

Great and Little Plumstead

P a r i s h C o u n c i l

A Meeting of Great & Little Plumstead Parish Council was held on Monday 12th February 2024 at 7.00pm at Great Plumstead Village Hall

PRESENT: Mr J Wiley (Chairman) Mr S Vincent (Vice-Chairman)
Mrs M Bullen Mr A Cawdron
Mrs L Carty Mr R Claxton
Mr G Edwards Mr R Heath
Mr P Knowles
Mrs T Scott (Clerk)

- **Police Report** – Thorpe End – 1, Little Plumstead – 2, Great Plumstead - 2
- **County Councillor Report** – Norfolk County Council were able to remove some changes to services due to additional funding from the Government, however this is a one off funding and only goes so far to closing the considerable gap in the council's finances for 2024/25. A balanced budget has been agreed by the senior finance and will be presented on Tuesday 20th February. The Council will still be spending more on its core statutory duties regarding adult care and child care than in 23/24. The Council have been able to invest in new recycling centres, library services, fire and rescue equipment and estate as well as highway repairs. Norfolk is now ranked second out of all county councils for its road maintenance. The Council has also been able to use government funding to start new and later bus routes. More information about the budget can be found on the Norfolk County Council website. Councillor Mackie will be chairing the Audit and Governance Committee, one area of our work is regarding anti-fraud policies and processes. Councillor Mackie's Highways and Environment Grant is available from April 2024 and the Parish Council are welcomed to put forward ideas. Councillor Bullen has already contacted to enquire about additional pathways from the Broadland Business Park, which Councillor Mackie has taken to Highways. Additional drainage works have been requested on Broad Lane in Little Plumstead which Highways are dealing with. Highways are also dealing with larger drainage works on Hospital Road, Little Plumstead. From the 1st February 2024 all Norfolk residents who hold a disabled concessionary travel pass will be eligible for free bus travel 24 hours a day, 7 days a week when travelling within the county. Norfolk County Council and the Royal Norfolk Agricultural Association have joined forces to launch a new Norfolk Rural Business Awards. The awards will be launched on 6th February at the annual Norfolk Farming Conference and are designed to recognise the essential nature and huge important of Norfolk's rural communities and businesses to the region. The entry form for nominations to each category can be found online at www.norfolk.gov.uk/norfolkrruralbusinessawards. The entry deadline is 19th April 2024. Judging will include a visit to all shortlisted business and each finalist will be asked to participate in a short film. *The Councillors reported that the hedge cutting along Hospital Road, Little Plumstead was not cut well and a large amount of cuttings were left on the pathway. This causes huge issues with pedestrians as the thorns a large and get into*

bike/pram wheels and also stick into dogs feet. This has been reported back to the Rangers/Highways already but will be chased up.

- **District Councillor Report** – The funding roll-over for the medical centre was confirmed in January after it had to be applied for again from the DHSC for the 2024/25 financial year. The hydraulic modelling report for the site was delayed and Councillor Harvey is awaiting an update on this and the Saffron Homes detailed proposal to submit for served matters approval. Both the NHS and Saffron Homes were aiming to start construction in the “Summer” however Councillor Harvey is waiting for confirmation of a more detailed plan, and am continuing to push to bring the date of the foot/cycle path forward. There is still a small amount of Winter Pressures grant funding available for Broadland residents. Funding is for a maximum of £1500 per group and can be used for projects such as supporting warm spaces, providing hampers/gifts for vulnerable households, purchasing warmth providing equipment for those in need. Projects need to be engaged with other local support and the Help Hub and need to be delivered by March 2024. For more information and an application form can be found on the Broadland District Council website. BDC has a new Help Hub outreach vehicle which is initially going out to visit designed Warm Spaces in the district and will alter be going out to other settings where Help Hub support could be useful. Advice on benefits, debt welfare, isolation, anti-social behaviour and domestic abuse will be available. A feedback report on progress made has been received from the Local Government Association Corporate Peer Challenge Team which visited the Council for a second time on 13th October 2023. Good progress has been made by the Council following the initial visit made in July 2022. Councillor Harvey’s Ward Grant has been allocated for the purchase of a replacement shed for Friends of Little Plumstead School, for equipment storage to allow them to carry on their activities. The government has provided £9.6m funding assistance for the Nutrient mitigation in Norfolk. Norfolk Environment Credits Ltd will start trading in a few weeks’ time. Work is ongoing to produce the Broadland District Council Plan for 2024-2028. The plan identifies key priorities, aims and activities for the new 4 years and will be adopted in the Spring. This is supported by a separate document called the Delivery Plan, which gives more detail on the planned programme of work for 2024-26. The finalists for the BDC Business Awards have been announced and the awards ceremony will be on 5th March 2024 at Norwich City Football Club, details can be found on the Broadland DC website. BDC received funding in 2022 from the government Rural England Prosperity Fund. Up to £50,000 will be allocated to create a content creation kitchen at the Food Innovation Centre. The remaining funds have been allocated to the Rural Business Builder programme to provide grants of up to £25,000 for eligible businesses. The Broadland Community Tree Planting Grant Scheme is still available for this tree planting season up to March 2024. It is open for community groups, town and parish councils and charities to plant trees in Broadland. Funding can cover the cost of trees, planting, fencing and guards for protection, as well as aftercare to ensure the trees have the best chance of survival. Grants of up to £1000 per application area available. The Business Regulatory support hub service has been reviewed. This provides licensing and regulatory advice and support for local businesses. Uptake of the service has increased over time and businesses report strong satisfaction with the service. A review has been undertaken of an Anti-Social Behaviour pilot service run by the council. An increased focus on early intervention has been successful in ensuring the council has resolved cases effectively and efficiently and promoted community safety. Demand on the service has been increasing, with complaints commonly relating to neighbour noise, fly tipping and waste-related behaviour and noise from commercial premises. *The land behind*

Astley Road, Little Plumstead which is owned by Flatlands has been reported to Broadland District Council to see what pressure can be put onto the landowner to maintain the trees.

- **Public Participation** – The parishioners reported that there is a serious littering issue on Broad Lane, Little Plumstead. The Councillors asked whether the parishioners would be willing to be put together a litter pick, similar to what happens in Thorpe End. The parishioners questioned what is happening to the rubbish which was left by the travellers on Thorpe End Drive, it was confirmed that this would fall to Norfolk County Council and will be reported to them. There is a speeding issue on Broad Lane, Little Plumstead coming towards the junction with Norwich Road. Parishioners were asked whether they would be interested in setting up a Community Speed Watch scheme, which needs a minimum of 3 members. The Parish Council will look into whether the SAM2 sign can be placed there and will need Highways permission first. Councillor Bullen questioned whether signage could be installed on Broad Lane to bring speed awareness to the motorists. It was discussed that there is a flooding issue on Hospital Road (close to the entrance to the Octagon) but the water did not seem to be flowing to the pond on the otherside of the hedge, this will be reported to Highways for this to be investigated.

AGENDA

1. APOLOGIES FOR ABSENCE

Councillor Jones

2. DECLARATIONS OF INTEREST

Councillor Bullen – Item 7b and 7c.

Councillor Wiley – Item 6

3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON MONDAY 8TH JANUARY 2024

Proposed – Councillor Heath. Seconded – Councillor Knowles. All agreed.

4. TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA: FOR INFORMATION ONLY

The Parish Council were successful in their Tree Planting Grant. The trees have been planted in the Walled Garden and Rosebery Fields.

5. TO RECEIVE CORRESPONDENCE

- **Invitation to Infrastructure Meeting** – To take place on Wednesday 21st February 2024 at 6.30pm at Jubilee Hall, Salhouse. Councillor Cawdron will potentially attend.
- **Road Closure – Norwich Road, Little Plumstead** – Norwich Road from its junction with Sandhole Lane for 100m eastwards to facilitate works for a pole renewal on the 14th February.

6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

2024/0014	Greenways, 5 South Walk, Thorpe End	Removal/Variation of Condition (S73/S19)	No objection. The front first floor rooms are lit by Velux rooflights only, we under that it is a chalet bungalow but does this cause any safety/escape issues
Councillor Wiley left the room			
2023/3699	Land east of Church Field, Little Plumstead	Phased development of up to 10 self and custom build houses and ancillary works site	<p>The existing consent is for 7 houses and the "exception" for their consent outside any development area and in open countryside was the "villas in the landscape 1920/30's" historical reference and passivhaus construction. This is now declared "completely unviable" and it is suggested that 4 additional sites be added to raise the number to 11 and the certified "Passivhaus" requirement be removed. (The numbering and plot changes from the original are confusing in the documentation. It is assumed the 10 house reference is because 1 property is already constructed). The objection is raised primarily because of the loss of passivhaus certification, although encouragement is given to "get as close as possible", as this was a primary reason for the permission being granted. It is recognised that this requirement is not easy to achieve and adds costs to the property but removal of a primary reason for consent is not a good precedent.</p> <p>The other primary reason for objection is that the design and access statement notes that the scale and massing 'have a domestic scale and rectilinear floor plan' with massing as two storey broken by single storey elements. The argument is provided that the 11 (10), will be smaller in scale than originally intended for the 7 to make them more accessible in terms of cost and build, yet this is completely offset by the provided proposals for Plot 8 with floor plan dimensions exceeding 20 plus metres all round and appearing disproportionately large on the development site. The Parish Council believes that this is an overdevelopment of the site</p>

