

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 9th December 2024 at 7.00pm at Great Plumstead Village Hall

PRESENT: Mr J Wiley (Chairman)

Mrs M Bullen

Mr A Cawdron

Mrs L Carty

Mr G Edwards

Mr R Heath

Mr P Knowles

Mr R Rice

Mrs T Scott (Clerk)

- **Police Report** – Thorpe End – 2, Little Plumstead – 12, Great Plumstead - 2
- **County Councillor Report** – Councillor Mackie thanked all residents who had been in correspondence with him about the street lighting on Plumstead Road. It is hoped that these lights will move to a midnight turn off, the same as Dussindale. Councillor Mackie, together with Councillor Whymark and Murrell visited the site of the proposed medical centre on Green Lane East to meet with the owners together with Jerome Mayhew MP. Councillors Whymark and Murrell are leading the request for a cycle lane and path as per the previous applications. There is now a defibrillator at Dussindale School together with 22 added to Norfolk Fire Stations. Norfolk County Council are running its Christmas Appeal again for 16-18 year olds in care. More information is contained on their website. *It was questioned whether the City Fibre boxes in Great Plumstead by the village sign and the Church Road amenity space could be moved as they are an eyesore, Councillor Mackie confirmed he supported this. Highways confirmed that the roads on The Willows, Little Plumstead are ready to be adopted but this has to be actioned by the owner/management company. The Hare Road highway works are in next year's work programme.*
- **District Councillor Report** – The requirement to deliver the foot/cycle path is linked to the prior occupation of the 40th dwelling is still in place. Councillor Harvey is looking to see how this can be expedited to the benefit of the medical centre access and access to the NDR cycle path. Councillor Harvey is awaiting updates from Saffron Homes and DBC planning for this site. Application for Heath Farm, Norwich Road has been called into the Planning Committee. Councillor Harvey is looking at the whole area for the Pharmacy and Care Hub, Green Lane East in regard to the lighting strategy as there is a dark skies policy. Councillor Harvey continues to follow up on the failure to ensure proper upkeep of both trees and communal areas by Flatlands for the woods in Little Plumstead, a response is awaited from Broadland Compliance Officer. On 5th November 2024 the BDC Cabinet agreed to accept government funding of £8.85 for Local Nutrient Mitigation to address nutrient pollution in the Broads and Wensum catchment area. This will help to enable plans for some housing developments to move forward. *The Councillors discussed the Green Lane East development and the potential traffic issues. There should be a sign when leaving the development which states that the road is closed when turning right. A grant has been received by the Walled Garden from the District Councillor which will allow the dementia café to be held for one year.*

- **Public Participation** – Residents reported that the pathway from the Brick Kiln Pub into the village has not been cut, the owner of the land is responsible for this. Similarly the pathway along Post Office Road is needed to be cut back, together with the pathway being swept as it is covered in acorns. Councillor Mackie confirmed that he will speak to Highway to see if this can be actioned. Councillor Wiley confirmed that the owner of the land on Broad Lane should be contacted to ask them to cut their hedge back.

AGENDA

1. APOLOGIES FOR ABSENCE

Councillors Jones and Vincent

2. DECLARATIONS OF INTEREST

Councillor Bullen – Items 7a, 7b, 7c

Councillor Rice – Item 9a (Invoice)

3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 11TH NOVEMBER 2024

Approved.

Amendment – Rice not Knowles – Item 2

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

Prices will be gathered in for dog signage at the Great Plumstead Recreational Field. Will monitor the situation over the next 3-6 months.

5. TO RECEIVE CORRESPONDENCE

- The Glade – Flatland Issue – Broadland have confirmed that at the moment they will not be holding a meeting between the officers and members of the public to discuss Flatlands management of the site. The Councillors confirmed that pressure should be kept on BDC to ensure that they are corresponding with Mr Edwards of Flatlands of his duties to the site. Councillor Harvey said that he will write to Jermone Mayhew MP.
- Medical Centre First Look – Proposed to take place on 31st January 2025
- Road Closure – Hospital Road – 16th – 20th December 2024. Between the hours of 6.30pm and 11pm to facilitate trial holes and ground investigations

6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

2024/3250	Land opp 2 Gatehouse Broad Lane Little Plumstead	Hybrid application – comprising a full application for a new pharmacy and care hub with associated parking and an outline application for a care facility	There is an inconsistency of roadway and parking surface finish. Required under surface water drainage report to be "permeable surface" but described elsewhere as vehicle grade tarmac.
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			<p>Could it be confirmed what the finish will be.</p> <p>It is noted in the detailed report that the landscaping is to be upgraded for bio-diversity net gain, at the moment is sits at a 64.89% deficit.</p> <p>As noted previously the attenuation "lagoons" as used for the NDR do not dry out as quickly, or at all, as they should. This needs to be taken into account.</p> <p>We do not believe that 6 small urban trees are sufficient for this site, more trees should be planned.</p> <p>We look forward to seeing the updated landscaping plan.</p> <p>The transport issues are not explained in detail, there are simply references to earlier reports. The volume of traffic likely to be generated from this whole development, which has now been increased, will be very significant for the cul de sac. An updated traffic plan is needed.</p> <p>There is no guarantee that the commercial units have to be permanently used for "health related facilities", is this planned to be a condition?</p> <p>The main pathway lighting is likely to be important for these facilities.</p> <p>We continue to press for a pathway link across to the Plumstead Road and local bus stops being available.</p>
2024/3478	Octagon Business Park, Hospital Road, Little Plumstead	Variation of condition 1 of 20201100 – revision of site layout (plot 8)	No objection

7. TO DISCUSS PARISH PROJECTS

a. UPDATE FOR THE GREAT PLUMSTEAD RECREATIONAL PROJECT

Councillor Cawdron gave an update on the project. The asbestos survey has come back confirming that there is asbestos content in the Bowls Club building which will require specific attention before any further work is carried out. A copy of the report will be shared to the Bowls Club. Willow-Denby have advised that due to the discovery of two soakaway tanks and the delay in the removal of electricity supply poles that the initial programme has switched and requires a major revisit dependant upon UK Power. The concrete foundations to the Changing Rooms were poured week 2, as were the plant room foundations. Blockwork commenced to raise the walls to oversite level, oversite concrete to the changing rooms was poured and the drainage system put in place. The removal of the activity building, apart from around the supply pole is nearly complete. They have completed the works for the new surface water soakaway in the playing fields, although it is now noted this will be considered inadequate. The weather affected the project in week 3 with rain on Tuesday, cold sunshine Wednesday am and midday snow. Blockwork by December is up to the first scaffold stage level for the changing room building, the drainage pipes are placed for final locations and oversite concrete which will proceed insulation placement and screed. Work sections are inhibited by the electrical poles and newly found soakaway to allow only partial foundations for the Activity Building. This work is now deferred while work continues on the changing rooms. Extra over costs are to be expected for dealing with the two soakaways/cesspits found, with the activity building soakaway requiring relocation.

The Parish Council were impressed with how quickly Willow-Denby reacted when the harris fencing was blown down. Storm Daragh unfortunately took down some walls of the changing rooms, these are now being rebuilt. There will be no extra cost to the Parish Council. Willow-Denby have requested an extension of one week for the contract end date to allow the repair of the walls.

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

b. TO DISCUSS THE INVOICES RECEIVED FOR THE GREAT PLUMSTEAD RECREATIONAL PROJECT FROM PROJECT MANAGER AND CONTRACTOR

Mr Bullen requested the consideration for extra fees following the increased working and drawing adjustments for the Two Phase information preparation and modifications following further review of the proposals, these are for £1800 and £1318.09 (inc VAT).

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

Willow-Denby have submitted their first invoice for the project at a cost of £109840.73. This has been put against the contract sums and is in order.

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

The Clerk will ask if Willow-Denby can provide an indicative monthly cash flow.

c. TO DISCUSS THE PROPOSALS AND COSTINGS PUT FORWARD FOR THE GREAT PLUMSTEAD RECREATIONAL PROJECT AND THE SOAKAWAYS PLANNED

The Councillors discussed the proposals put forward by Mr Bullen and decided to stay with the soakaway planned within the contract. We will see how this soakaway performs and then build any improvements into phase 2 of the project. Mr Bullen confirmed that two soakaways had been found. One is on the activity centre foundation line and is unusable so will need to be filled in, there are no costs for this at the moment. A disused septic tank was found underneath the plant room

foundations, this is also unusable and will need to be filled in, costs are awaited for this.

d. TO DISCUSS AND AGREE THE EXTERNAL PLAY AREA INSPECTION

The Clerk put forward two quotes for the external play area inspection. These were discussed and the Councillors agreed to ask Online Playgrounds to carry out the inspection at a cost of £367.30 (inc VAT).

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

8. TO RECEIVE AND DISCUSS THE HIRE AGREEMENT FOR SANDHOLE LANE, LITTLE PLUMSTEAD FOR ONE YEAR

The Hire Agreement for 2025 has been received from J Cator Estate. The fee for 2025 will be £358.44 which is an increase of 3.41% on last year.

The Parish Council agreed to hire the field for another year.

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

It was reported that more fly tipping is happening at the site. This will be reported to Broadland DC, together with a letter being delivered to local residents to ask them to keep an eye out to see if the person/s responsible can be identified. It was acknowledged that as this site is only hired by the Parish Council that the owner may refuse to lease the property in the future and the public will lose access.

9. FINANCIAL MATTERS

a. TO AGREE PAYMENTS IN ACCORDANCE WITH THE BUDGET

The following accounts were agreed in accordance with the Budget:

Payments

Bank Balance	Nat West	£34,244.45	29.11.2024
Bank Balance	Scottish Widows	£41,822.83	31.10.2024
Bank Balance	Broadland Deposit Account	£330,308.59	31.03.2024
<u>Payments</u>			
T Scott		Monthly payment	£1,356.88
HMRC		Monthly Payment	£120.50
Norfolk Pension Scheme		Monthly payment	£444.03
Garden Guardian		Grounds Maintenance	£9,351.60
Little Plumstead PCC		Grant - Grounds Maintenance	£1,225.00
J Cator		Sandhole Lane - half year hire	£179.22
Little Plumstead Village Hall		Hire fees	£120.00
		TOTAL	£12,797.23
<u>Receipts</u>			
		TOTAL	£0.00
Outstanding Cheques			
NCSL		Sandhole Lane clearance	£556.17

GPVH		Hire fees	£90.00
Norfolk Pension Scheme		Monthly Payment	554.11
Broadland District Council		Litter Bin payment	287.04
		TOTAL	£1,487.32
Current Account Balance after above payments made and outstanding cheques cleared will be approximately			
			£19,959.90
* already included in the accounts stated above			

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

Bank Balance	Unity Bank	£71,295.75	09.12.2024
<u>Payments</u>			
East Coast Insulations		Asbestos Survey - GP Project	£954.00
David Bullen		Great Plumstead Recreational Project	£1,800.00
David Bullen		Great Plumstead Recreational Project	£1,318.09
Unity Bank		Service Charge September	£18.90*
Unity Bank		Service Charge October	£5.85*
Unity Bank		Service Charge November	£6.00*
		TOTAL	£4,072.09
<u>Receipts</u>			
		TOTAL	£0.00
Payments Awaiting Authorisation			
		TOTAL	£0.00
Current Account Balance after above payments made and outstanding cheques cleared will be approximately			
			£67,223.66
* already included in the accounts stated above			

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

b. UPDATE ON AGAR RETURN

The external auditor has confirmed that the AGAR is still to be signed off. It was being handled by an intern who left at the end of September and they now only have four people handling all the returns.

c. FINANCE MEETING – ITEMS WHICH NEED TO BE QUOTED FOR AND DISCUSSED

Future running costs for the changing rooms at the Great Plumstead Recreational Ground. St David’s Bus Shelter needs to be sanded down and varnishing. The Allotment fencing/bus shelter needs the ivy removing.

10. TO DISCUSS AND APPROVE THE PLAY AREA INSPECTION QUOTES RECEIVED

Duplicate item – already discussed at 7d

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

Sandhole Lane – dumping

Great Plumstead Recreational Ground – Dog mess issues

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 13th January 2025 at 7.00pm at St David's Hall, Thorpe End

13. TO RECEIVE ITEMS FOR THE NEXT AGENDA

Budget 25/26

There being no further business the meeting closed.

Signed:

Chairman

Date: