

# 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 10<sup>th</sup> June 2024 at 7.00pm at St David's Hall, Thorpe End**

**PRESENT: Mr J Wiley (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** – April 2024 - Thorpe End – 2, Little Plumstead – 5, Great Plumstead - 0
- **County Councillor Report** – Councillor Mackie is sponsoring the new signs at the Walled Garden. The signs on the nearby carpark by the church are on hold whilst Broadland District Council confirms its wishes. The County Council has announced the finalists for its first ever rural business awards. Details can be found: <https://www.norfolk.gov.uk/article/59006/Finalists-for-first-ever-Norfolk-Rural-Business-Awards-are-announced>, this will hopefully become a regular feature at the Royal Norfolk Show. If you have not received the latest copy of Your Norfolk please follow the link: [https://www.norfolk.gov.uk/media/33123/Your-Norfolk-Magazine-Spring-2024/pdf/i7Your Norfolk Magazine Spring 2024.pdf?m=1710239775900](https://www.norfolk.gov.uk/media/33123/Your-Norfolk-Magazine-Spring-2024/pdf/i7Your%20Norfolk%20Magazine%20Spring%202024.pdf?m=1710239775900). Councillor Mackie congratulated the Parish Council on their approved planning application for the Great Plumstead Recreational Ground. There will be repair works on the 17<sup>th</sup> June on the NDR and Postwick Roundabout. Councillor Mackie wished the Friends of Little Plumstead Primary all the success with their forthcoming Plumfest which takes place on the 29<sup>th</sup> June 2024.
- **District Councillor Report** – Work on the Saffron Homes development on Green Lane East is still expected to start late summer, Councillor Harvey continues to chase BDC, NHS and Saffron Homes for updates on a regular basis. Councillor Harvey is still waiting for a response with regards to the drainage strategy for the Little Plumstead Hospital planning application, once this is received the planning officers will be able to make a recommendation. Hare Road, Great Plumstead was approved by planning. The Smee Lane development was called in to the planning committee on the following basis – goes against the policy 2 for parking – missing 78 parking spaces. Goes against policy 3 as there is no plan to link up the parish with pathways. Orbit Housing were informed back in 2021 that the parking was incorrect and there have been no movements to change this. On 16<sup>th</sup> May 2024 a Nutrient Mitigation Fund was launched following an award of £9.6m capital funding from the government. Funding is being used for a £200,000 feasibility grant scheme to develop new mitigation projects (which will pay for scientific studies, legal advice, and financial modelling) and a capital loan scheme to front fund mitigation projects. Norfolk Environmental Credits Ltd is now trading credits to offset pollution of major waterways in the district. The BDC Strategic Plan for 2024-2028 identifies key priorities, aims and activities for the next 4 years.

<https://www.southnorfolkandbroadland.gov.uk/downloads/download/1175/broadland-district-councils-strategic-plan-2024-2028>. The Council Tax Assistance Scheme at BDC is currently being reviewed. BDC adopted the following policies at the Main Council on 24<sup>th</sup> May 2024 – Domestic Abuse Housing Association Client Policy, Tenancy Policy, Temporary Accommodation Placement Policy, Private Rented Sector Offer Policy, Procedure for reviewing homeless decisions. BDC elected a new Chair, Councillor Adrian Tipple at their AGM on 23<sup>rd</sup> May 2024, Councillor Caroline Karimi-Ghovanlou was elected to the post of Vice-Chair

- **Public Participation** – Jordan King from Delta Fire, together with Daisy Hill from Collective Community Planning attended the meeting to discuss the potential project of installing a wind turbine on the Delta Fire plot on Broadland Business Park. The proposal is to help with Delta Fire’s project to become net zero by 2025. The Councillors asked about the height and sound levels which will be produced, Ms Hill confirmed that these are to be confirmed shortly. The Councillors agreed that the project sounded good but could not confirm their support due to the missing details. Ms Hill and Mr King confirmed that the next steps were to confirm landscaping, noise and ecology assessment.