			which will put additional pressure on the local infrastructure. All 11 hours also exit onto the same private road.
Councillor Wiley returned to the meeting.			
2023/3325	56 Broadland Drive, Thorpe End	First floor extension to side over garage and kitchen area. Front dormer. Single storey rear extension replacing conservatory. Part garage conversion with associated façade changes.	No further comments
2023/3845	Little Plumstead Hospital, Hospital Road, Little Plumstead	Replacement hard-standing with a new car park surface with 30 bays. Filter strip swale and pond/wetland and concrete manhole soakaway.	No further comments
2024/0068	Braemar House, Reeves Corner, Great Plumstead	Outline planning permission for 1 single dwelling with detached garage and new access including access, appearance, layout and scale with landscaping reserved	No objection but have the following comments. The site entry to the NE corner of the site must remove existing hedging and utilises a channel drain to a soakaway. Despite the application saying there is no flooding risk, this is the very pond and area that has routinely flooded the road at times of heavy rainfall. (As with other recent applications the Clinic proposals may reduce this problem). To say that surface water drainage for the extensive roofs will be dealt with by soakaway is a risk, to add to the existing flooding situation. The outline application excludes the landscaping proposal.
2024/0004	Heath Farm Norwich Road Little Plumstead Norfolk NR13 5JG	New agricultural entrance and hedge removal (updated plans)	The amended application increases the removal of hedgerow which, as stated in our previous application, brings large issues. There is no mention in the application that the applicant will be taking into account the bird nesting season. The proposal does not explain what it is accessing, but it does not appear to be just a field. There does not appear to be an updated comment from Highways on the amendment of the entrance, we would like to see this before any decision is made. The plans are not of a high quality and are sketches, these should be proper drawings.

			A "shed" has appeared on the application drawing which is not noted in the application. Clarification is needed as to what this is. We support our previous comments on this application.
2024/0004	Heath Farm, Norwich Road, Little Plumstead	New agricultural entrance and hedge removal	The amended application increases the removal of hedgerow which, as stated in our previous application, brings large issues. There is no mention in the application that the applicant will be taking into account the bird nesting season. The proposal does not explain what it is accessing, but it does not appear to be just a field. There does not appear to be an updated comment from Highways on the amendment of the entrance, we would like to see this before any decision is made. The plans are not of a high quality and are sketches, these should be proper drawings. A "shed" has appeared on the application drawing which is not noted in the application. Clarification is needed as to what this is. We support our previous comments on this application

7. TO DISCUSS PARISH PROJECTS

a. WALLED GARDEN – TO DISCUSS THE REQUEST TO INSTALL A NEW SHED

The Walled Garden have requested to install a shed on the piece of land behind the shop, this is for Men's Shed but is open to all. Proposed – Councillor Bullen. Seconded – Councillor Claxton. All agreed. The Parish Council asked for an updated plan showing all the sheds, greenhouses etc on the site.

b. GREAT PLUMSTEAD RECREATIONAL PERIOD – TO GIVE AN UPDATE ON THE PROJECT, TOGETHER WITH DISCUSSION ON THE LATEST PLANS AND DETAILS FOR PLANNING APPLICATION

The Parish Councillors agreed to move this item to the end of the meeting.

Councillor Bullen left the meeting.

David Bullen Limited has produced plans which the bowls club, scouts and committee are happy with. The changing rooms will come into the field approximately 10m, Councillor Heath confirmed that this will still allow the football activities to take place. The Scouts were happy that the parade square was being retained but were concerned with the loss of area between the Scout Hut and the new activity building but with the plan of making this hard standing it would mean the area becomes all weather. Councillor Wiley thanked the group for all their hard work. The Councillors were happy to go to planning and to complete the planning application. The Clerk will get quotes for the leases for the new buildings. Proposed – Councillor Edwards. Seconded – Councillor Cawdron. All agreed.

c. GREAT PLUMSTEAD RECREATIONAL PROJECT – TO DISCUSS AND SIGN QUOTES STAGE 2 AND 3

The Parish Councillors agreed to move this item to the end of the meeting.

The Councillors agreed to accept David Bullen’s quotes for Stage 2 (Detailed layouts, initial CGI visuals followed by final CGI design) and Stage 3 (Final scheme design including external CGI visuals, completion of formal elevation drawings, compiling of all reports and documents for the planning application, planning application form and submission). Proposed – Councillor Carty. Seconded – Councillor Claxton. All agreed.

d. PADGATE – TO DISCUSS THE QUOTATIONS RECEIVED TO REPLACE THE POSTS ON THE TRIM TRAIL

The Parish Council have received quotations for the replacement of posts on the trim trail. The quote from NJS for £575 was accepted. Proposed – Councillor Heath. Seconded – Councillor Edwards. All agreed.

8. TO AGREE PAYMENTS IN ACCORDANCE WITH THE BUDGET AS LISTED

The following accounts were agreed in accordance with the Budget:

Payments

Bank Balance	Nat West	£43,640.64	30.01.2024
Bank Balance	Scottish Widows	£41,342.71	31.01.2024
Bank Balance	Broadland Deposit Account	£316,359.96	31.03.2023
<u>Payments</u>			
T Scott		Salary and expenses	£1,343.31
HMRC		Monthly Payment	£114.52
Norfolk Pension Scheme		Monthly Payment	£435.75
Norfolk Parish Training & Support		Training	£106.00
Information Commissioner		Annual Fee	£40.00
Andrew Cawdron		Refund - Trees and accessories	£321.08
E.A.S		Pitch Marking	£162.00
		TOTAL	£2,522.66
<u>Receipts</u>			
Allotment Holder		Annual Fee	£18.00*
Allotment Holder		Annual Fee	£15.00*
Allotment Holder		Annual Fee	£30.00*
Bowls Club		2nd Rent Installment	£300.00*
Bowls Club		Water Rates	£753.37*
Allotment Holder		Annual Fee	£30.00*
Allotment Holder		Annual Fee	£15.00*
Allotment Holder		Annual Fee	£93.00*
Allotment Holder		Annual Fee	£33.00*
Allotment Holder		Annual Fee	£33.00*
Unity Bank		2nd Precept Installment	£27,417.46*

Allotment Holder		Annual Fee	£22.50*
		TOTAL	£0.00
Outstanding Cheques			
Target Trees		Padgate Tree Works	£720.00
Garden Guardian		Grounds Maintenance	£9,285.60
Broadland District Council		Dog Bin Charges	£1,254.60
St David's Church, Thorpe End		Hire Charges	£136.00
		TOTAL	£11,396.20
Current Account Balance after above payments made and outstanding cheques cleared will be approximately			
			£29,721.78
* already included in the accounts stated above			

Proposed – Councillor Knowles. Seconded – Councillor Carty. All agreed.

Bank Balance	Unity Bank	£29,075.86	12.02.2024
<u>Payments</u>			
David Bullen Limited		Great Plumstead Recreational Project	£1,800.00
David Bullen Limited		Great Plumstead Recreational Project	£2,400.00
		TOTAL	£4,200.00
<u>Receipts</u>			
Broadland District Council		S106 Refund	£15242.63*
		TOTAL	£0.00
Outstanding Cheques			
		TOTAL	£0.00
Current Account Balance after above payments made and outstanding cheques cleared will be approximately			
			£24,875.86
* already included in the accounts stated above			

Proposed – Councillor Edwards. Seconded – Councillor Knowles. All agreed.

a. TO DISCUSS GRANT TRAINING

The Clerk has requested to attend Grant Application training on the 13th March, to help facilities grant funding for future projects. Cost £40. All agreed.

9. TO DISCUSS THE IVY ISSUE ON THE TREES ON THE BOULEVARD, THORPE END

The Parish Council confirmed that they are not responsible for the trees on the green.

10. TO DISCUSS THE LEAF CLEARANCE ON BROADMEAD GREEN, THORPE END

A quote will be obtained for the leaf clearance.

11. TO AGREE THE BUDGET AND PRECEPT FOR 2024/25

The Budget which was put together by the Finance Group was presented to the Parish Council. It was proposed to set the precept at £55,706.55 which is an increase of 3.48% from last year.

Proposed – Councillor Edwards. Seconded – Councillor Heath. All agreed.

12. TO DISCUSS AND AGREE THE INTERNAL AUDITOR FOR 2023/24

The Clerk has obtained some quotes for the internal auditor for the accounts for 2023/24, the Parish Council agreed to go with Jan Roomes. Proposed – Councillor Bullen.

Seconded – Councillor Cawdron. All agreed.

13. TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING OF GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL

The date of the next meeting is Monday 11th March 2024 at 7.00pm at St David's, Thorpe End

14. TO RECEIVE ITEMS FOR THE NEXT AGENDA

There being no further business the meeting closed.

Signed:

Chairman

Date: