 24th August 2021.
- 13.2. The council agreed to propose a joint parish partnership funding bid to Brundall Parish Council.
- 13.3. A site visit with the Green Infrastructure Officer and members of Broadland District Council has been arranged for 5th October 2021.
- 14. TO REVIEW QUOTATIONS FOR GATES ON FOOTPATH 12 AT THE CHURCHYARD BOUNDARY**
- 14.1. Following a brief discussion Stuart Smith proposed (seconded by Sarah Dhesi) the council choose a standard pedestrian gate (option A) with company A (used previously by the parish council) for the boundary between the churchyard and the footpath 12. The council unanimously resolved to approve this proposal. Clerk (SO) to contact Blofield Parochial Church Council to seek approval. Following their agreement this proposal needs to go to the Diocesan for Archdeacon approval.
- 14.2. Following discussions with the companies a kissing gate would not fit well and not be easy to use as there is a 5ft width with a 4ft pedestrian gate.
- 14.3. Clerk (SO) to report large dangerous nails/bolts protruding from the sleepers along footpath 12 beyond the churchyard boundary.
- 15. TO RECEIVE AN UPDATE ON THE CHURCHYARD WALL REPAIRS AND AGREE A NEW QUOTATION**
- 15.1. The council reviewed the references for the proposed churchyard wall repairs company. Stuart Smith proposed (seconded by Sarah Dhesi) the council proceed with Medieval Masonry making the repairs to the churchyard wall. The council requested an up-to-date quotation and if under £5,500 agreed to proceed. The council unanimously resolved to approve this proposal. Clerk (ME) to action.
- 15.2. Clerk (ME) to chase headstone repairs.

- 16. TO RECEIVE AN UPDATE REGARDING COURTHOUSE ASBESTOS SURVEY, FULL SURVEY AND WINDOW REPAIRS AND AGREE ANY NECESSARY ACTIONS**
- 16.1. The asbestos survey has taken place and we are now awaiting the fully completed survey from the surveyor. Clerk (ME) to chase.
- 16.2. The window renovation was discussed in detail. Sarah Dhesi proposed (seconded by Stuart Smith) the council proceed with the window replacement at a cost of £2,720+VAT. The council unanimously resolved to approve this proposal. Clerk (ME) to complete the planning application for consent and advise the contractor/Courthouse Management Committee.
- 16.3. The council have received one scaffolding quotation. The council agreed to obtain a further two scaffolding quotations as the cost of this work is so expensive. Clerk (ME) to liaise with the Courthouse Management Committee and obtain further quotations.
- 17. TO RECEIVE AN UPDATE REGARDING THE COUNTRY PARK LAND LINKED TO THE 20171386 MEMORIAL HALL BRUNDALL DEVELOPMENT AND AGREE NEXT ACTIONS**
- 17.1. The council received an update on the country park land. Broadland District Council have confirmed that both Brundall and Blofield parish councils have expressed an interest in developing the country park and taking ownership of this land. The council unanimously agreed to consider the possibility of working together on this project with Brundall Parish Council. Clerk (ME/SO) to arrange a meeting with Brundall PC and Charles Judson from BDC.
- 17.2. Clerk (SO) to chase a site visit with Hopkins Homes.
- 18. TO RECEIVE AN UPDATE FROM THE NCC HIGHWAYS MEETING**
- 18.1. Sarah Dhesi and Stuart Smith provided a detailed report of all matters discussed with our local Highways Engineer. Clerk (ME) to chase the repair to the SAM Speed sign.
- 19. TO APPROVE INVOICES FOR PAYMENT, NOTE COUNCIL FUNDS AND REVIEW INTERNAL MONTHLY CHECKS**
- 19.1. Stuart Smith proposed (seconded by Paul Culley-Barber) the council approve all payments of vouchers #88 - #93 totalling £8,639.37 (see Appendix B). The council unanimously resolved to approve the proposal. Clerk (SO) to make payments.
- 20. TO NOTE ADJUSTMENTS TO THE AGAR FORM FOR THE FINANCIAL YEAR TO 31/3/2021**
- 20.1. Update to be brought to the October meeting.
- 21. TO AGREE THE PURCHASE OF A MOBILE PHONE FOR THE PARISH COUNCIL**
- 21.1. The council agreed to investigate this further taking into account costs, mobile reception in clerk locations etc.
- 22. TO RECEIVE AN ALLOTMENTS UPDATE FOLLOWING QUARTERLY MEETING AND SITE INSPECTION**
- 22.1. Sarah Dhesi reported that the allotments look neat and tidy and the majority of plot holders have been working hard and are on top of their plots. Clerk (ME) to write to 3 plot holders regarding upkeep on their plots.
- 22.2. The pest control is working well and keeping on top of pests.
- 22.3. The next meeting of the working party will take place on 7th February 2022. A site inspection will take place on this day too. The Allotment Association hope to have their AGM in March/April 2022.
- 23. TO FURTHER CONSIDER A DOCTOR'S SURGERY 'THANK YOU' GIFT**
- 23.1. Sarah Dhesi proposed (seconded by Stuart Smith) the council make a donation of £300 to the Doctors Surgery as a 'Thank You' gift towards a new 24 hour Blood Pressure machine. The council unanimously resolved to approve this proposal. Yvonne will bake a cake.
- 24. TO RECEIVE AN UPDATE FROM THE MHH MEETING 25TH AUGUST 2021**
- 24.1. Sarah Dhesi updated the council on the Margaret Harker Hall. They are currently looking for a new bookings' secretary. The Vice-Chair is taking time off the committee. The hall and grounds are experiencing a lot of minor vandalism and antisocial behaviour.

- 25. TO NOTE PARISHIONERS CONCERNS OVER BUS PARKING ON WOODBASTWICK ROAD OPPOSITE THE TAMARIND RESTAURANT**
- 25.1. The council agreed to contact the new bus company, First Direct, to request they do not stop outside the Tamarind Restaurant and wait for their route time to commence. This causes road safety issues on Woodbastwick Road. Clerk (ME) to contact the bus company accordingly and update the parishioner.
- 26. TO RECEIVE AN UPDATE ON THE NORFOLK STRATEGIC FLOOD ALLIANCE AND AGREE ANY ACTIONS**
- 26.1. Clerk (ME) to submit document with photos when available.
- 27. TO RECEIVE AN UPDATE ON THE QUEENS JUBILEE CELEBRATION IDEAS**
- 27.1. Joseph Scholes updated the council with his findings to date. Sarah Dhesi proposed (seconded by Stella Shackle) that the council agreed to contact the village halls to see if they would be interested in a tree planted on site to commemorate the Queens Platinum Jubilee in 2022. In addition, the council agreed to contact Hopkins Homes regarding the naming of their play area. Joseph Scholes will draft suitable wording for the Marty Marsh Bench plaque.
- 28. TO REVIEW CORRESPONDENCE FROM HIGHWAYS ENGLAND REGARDING PROW FOOTPATH 7**
- 28.1. The council agreed to await the completion of the ongoing works on the A47 then write to Hopkins Homes and NCC with reference to action required by Highways England regarding PROW footpath 7. Clerk (SO) to action.
- 29. TO NOTE MEETING FOR A PROPOSED BRUNDALL AND BLOFIELD MENS SHED AND AGREE ATTENDANCE**
- 29.1. No councillors were available to attend, however the allotments association have been made aware of this opportunity.
- 30. TO NOTE A REVISED FOOTPATH REPORT AND AGREE ANY NECESSARY ACTIONS**
- 30.1. The council noted the revised footpath report. Yvonne Burton advised that the footpath along the A47 bank from Plantation Road to the Loke is overgrown again and has been reported.
- 31. TO CONSIDER ANY FURTHER ACTIONS TO STOP BUS SHELTER GRAFFITI**
- 31.1. The council discussed the ongoing graffiti issues within the parish and decided to monitor the situation. The handyman has successfully cleaned off the graffiti in the bus shelter.
- 32. TO AGREE CANCELLATION OF THE OCTOBER AND NOVEMBER PLANNING MEETINGS**
- 32.1. Stuart Smith proposed (seconded by Sarah Dhesi) the council cancel the October and November planning meetings in light of Melanie Eversfield's resignation. The council unanimously resolved to approve this proposal. If extensions are not possible the council will circulate applications by email for comment.
- 33. TO RECEIVE THE CLERK'S REPORT & CORRESPONDENCE**
- 33.1. The Licensing Team is currently reviewing the Hackney Carriage and Private Hire Vehicle Policy and Conditions which apply to all licensed Operators, Vehicles and Drivers in Broadland. The consultation period begins on 6 September and ends on 1 November 2021. Comments to the Licensing Team at licensing@broadland.gov.uk or call 01603 430574.
- 33.2. The Broadland Community Clear Up will be running from 1st September to 31st October 2021. The Keep Blofield Special Group have been advised.
- 33.3. The Transport for Norwich Strategy Consultation will run for 6 weeks from 26th August 2021 to 8th October 2021.
- 33.4. The Lingwood Resource Hub and partners have organised an evening discussion on Climate Change with our Broadland MP, Mr Jerome Mayhew. The Question & Answer session will run on the evening of Friday 24th September starting at 7 pm in Lingwood Village Hall.
- 33.5. Confirmation of TPO 2021 No.5 has been allocated to a tree on the footpath adjacent to Oak House, 34 Yarmouth Road, Blofield.

- 33.6. Following correspondence about the future of the bench, the council agreed to contact the handyman to take away the bench outside the Londis and sand down and treat it in preparation for a new home.
- 33.7. Correspondence received regarding the external new structures at the Londis on The Street. Broadland District Council have been contacted about this.
- 34. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA**
 - 34.1. To consider remembrance wreath purchase and Tommy Soldier purchase.
 - 34.2. Focal Point / Newsletter.
- 35. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL PLANNING MEETING**
 - 35.1. Monday 27th September 2021 at 7:30pm at Blofield Courthouse.
- 36. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL MEETING**
 - 36.1. Monday 11th October 2021 at 7:30pm at Blofield Courthouse.
- 37. TO RESOLVE TO PASS A FORMAL RESOLUTION (UNDER THE PUBLIC BODIES AND ADMISSIONS TO MEETINGS ACT 1960) TO EXCLUDE THE PRESS AND THE PUBLIC FOR THE REMAINING AGENDA ITEMS (SJS)**
 - 37.1. The council unanimously resolved to pass the above resolution.
- 38. TO RECEIVE A STAFFING UPDATE AND AGREE ANY NECESSARY ACTIONS**
 - 38.1. The council noted Melanie Eversfield's resignation. The council agreed Sarah Osbaldeston (the Clerk), Stuart Smith and Sarah Dhesi (plus another councillor if required) work together to recruit a replacement.

There being no further business the meeting closed at 10:00pm.

Signed.....

Dated.....