

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 14th October 2024 at 7.00pm at St David's, Thorpe End

PRESENT: Mr J Wiley (Chairman)

Mrs M Bullen

Mr A Cawdron

Mrs L Carty

Mr R Heath

Mr P Knowles

Mr R Rice

Mrs T Scott (Clerk)

- **Police Report** – August 2024 - Thorpe End – 2, Little Plumstead – 2, Great Plumstead - 0
- **County Councillor Report** – Councillor Mackie has been following up the discussion regarding the path to the Rackheath Medical Centre, a conversation has been had with the County Councillor and District Member about the scheme. There is a possible development that may prove fruitful in the configuration of the site. More updates will follow soon. Councillor Mackie has been approached by residents on the Willows, Little Plumstead about the anti-social parking on Penrice Road. This will be raised with PC Jennings. Parking on the cycle path is unacceptable and an offence. Councillor Mackie thanked everyone who has written in support of the rail station proposal included in the Norfolk Rail prospectus, there is still time to have your say. The survey closes on the 21st October and comments can be submitted to <https://orlo.uk/FWVPJ>. Have your say on the Norfolk Library Service, the survey only takes 10 minutes. <https://norfolk.citizenspace.com/community-services/shaping-norfolks-libraries-customer-survey>, the deadline for comments is 30th October. Councillor Mackie is holding County Councillor Surgeries at St Williams Way, Library on 19th October, 16th November and 14th December between 12.30 – 1.30. Residents can dispose of hazardous household waste free of charge on the Hazardous Waste Day. More information can be found on the Norfolk County Council website. The County Council is already 600,000 trees planted towards its target of 1 million. The County Council is offering up to 50% off tree packs for individuals, schools, community groups and landowners across Norfolk. Visit <https://orlo.uk/84nVI> for more information. The NDR will be closed overnight at various points in stages, starting with Taverham. The NDR section at Thorpe End to Postwick will be closed on evenings for repairs and maintenance, 4th – 8th November. Hare Road drainage scheme, the landowner has confirmed that the proposed pipe can go across their land, at this time Highways are looking at mid to late summer 2025 as that is when the crop will be in offseason.
- **District Councillor Report** – No report received.
- **Public Participation** – Parishioners attended the meeting to confirm that no work has been undertaken by Flatlands, only random invoices have been received from them over the years. Broadland District Council need to enforce the Section 106 Agreement with Flatlands. A HORN template letter can be completed and sent to the local MP. The roads and paths are still maintained by Whimpey. No official fishery was established, it was suggested by Mr

Edwards that this would happen but he does not own the strip of land to access the land from Witton Lane. The Parish Council will ask Broadland District Council to set up a meeting to include the local MP, the District Council, County Councillor if he wishes to attend (the County Council does not have any jurisdiction in this matter) together with a Broadland officer who is involved in the Section 106 agreement.

AGENDA

1. APOLOGIES FOR ABSENCE

Councillor Jones, Vincent and Edwards

2. DECLARATIONS OF INTEREST

Councillor Bullen – Item 7c and 7d

Councillor Heath – Item 7a

3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 9TH SEPTEMBER 2024

Agreed. Proposed – Councillor Heath. Seconded – Councillor Bullen

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

The Smee Lane, Great Plumstead development was approved at the planning committee meeting. A new company has been set up for Flatlands and is responsible for the management of the woodland/meadow in Little Plumstead. Councillor Wiley confirmed he will send through prices for a new waterbutt, together with installation.

5. TO RECEIVE CORRESPONDENCE

- **Rackheath Health Hub – First Look** – To take place on 26th November at 11am.
- **Tree Preservation Order – Brick Kiln Road, Little Plumstead** – Approved.
- **Broadland and South Norfolk Design Code** – Comments are invited. Details are on the website. Deadline for comments 5pm on 11th November 2024.
- **Tree Preservation Order – Low Road, Great Plumstead** – Approved.
- **Land at Green Lane East, Little Plumstead – Confirmation of road names** – Some road names have been put forward, the Clerk will go through these to make sure that none are already in use.
- **Parish Carbon Literacy Training** – Councillor Wiley confirmed to attend on 27th November
- **Parish Partnership Bid** – No projects were identified.
- **Grit Bin Audit 2024** – It was identified that the grit bin on Old Hall Road, Little Plumstead is not listed. Two grit bins needed to be removed on the list, noted as being at Great Plumstead Hall and Salhouse Road, Little Plumstead.
- **Road Closure – Sandhole Lane, Little Plumstead** – 14th – 23rd October
- **Road Closure – Broad Lane, Little Plumstead** – 21st October to 23rd October
- **Road Closure – Church Road, Great Plumstead** – 25th October – 1st November

6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

2024/2660	Unit 1, Railway Farm, Norwich Road, Little Plumstead	Retention of change of use from agricultural to storage/distribution	<p>To be called in.</p> <p>It is difficult to see where this application has been updated, but there is a limited design and (no mention of) access statement dated September 2024 and it is declared as a retrospective application for 540 square metres for B8 use, storage and distribution building, which was constructed without consent.</p> <p>The application form states the <i>site</i> area as 540 sq. metres, when it is much larger. This is just the extension size.</p> <p>The application states 8 car parking spaces as existing and retained. The Parish Council have observed that this number is often exceeded (16 full time employees are noted on the application). There is no mention of the HGV access requirements, on Monday 23rd September at 5.10pm there were 4 x 42ft long lorries loading and unloading. One lorry had to reverse out onto the 60mph road.</p> <p>There is no bio-diversity net gain declared. There has never been an internal plan submitted or determination of foul drainage provision. We have raised the matter of welfare for employees with Broadland District Council previously, but this has not been answered or explained. Where are the toilet and welfare provisions for 16 people together with an explanation for how foul drainage is dealt with? This application states that no foul drainage is required (for the extension), but then states yes to connections to existing.</p> <p>Similarly with provision for surface water to a "soakaway". This building has now doubled in size to 2000 square metres, but no details of surface water drainage provision have ever been shown or defined.</p> <p>The application also states that collection for refuse or waste is "as existing" but this</p>
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			<p>has also never been previously defined or declared.</p> <p>This proposal has added (without consent) 540 significant square metres to an original building stated for agricultural use only, that was constructed at just below a 1000 square metres (for permitted development purposes), consented 2020 1533 (03/08/20) for an agricultural storage building for crops and machinery, was first extended under 2021 1661 (13/09/21) by 450 square metres with a condition 4 stating that the "premises shall be used for agricultural storage use only and for no other purpose". The Parish Council has been aware that the building has been used by a Company called Hexeal for storage and distribution purposes, (B8 commercial), for over 2 years with significant HGV use, the application states that this use started on 2nd July 2024. This has been raised with BDC previously and again deferred. The Parish Council regards these manipulations of a planning system designed to assist agricultural operations as a deliberate and planned approach to gain consent for buildings to be erected in the open countryside and subsequently used for commercial B8 operations. The application is noted as being "extension to existing commercial unit", this is not a commercial building – planning application 2024/2432 to change use from agricultural to mixed commercial was withdrawn. Planning application 2024/0614 to change of use from agricultural to mixed commercial use for storage was withdrawn. This application is incorrect as the building is still agricultural.</p>
2024/2660	Unit 1, Railway Farm, Norwich Road, Little Plumstead	Extension to existing commercial unit (retrospective)	To be called in. Comments as above.
20221003	Land off Green Lane East, Little Plumstead	Reserved matters application for details of appearance, layout,	The Parish Council noted that the application makes reference to infiltration testing was carried out but there was similar testing which was carried out for

		landscaping, scale and access of 130 residential dwellings following outline planning permission 20200202	<p>the NDR works which has resulted in the two lagoons as water has failed to drain as predicted. The potential flood spots to the North (entrance area of Green Lane East) and South remain a risk. The use of amenity space to act as infiltration areas also remains a risk as the amenity area(s) may be too wet to use.</p> <p>The Parish Council has yet to see the traffic generation anticipated from the Health Centre, care facility and the 130 housing units along this cul de sac road. The Parish Council would also wish to see a positive inset bus stop placed onto the Thorpe End link road from the NDR before the railway and road bridges. This would allow a direct, positive link from the estate to reduce long walks to either the Salhouse or Plumstead Road bus stops. Broadland District Council are already aware of the need for the footpath/cycle way to link up with Thorpe End to avoid the dangerous and restricted road section between the Thorpe End Village Hall and the NDR provision. It is a clear danger when the new health facilities are being constructed at the present time, how are the residents of Thorpe End and beyond meant to access these facilities safely? Some documents refer to Crimson Development Homes, it brings into question who owns and will be responsible for the SUDS, landscaping and amenity/play areas. Who are the managing company and how will this be managed and paid for?</p> <p>The multiple use for the site also requires great care and attention to the conflict of dark skies policies versus safety on the footpaths for infirm or challenged residents and visitors to the care and health facilities and again, the ongoing maintenance of any safety lighting, crossings etc.</p>
2024/2773	Heath Farm, Norwich Road, Little Plumstead	Change of use from agricultural to mixed commercial use	<p>To be called in.</p> <p>The building has only recently been completed and has never been an agricultural building. There is no</p>

			information contained confirming the travel assessment to and from this site, any previous traffic assessments were based on an agricultural building. There is no information for the provision of facilities for the staff for any commercial use, this building was of course built as an agricultural unit.
2024/2769	Glebe Lodge, Broad Lane, Little Plumstead	Construction of new vehicular access	No objection. The application form states under "trees and hedges" that no work or pruning is required when the site plan, accompanying letter and photograph clearly shows that the hedge will require cutting back/removal to create the new clear access.

a. TO DISCUSS JUDICIAL REVIEW OF THE PLANNING APPLICATIONS FOR HEATH FARM, LITTLE PLUMSTEAD

Councillor Knowles discussed whether the Heath Farm, Little Plumstead planning application should be subject to judicial review. Broadland District Council brought in a climate change emergency review and this application seemingly goes against it. All pig farms have an effect on the water course and the local area. Councillor Wiley confirmed that you have to have a certain amount of land to spread slurry, the owner does appear to have this area available (approx. 78 acres). The question should be asked to why the County Council are paying pig farmers to move but then Broadland District Council are approving new sites. It was confirmed that any judicial review can not come from or be paid for by the Parish Council.

7. TO DISCUSS PARISH PROJECTS

a. TO DISCUSS AND APPROVE THE ALLOTMENT ANNUAL FEES FOR 2025-2026

The Parish Council discussed the allotment annual fees for the next financial year, a year's notice must be given. It was discussed that the fees will be increased from £30 for a full plot and £15 for half a plot to £36 for a full plot and £18 for a half plot. Proposed – Councillor Cawdron. Seconded – Councillor Bullen. All agreed.

b. TO RECEIVE AN UPDATE ON THE GREAT PLUMSTEAD RECREATIONAL GROUND PROJECT

The Parish Council has gathered in quotes for the asbestos survey and lease arrangements. Mr Bullen has prepared revised drawings to match the proposed cost savings proposals of more traditional construction methods for walls and roof and for the works to receive a revised pricing schedule for the contract.

The revised proposals are largely complete, subject to Parish Phase 1 comments and a revised pricing has been issued with Mr Bullen preparing the Contract

documents in the sum of £578,915.19 (The Contract Sum) which includes a 5% contingency sum of £27,567.39.

We do not have a detailed Phase 1 construction programme as yet, but contract dates are set at 21st October 2024 for site commencement with completion 21st June 2025. As noted at the time of the suggested contract award, this would place the Bowls Club replacement to next year autumn 2025 if funds have become available (in the order of £500,000). It is evident that the Bowls Club building would need to have a six month programme to minimise disruption (October to March).

Councillor Cawdron confirmed that the specification document with the confirmed figures is accepted. The plant room will need some insulation, the contractor has confirmed that this work can be undertaken.

Councillor Knowles confirmed that the planning application will need to be updated to take account of the small changes which have been agreed to the project, these changes were made to ensure that the project came in on budget. This would be a non-material amendment. The updated plans will also be added to the application for completeness.

c. TO DISCUSS AND APPROVE THE ASBESTOS QUOTES RECEIVED FOR THE GREAT PLUMSTREAD RECREATIONAL PROJECT

The Clerk requested three quotes. One company chose to withdraw their previous quote as they do not do the survey which we require, one quote was not received, one quote was received. The Parish Council agreed to approve the quote from East Coast Insulations at a cost of £795 plus VAT.

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

d. TO DISCUSS AND APPROVE THE JCT CONTRACT FOR THE GREAT PLUMSTREAD RECREATIONAL GROUND PROJECT

The Councillors will meet to sign the paperwork.

Councillor Rice questioned whether the £500 liquidated damages is standard for this type of contract, it was confirmed that this is a normal level.

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

e. TO DISCUSS AND APPROVE THE QUOTES RECEIVED FOR THE SOLICITORS FOR THE GREAT PLUMSTREAD RECREATIONAL AREA LEASES AND SURRENDERS

The Clerk presented the Councillors with three quotes for the work. The Parish Council agreed to go with Spire Solicitors for the work. They have confirmed that the lease for the Scouts will cost between £1000 plus VAT, the basis of the agreement will largely be the same for the Bowls so it is hoped that the Bowls lease will cost less.

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

8. TO DISCUSS AND AGREE THE NEW SCOUT ANNUAL RENT AFTER THE GREAT PLUMSTEAD PROJECT IS COMPLETED

The Parish Council discussed the annual rent for the Scouts for once the project has been completed. It was discussed that if the Parish Council wish to reclaim the VAT of the project a rent has to be a peppercorn, the Councillors discussed the financial implications of not being able to reclaim the annual rent of £25 for the next (approx.) 10 years against the VAT reclaim of approximately £115,000. It was agreed that the better financial decision for the parish is to reclaim the VAT and not charge an annual rent for the Scouts. The Parish Council did confirm that the Scouts should be building up a contingency as any future Parish Council will reserve the right to charge an annual rent. Lease reviews will take place each 5 years.

As with other leasees the Parish Council will ask for a report each AGM from the Scouts.

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

9. TO DISCUSS THE PROPOSED SKIP FOR THE ALLOTMENS IN GREAT PLUMSTEAD

The allotment holders had responded to say that they were unable to hire a skip for one day and asked it if was possible to have one for 2 days. This was agreeable to the Councillors but they confirmed that the location needs to take into account that the carpark has loss space due to the Recreational Project, the location should be shared with the Parish Council prior to delivery.

10. TO DISCUSS THE PROPOSAL TO TAKE ON THE URBAN GRASS CUTTING IN THE PARISH

The Parish Council agreed to discuss this at the November meeting.

11. 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	£40,836.38	30.09.2024
Bank Balance	Scottish Widows	£41,661.00	30.09.2024
Bank Balance	Broadland Deposit Account	£330,308.59	31.03.2024
<u>Payments</u>			
T Scott		Monthly payment	£1,331.00
HMRC		Monthly Payment	£105.74
Norfolk Pension Scheme		Monthly payment	£428.32
R J Wells		Repairs to Bench - Thorpe End	£382.00
		TOTAL	£2,247.06
<u>Receipts</u>			

Thorpe St Andrew - U7	Pitch Fees	£120.00*
Thorpe St Andrew - U9	Pitch Fees	£105.00*
Norwich United U21	Pitch Fees	£30.00*
	TOTAL	£0.00
Outstanding Cheques		
NCSL	Sandhole Lane clearance	£556.17
Norfolk Pension Scheme	Monthly payment	£428.32
Great Plumstead Village Hall	Hire Fees	£90.00
Norfolk Pension Scheme	Monthly Payment	428.32
	TOTAL	£1,502.81
Current Account Balance after above payments made and outstanding cheques cleared will be approximately		
		£37,086.51
* already included in the accounts stated above		

Proposed – Councillor Heath. Seconded – Councillor Rice. All Agreed.

Bank Balance	Unity Bank	£51,308.65	09.09.2024
<u>Payments</u>			
Norwich City Services Limited	Hedges cut back - GP Playing Field	£556.18	
Hopkins Ecology	Great Plumstead Project - Ecology	£372.00	
	TOTAL	£928.18	
<u>Receipts</u>			
Broadland DC	Precept - 2nd Instalment	£27853.27*	
	TOTAL	£0.00	
Payments Awaiting Authorisation			
	TOTAL	£0.00	
Current Account Balance after above payments made and outstanding cheques cleared will be approximately			
			£50,380.47
* already included in the accounts stated above			

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

12. TO RECEIVE THE EXTERNAL AUDITOR'S REPORT AND CERTIFICATE 2023/24

The Parish Council have received confirmation that the external auditor has not been able to complete the report by the deadline. There are no matters or issues which have been highlighted.

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

Planning and road closures

14. 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 November 2024 at 7.00pm at Little Plumstead Village Hall.

15. TO RECEIVE ITEMS FOR THE NEXT AGENDA

Urban grass cutting

There being no further business the meeting closed.

Signed:

Chairman

Date: