

Blofield Parish Council

Blofield Parish Council October Meeting Minutes of the online virtual meeting of the Parish Council on Monday 2nd November 2020 at 7.30-10.00pm.

PRESENT

Stuart Smith, Sarah Dhesi, Mary Moxon, Paul Culley-Barber, Rob Christie, Yvonne Burton, Stella Shackle, Joseph Scholes and Sarah Osbaldeston (Clerk) and Melanie Eversfield

1. Welcome and Introduction to the meeting by the Chair, Stuart Smith.
- 2. TO CONSIDER APOLOGIES FOR ABSENCE**
 - 2.1. Pat Wilson sent her apologies which were duly approved by the council.
- 3. TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
 - 3.1. Items 11, 13 & 26 – Paul Culley-Barber declared a pecuniary interest.
 - 3.2. Item 11& 26 – Yvonne Burton and Rob Christie 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. District Councillor Justine Thomas sent her apologies. There were no parishioners present at the meeting.
- 5. TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5TH OCTOBER 2020**
 - 5.1. The Parish council unanimously resolved to approve the minutes and were duly signed by the chairman.
- 6. TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
 - 6.1. Locals parishioners have met with Cllr Justine Thomas regarding drainage in the Blofield Corner Road area.
 - 6.2. Item 8.3 - Aldersbrook planning application – this has been turned down by BDC planning.

Joseph Scholes left the meeting

- 7. TO RECEIVE A REPORT FROM NCC HIGHWAYS MEETING REGARDING WOODBASTWICK ROAD / MILL ROAD SAFETY MEASURES AND AGREE ANY NECESSARY ACTIONS**
 - 7.1. The following detail was noted from the meeting.
 - 7.2. Speed reduction measures on Woodbastwick Road/Mill Road - With regard to the request for a formal crossing mentioned in a T40 report from the police which may have been mentioned to residents, such infrastructure tends to be funded on the back of development. Although a crossing has been mentioned in a wider planning document, it transpires that this would most like only be a pram crossing (ie just dropped kerbs) on the back of that planning document. Norfolk County Council will though retain a formal request on record should funding opportunities arise in the future. (This is therefore long term)
 - 7.3. Again, physical traffic calming measures, such as pinch points mentioned on site, tend to come on the back of new developments, or if a location hits a certain road safety accident site criterion. I therefore see funding for such an investigation as longer term and associated with future development similar to the crossing above.
 - 7.4. School Part time 20 signing (which could include Mill Road and Woodbastwick Road) could be a more medium-term measure to seek NCC or third-party funding for. (This could be funded via Parish Partnership Bid at a cost of approximately £7,000).

- 7.5. Shorter term measures include our road safety team being in contact with the school and making available some on-line safety training. NCC will also look to add a 30mph roundel on Woodbastwick Road (once our contractor has snagged the issue with the gateway signs to the north of Heathlands.)
- 7.6. *Dropped curb by Heathlands second exit* - Paul stated that this is on the list to do and he will chase.
- 7.7. *New bins around the Parish* - Melanie stated that the Council would be looking to install a waste bin in the layby on Woodbastwick Road and also a dog waste bin by Marty's Marsh entrance at Bay Bridge. Paul stated that subject to Melanie completing the relevant licence paperwork he did not see a problem with these locations.
- 7.8. *Village Signs* - Paul stated that he was just as frustrated as the Council that this was still ongoing and up in the air. He has requested a site meeting with the contractor to try and sort the issues out.
- 7.9. *Footpath improvements on FP12* - Paul thought that this was a good Parish Partnership project and would send costings to Melanie. This has come back at £5,000.
- 7.10. *Westbank boundary ownership at Marty's Marsh* - Paul has made a request to the boundary team to find out where NCC's boundary finishes. He has informed me that this could take a few weeks to come back due to their workload.
- 7.11. *New Village signs* – the council agreed a ring of weed killer around the base of each sign would protect the signage when grass cutting is taking place. Clerk (SO) to contact Garden Guardian.
- 7.12. *Playground signage* - will go up near to the Margaret Harker Hall.
- 7.13. *Yellow lines* - now in position both sides of Yarmouth road.
- 7.14. Installation of a SAM signpost – Clerk (ME) to request the installation of a (previously agreed) post on Woodbastwick Road near Heathlands to make it possible to use the speed sign down this end of the village.

Joseph Scholes re-joined the meeting

8. TO CONSIDER A PARISH PARTNERSHIP FUNDING BID FOR 2021/22

- 8.1. Following a brief discussion, Sarah Dhesi proposed (seconded by Yvonne Burton) the council submit a Parish Partnership funding bid for 2021/22 for part time 20mph speed signage on Mill Road and Woodbastwick Road. If the bid is successful, the total cost to the parish council would be approximately £3,500. The council unanimously resolved to approve this proposal. Clerk (ME) to action.
- 8.2. Sarah Dhesi also proposed (seconded by Yvonne Burton) the council submit a Parish Partnership funding bid for 2021/22 for improvements to footpath12 from the bridge leading to Braydeston Church to the stile at Blofield Church at a cost of approximately £2,500 to the parish. The council unanimously resolved to approve this proposal. Clerk (ME) to action.

9. TO RECEIVE AN UPDATE REPORT ON CURRENT PROJECTS AND APPROVE ANY NECESSARY ACTIONS

- 9.1. Melanie Eversfield presented her report to the council.

10. TO RECEIVE AN UPDATE REPORT ON MARTY'S MARSH AND APPROVE ANY NECESSARY ACTIONS

- 10.1. A detailed report on the erosion to the boundary watercourse and culvert has been provided by a retired Civil Engineer. Rob Christie proposed (seconded by Sarah Dhesi) the council write to the environmental agency regarding the councils concerns and seek their views and hopefully their responsibility for the matter. The council resolved to approve this proposal. Clerk (ME) to action.
- 10.2. Stuart Smith proposed (seconded by Rob Christie) the council invite Matthew Davies to come back to site (at a cost of £50 per hour) to advise on health and safety matters on site and to update the Management Plan with reference to Natura Sites to satisfy planning conditions of the planning consent. The council unanimously resolved to approve this proposal. Clerk (ME) to action.
- 10.3. Clerk (ME) to query if there is a public right of way or a permissive right of way in the planning consent document?
- 10.4. Sarah Dhesi reported that the scouts had a working party over half term on Marty's Marsh and did a great job. The council thanked them for all their hard work and enthusiasm.
- 10.5. Sarah Dhesi proposed (seconded by Joseph Scholes) the council approve having 7 cuts per year at a cost of £70 per cut (with Garden Guardian) of the footpaths in Marty's Marsh. The council unanimously resolved to approve this proposal. Clerk (SO) to action.
- 10.6. Broadland District Council (BDC) have now advised they will be arranging payment of the £15,000 grant towards set up costs of Marty's Marsh.

- 10.7. In light of the second national lockdown starting on the 5th November the council agreed to cancel the Marty's Marsh working party scheduled for Saturday 8th November. Yvonne Burton to advise the working party group.
- 10.8. Sarah Dhesi / Melanie Eversfield have resubmitted the Highways England designated funds application for support with funding for Marty's Marsh.
- 10.9. The cubs have offered to build bat and bird boxes for Marty's Marsh. Stuart Smith proposed (seconded by Rob Christie) the council spend up to £50 on wood for the boxes in the event the Cubs are unable to source any for free. The council resolved to approve this proposal.

11. TO RECEIVE AN UPDATE REPORT ON BLOFIELD ALLOTMENTS AND APPROVE ANY NECESSARY ACTIONS (SD)

- 11.1. Sarah Dhesi provided a detailed report on the Allotment site following the recent health and safety site inspection. Various problems on site have been identified including evidence of rats on site and pot holes at the entrance to the site, boundary hedges require cutting etc. A draft letter was approved to send out to all plot holders raising concerns over various matters on site and providing a date of the end of November to carry out a further inspection of the site to look at improvements.
- 11.2. Pest control on the allotment site was discussed in detail. Sarah Dhesi provided details of all pest control visits for Spring/Summer 2020. Visits from the current pest controller have been inconsistent and no reports have been provided after each visit. Joseph Scholes proposed (seconded by Sarah Dhesi) the council move to another pest controller, this was agreed by the council (5 – for, against – 0, not voting – 3). Sarah Dhesi agreed to obtain quotations from pest controllers within the council budget.
- 11.3. The council agreed to place a laminated list of rules and regulations on the allotment site (Stuart Smith / Melanie Eversfield to arrange).
- 11.4. The council agreed to issue a copy of the chicken policy to those plot holders keeping chickens on their plot.

12. TO RECEIVE AN UPDATE REPORT ON HIGHWAYS ENGLAND A47 ROAD CHANGES AND DESIGNATED FUNDS

- 12.1. Section 42 notices have now been issued to all plot holders by Highways England regarding the A47 road changes.
- 12.2. Sarah Dhesi and Stuart Smith attended another online meeting with Highways England. They reported that once a redline showing what land is likely to be needed for the new road is established Highways England will visit the allotment site and mark where the line will fall. This will then provide further clarity on the overall impact to the allotment site. This was hoped to be at the beginning of December (pre-announcement of Lockdown 2.0). It is thought that work will commence in March 2022.
- 12.3. The council have been informed that designated funds for play equipment has been refused. Clerk (SO) to advise Margaret Harker Hall and Heathlands Management Committee.

13. TO RECEIVE AN UPDATE REPORT ON THE NEW SCHOOL

- 13.1. The councillors provided updates on meetings that have taken place. It was noted that the 3 parcels of land for open space at Wyngates is more or less at the point of transfer to Broadland District Council (BDC).
- 13.2. Possible community use of part of the new school building and grounds was discussed with NCC Childrens Services. Stuart Smith proposed (seconded by Sarah Dhesi) the council look at the feasibility of taking on the Blofield School outdoor swimming pool. The council resolved to approve this proposal. Feasibility to be commenced at the next community project working group meeting (16th November 2020).
- 13.3. The council agreed to meet with Nigel Harris (BDC head of planning) to discuss feasibility from a planning perspective. Clerk (ME) to action.
- 13.4. Rob Christie proposed (seconded by Sarah Dhesi) the council ask for a little more of the 'old school land' to enable access to the swimming pool. The council approved this proposal. Clerk (ME) to action.

14. TO NOTE ANY ACTIONS FOR THE NORFOLK COUNTY COUNCIL STREET SCENE INSPECTION OF BLOFIELD

- 14.1. The council agreed to review if previous reported items had been actioned and request the following (Clerk ME to action):
- 14.1.1. Standing water at Hall Road junction with Woodbastwick Road
 - 14.1.2. Kings Head standing water – drains to be cleared
 - 14.1.3. Bullacebush Lane standing water – drains to be cleared
 - 14.1.4. Corner near McDonalds roundabout is deteriorating and requires repair
 - 14.1.5. North Street and The Street drains need unblocking.

Mary Moxon left the meeting

15. TO CONSIDER A REPORT AND COSTINGS FOR TWO NEW RUBBISH BINS IN THE PARISH

- 15.1. Following a brief discussion, the council agreed these were the best locations for the bins and agreed to purchase, install and pay for regular collections of two new bins:
- 15.2. A general waste bin in the layby on Woodbastwick road between Holly Lane and Bullacebush Lane.
- 15.3. A dog waste bin at the entrance to Marty's Marsh on Bay Bridge, Brundall Road
- 15.4. The total purchase and installation of the two bins would be approximately £200 and the annual collection costs for both bins would be £374.40. The council unanimously resolved to approve this proposal. Clerk (ME) to action.

16. TO CONSIDER COUNCIL ATTENDANCE AT THE ONLINE BROADLAND TREE WARDEN NETWORK ANNUAL GENERAL MEETING ON THURSDAY 5TH NOVEMBER

- 16.1. No councillors will be attending this meeting.

Mary Moxon returned to the meeting

17. TO APPROVE A £100 DONATION TO THE ROYAL BRITISH LEGION

- 17.1. The council unanimously resolved a donation of £100 to the Royal British Legion.

18. TO APPROVE INVOICES FOR PAYMENT

- 18.1. Rob Christie proposed (seconded by Paul Culley-Barber) the council approve all payments totaling £7,888.82 (see Appendix A), vouchers #105 - #133. The council unanimously approved this proposal. Clerk (SO) to make payments by BACS.
- 18.2. The council noted the total bank balance at 2nd October 2020 of £599,312.28 (see Appendix B) of which, £476,955.09 are CIL funds held in the BDC deposit scheme (plus interest of £3,396.72).

19. TO NOTE RECEIPT OF FURTHER CIL FUNDS

- 19.1. Community Infrastructure Levy funds of £73,823.12 has been received for the period April 2020 – September 2020. Stuart Smith proposed (seconded by Rob Christie) the council transfer these CIL funds to the BDC Parish Deposit Scheme. Clerk (SO) to enquire if any further CIL funds are expected for the parish council.

20. TO RECEIVE THE CLERK'S REPORT

- 20.1. To note that sadly Brenda Dawson, a former parish councillor, passed away on the 22nd October 2020. Brenda was involved in many parish committees and contributed so much to parish life.
- 20.2. Concerns have been raised by a parishioner regarding the grass cutting too close to tree roots on Blofield Corner Road. Clerk (SO) to liaise with Garden Guardian.

21. TO RECEIVE AN UPDATE ON THE CHARITIES AND PARISH COUNCIL TRAINING

- 21.1. Stuart Smith found the training informative.

22. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA

- 22.1. Appointment by the parish council of a Heathlands Management Trustee to replace Brenda Dawson.
- 22.2. Appointment of a Blofield Relief in Need and Reeve Education Foundation Trustee to replace Brenda Dawson.
- 22.3. Allotments pest control
- 22.4. Community Project update
- 22.5. Speed watch update

23. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL PLANNING MEETING

23.1. Monday 16th November 2020 online at 7:30pm.

24. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL MEETING

24.1. Monday 7th December 2020 online at 7:30pm.

25. TO RESOLVE TO PASS A FORMAL RESOLUTION UNDER THE PUBLIC BODIES ADMISSIONS TO MEETINGS ACT 1960 TO EXCLUDE THE PUBLIC AND PRESS FOR THE FOLLOWING BUSINESS

25.1. The above resolution was approved by all councillors present.

26. TO DISCUSS COUNCIL LAND MATTERS

26.1. The council continues to explore all opportunities to purchase allotment land. Both landowners of the current rented allotment land have advised the council they are not able to sell this land to the parish council.

26.2. A community project council working party meeting has been set for Monday 16th November.

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

Signed.....

Dated.....