## AGENDA

### 1. APOLOGIES FOR ABSENCE

Councillor Vincent and Jones

### 2. DECLARATIONS OF INTEREST

Councillor Bullen – Item 7e

### 3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 13<sup>th</sup> MAY 2024

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

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

The Clerk is still chasing for the speed sign for Broad Lane, no response from Highways yet. Mr Pearson has confirmed that he will investigate the speed sign on Smee Lane and whether this can be moved. Councillor Heath and Bullen confirmed that there is also an unused sign on Low Road, Great Plumstead which could also potentially be moved to somewhere else in the parish. The quote for the bench on Plumstead Green is awaited. The development on Hare Road, Great Plumstead has been approved. The Councillors asked for the underground pipe on Hospital Road (next to the Octagon Barn entrance) is reported to Councillor Mackie and Highways as it is blocked which is causing the road to flood. The hedge along Hospital Road will be reported to Cripps again, the issue is dangerous as cars are veering onto the wrong side of the road to avoid the hedge. The Clerk will ask for an updated tree survey from Cripps for the whole of the woodland and to focus on the trees bordering the Walled Garden and along the roadside. The pathway along Old Hall Road needs cutting back as it is hanging too low, this is the responsibility of the Management Company and will be reported.

## 5. TO RECEIVE CORRESPONDENCE

- Full fibre rollout – Parish wide – The initial planning phase is complete and work is about to start in the area. For more information please visit [ww.cityfibre.com/projectgigabit](http://ww.cityfibre.com/projectgigabit).
- Thorpe End Village Hall – Grounds maintenance – A further correspondence from the Village Hall regarding the Parish Council no longer maintaining the area in front of the Hall which is not owned by the Council. They have stated that parishioners have been previously told that they are not to access the land either side of Plumstead Road as it is privately owned, the Parish Council confirmed that they are not aware of this and believed that both greens were open to the public.

## 6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

2024/1371	21 Kevill Davis Drive, Little Plumstead	Single storey rear extension	No objections. The application squeezes an already small back garden even smaller. There is a change in the level between the adjoining owner and the new extension is understood. The extension will make the remaining room of the existing house darker in terms of natural daylight.
2024/1451	46 Sandhole Lane, Little Plumstead	Single storey extension	No objections
2024/1569	Dormer Lodge, 14 Plumstead Road, Thorpe End	Single storey flat roof rear extensions, garage conversion and entrance sliding gate	The application will reduce the amount of carparking at the property.

## 7. TO DISCUSS PARISH PROJECTS

### a. TO DISCUSS THE CIL/S106 FUNDS LEFT ON THE ROSEBERY FIELD PROJECT

The Clerk confirmed that there is currently the following (approx.) amounts left from the Hamilton Close development: CIL – £45,841.61 and S106 - £15,622.35. £1401.61 approximately must be spent at the Rosebery Field location as it is ringfenced. The rest of the monies will be allocated to the Great Plumstead Recreational Ground Project, if any future projects are undertaken at Rosebery Fields this will be taken out of future CIL and S106 monies.

It was discussed that the Councillors should put together a wish list for the Rosebery Field development for when the CIL and S106 monies are put together. Councillor Cawdron confirmed that the pathway will need a further topping to bind the material together better.

### b. TO DISCUSS THE WATER SITUATION AT ROSEBERY FIELDS

The Clerk was asked to gather in quotes to install a standpipe at Rosebery Fields. This will need to be locked.

**c. TO DISCUSS THE TENNIS COURTS IN GREAT PLUMSTEAD AND THE FUTURE PLAN**

The Clerk confirmed that the lease on the tennis courts will expire on 22 January 2033. The current leasees can assign the lease to someone else if they would wish to. The Councillors discussed the possibility of the courts coming under the Parish Council's remit – It is likely that the current surface of the court will need to be replaced. There would have to be an online booking system. The area would have to be routinely inspected. Ongoing maintenance would have to be budgeted for. Future S106/CIL could be used for this project. It would be a good asset for the recreational ground and the parish. The electricity for the lights would need to be looked at. Councillor Wiley is going to speak to the current leasee.

**d. TO DISCUSS A MEMORIAL BENCH FOR COUNCILLOR JOHNSON**

The Councillors discussed that the memorial bench will go into the corner of Great Plumstead field, which will replace the bench which is currently in place. The Councillors decided on a four-seater recycled material bench and the Clerk will come back with quotes. The Councillors will personally pay for the plaque for the bench, which will read (subject to approval) "In memory of Councillor David Johnson for his services to the community."

**e. TO DISCUSS THE GREAT PLUMSTEAD RECREATIONAL PROJECT AND UPDATE ON CURRENT PROGRESS**

The Councillors are waiting for the tenders to be received. The tender process ends on the 28<sup>th</sup> June. The Councillors and Clerk will meet and open them in accordance with the standing orders.

**8. TO DISCUSS THE POTENTIAL MAINTENANCE TO THE HEDGE INSIDE THE EAST WALL OF THE CHURCHYARD IN LITTLE PLUMSTEAD**

The east wall of the Walled Garden is becoming overgrown from the churchyard. Councillor Cawdron and Heath will undertake a wall inspection this month.

**9. 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	<b>£23,545.19</b>	30.05.2024
Bank Balance	Scottish Widows	<b>£41,501.55</b>	31.05.2024
Bank Balance	Broadland Deposit Account	<b>£330,308.59</b>	31.03.2024

Payments

T Scott	Monthly payment	£1,320.20
HMRC	Monthly Payment	£105.74
Norfolk Pension Scheme	Monthly payment	£428.32
J Cator	Hire - Sandhole Lane	£173.31
RJW Carpentry	Padgate - Repairs to trim trail	£450.00
Jan Roomes	Internal Auditor	£85.00
	<b>TOTAL</b>	<b>£2,562.57</b>

Receipts

Great Plumstead Village Hall	Annual Fee	£10.00*
Thorpe St Andrew - Jaguars	Football Hire Fee	£15.00*
	<b>TOTAL</b>	<b>£0.00</b>

**Outstanding Cheques**

**TOTAL £0.00**

**Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately

**£20,982.62**

\* already included in the accounts stated above

Proposed – Councillor Claxton. Seconded – Councillor Cawdron. All agreed.

Bank Balance	Unity Bank	<b>£64,850.65</b>	14.05.2024
<u>Payments</u>			
EAS	Hedge - Crowes Loke	£708.00	
	<b>TOTAL</b>	<b>£708.00</b>	

Receipts

**TOTAL £0.00**

**Payments Awaiting Authorisation**

**TOTAL £0.00**

**Current Account Balance** after above payments made and **outstanding cheques cleared** will be approximately

**£64,142.65**

\* already included in the accounts stated above

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

**a. TO AGREE PLAY AREA INSPECTION TRAINING**

For Councillor Rice as the new play area inspector for Great Plumstead Play Area. The cost is £60 with the training to take place on 8<sup>th</sup> August. Proposed – Councillor Edwards. Seconded – Councillor Bullen. All agreed.

**10. TO DISCUSS WHAT ITEMS SHOULD GO ONTO SOCIAL MEDIA THIS MONTH**

Planning applications and Great Plumstead Recreational Project.

**11. TO RECEIVE AND ADOPT THE STATEMENT OF ACCOUNTS AND BALANCE SHEET FOR THE YEAR TO 31<sup>ST</sup> MARCH 2024, TO APPROVE THE ANNUAL RETURN FORM, AND TO REVIEW THE EFFECTIVENESS OF INTERNAL AUDIT**

The Internal Audit has been completed for the financial year ending 31<sup>st</sup> March 2024. The internal auditor made the following recommendations: Update the Standing Orders shown on the website. Update the equal opportunities policy to equality policy and publish. Review Insurance in 2024 as the Council has a three year deal. Add Data Protection Policy and Health and Safety Policy to the website.

**12. 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 8<sup>th</sup> July 2024 at 7.00pm at Little Plumstead Village Hall

**13. TO RECEIVE ITEMS FOR THE NEXT AGENDA**

Allotment Finances, Parish wide tree survey, Public rights of way deadline, Thorpe End bench quote, Great Plumstead Tennis Courts.

There being no further business the meeting closed.

Signed:

Chairman

Date: