

MINUTES OF THE PARISH COUNCIL MEETING

FRITTON WITH ST OLAVES

HELD AT St OLAVES VILLAGE HALL ON THURSDAY 30th November 2017

Present:

Chairman - Allan Mendum

Deputy Chairman – Stannas Bellaby

Parish Councillors – Doug Youngs, Keith Nunn, Peter Storey, Rowland Dunn, John Burton, Fiona Cowan

In Attendance:

County Councillor Andy Grant

Borough Councillor Adrian Myers

2 members of the public

1. Apologies for Absence

The chairman received and accepted apologies from Cllr. Jill Rose and Cllr. Margaret Johnson, both being otherwise engaged

2. Guest Speaker Debbie Wildridge, Manager CLT East on Community Land Trust

Debbie Wildridge gave a talk about the general community land trust scheme and informed the meeting that the government had made £60 million funding available for the whole of the country in the 1st year. She then informed the meeting of developments of the scheme for the parishes of Belton with Browston, Fritton with St Olaves and Burgh Castle (Lothingland Community Land Trust). Debbie Wildridge informed the parish council that there are still 2 trustee places available and it was hoped that at least 1 councillor and perhaps 1 resident from Fritton with St Olaves would join as trustee. Membership places are unlimited and the scheme is inviting councillors and residents to join. A first meeting had taken place in October to form the board of trustees, gather ideas and discuss suggestions. During the meeting it was suggested to build homes for older people who wished to down size and Debbie Wildridge reported that this option could not be covered by the scheme. Community Land Trusts are designed for communities to get together to develop and manage new affordable homes where they live and to help residents and their families stay in the locality. The community Land Trust does not offer a right to buy but can rent to tenants or offer shared ownership. It has not yet been identified where building land will be available. Cllr. Nunn asked if the scheme would cover green spaces e.g. woods. Debbie Wildridge reported that this option was not available as money was needed to buy the land as well as to manage the green spaces in the long run.

At the end of the meeting Debbie Wildridge left a draft statement of intent to support joint parish working for the Lothingland Community Land Trust for all councillors.

3. Minutes of the Parish Council Meeting held on 28th September 2017

The minutes of the meeting of the parish council held on Thursday 28th September 2017 were confirmed as correct and the Chairman was authorised to sign them.

4. Declarations of Interests

None

5. Matters Arising from the Minutes of the Last Meeting

1. Japanese Knotweed at the Dell

Borough Cllr. Myers reported that no further communication has been received from GYBC and no progress has been made. Knotweed has been treated in Sandy Lane being county responsibility but the Dell is borough responsibility. Borough Cllr. Myers suggested to take this matter now to the Environmental Health Department and the meeting agreed and asked Cllr. Myers to act on their behalf.

2. Footpath between Fritton and St Olaves

The chairman Allan Mendum reported that Lord Somerleyton will excavate a new dyke on his land along the A143 and has offered to make land available for a more safe trod path between St Olaves and Fritton on his land. The chairman had written to Norfolk Highways to inform them accordingly and requested to have a Highways Engineer on site to co-ordinate the gully drainage and entrance/exit to the footpath. This was acknowledged by email by Highways Engineer Paul Sellick and a copy passed on to Lord Somerleyton with the request to negotiate directly.

Cllr. Burton reported that the Somerleyton Estate is opening up dykes on their land from Fritton Lake all the way down to the river and the clerk reported that she believed this was part of the rewilding scheme to allow for eel migration.

3. Traffic Speed in New Road and A143 Fritton

Cllr. Nunn reported that a resident had obtained another speed record data set for August 17 from Norfolk police which was not included in the speed record data obtained by the parish council. The resident had shared this data with the parish council and all councillors had received a copy. Cllr. Nunn drew attention to the additional information stating: *A further site visit is planned to look at possible remedial engineering work to help raise compliance levels.*

The clerk reported that she had written to Norfolk Highways Department sharing the speed recorder data. She had received confirmation that the Highways Department can only support a parish partnership application by the parish council. This would mean that the parish council would have to fund 50% of the cost for a speed sign being several thousand pounds. County Councillor Andy Grant informed the meeting that he thought this figure is not correct and offered to discuss with Highways Engineer Paul Sellick at a meeting he had the next day. The clerk was requested to share all supporting correspondence with County Cllr. Grant.

The clerk reported further that she had written to Norfolk Police referring to the speed recorder data but had not received a reply. The resident referred to earlier had attended a Speed Watch Area Meeting and met Phil Payne, Road Safety & Safecam Manager Norfolk Police. Mr. Payne had requested direct contact from the Parish Council and the clerk was instructed to send an email to Phil Payne. Cllr. Youngs informed the meeting about the time, work and effort this resident has put into this subject and thanked him on behalf of the parish council.

Chairman Allan Mendum reported that he had received a request from St Olaves residents for wheelie bin stickers. The meeting authorised the purchase of additional stickers up to a value of £80.00.

4. Public Footpath Adjacent to Redwings

Cllr. Dunn reported that the footpath has now been cut. There was a communication problem between GYBC and the contractor who carries out the footpath maintenance for GYBC about the location of the footpath.

5. Roadworks by Somerleyton Estate on Land East of Fritton to the South of the Main Road

Not discussed

6. Fire Safety for Fritton Woods/Bin for Fritton Woods and Donation from Newcore

The clerk reported that she had not received further communication from Newcore. The clerk was instructed to write again and request a reply.

7. Withdrawal of the 81 service by Anglian Bus Company

Not discussed

8. Application for Mineral Extraction at Waveney Forest

Cllr. Nunn informed the meeting that he had had a meeting with Lord Somerleyton who had offered his support. Cllr. Nunn further stated that Lord Somerleyton's intention to encourage eel breeding and opening up the dykes to the river could be a positive factor in the fight against the gravel pit.

Cllr. Nunn informed the meeting further that he had received communication from Caroline Jeffery, Principal Planner (Minerals and Waste Policy), that they are unable to accept representations made outside of the public consultation period and that the County Council will be inviting the views of Parish Councils and local residents in a public

consultation planned for Spring 2018 when comments will be invited over a period of at least six weeks.

Cllr. Nunn also reported that the tree warden had objected to trees being felled in Fritton Woods and not being re-planted and Cllr. Nunn had instructed the clerk to send a supporting email to Sid Cooper, Woodland Officer, Forest Services East & East Midlands Forestry Commission. Mr. Cooper confirmed having undertaken regular inspections of all the areas restocked in Waveney Forest under recent felling licences (last inspection was on 12th October 2017), and having found in all cases that the restocking conditions relevant to each area are being satisfactorily met and that the area currently proposed for felling is to be replanted

9. Hillside Animal Rescue - Horses on field at the end of Marsh Lane behind the Round House

Cllr. Dunn reported that he had visited the site several times and spoken to representatives of Hillside Animal Rescue who confirmed that they check the horses on a daily basis. All horses have now been relocated for the winter.

6. Police Report

From Southern Villages Newsletter:

Over the past few months we have seen reports of young people on bicycles inappropriate behaviour. The local Safer Neighbourhood Teams have targeted their patrols and a total of 17 young people have been witnessed by officers committing cycling offences linked to youth anti-social behaviour and most have been dealt with by way of community resolution, with requirements to attend a police station for a presentation on cycling safety, anti-social behaviour and cycling offences

Speedwatch Team Fritton:

No figures for September published – October 16 vehicles captured exceeding speed limit in 1 hour check

From police UK website:

August – 1 burglary Church Lane, 1 violence and sexual offences on or near parking area (Caldecott?)

September – 1 burglary, 1 other crime – on or near Priory Close

7. County and Borough Councillors' Reports

County Councillor Andy Grant introduced himself. He offered his support in negotiating with Norfolk Highways Department regarding speed calming measures and the fight against the mineral pit in Fritton Woods and any other matters the parish council would bring forward.

Borough Cllr. Myers invited parish councillors and residents to attend the next CLT meeting scheduled to be held at New Road Sports Centre in Belton on 24th January 2018. He urged parish councillors to have a representation on the board of trustees and confirmed that liability for trustees is limited and can be insured.

Borough Cllr. Myers shared that he had been informed that the planning workshop held by GYBC was not led very well with no supporting documentation available to attendees and had not been completed as planned. He apologised to those councillors and the clerk who attended and promised to share documentation he had received at an earlier workshop.

8. Correspondence

1. 21/08/2017 – Broads Authority letter – introducing Broads Plan 2017 – distributed to all councillors
2. 23/09/2017 – Broads Authority email - useful information and contacts – distributed to all councillors
3. 22/09/2017 – email from potential new resident requesting information regarding quarry in Fritton – forwarded to Cllr. Nunn
4. 26/09/2017 – Email exchange Cllr. Dunn/Cllr. Garrod regarding Broadband Connections and Speed
5. Various – email exchange with various sources regarding traffic speed – partly forwarded to all councillors
6. 29/09/2017 – email from BA regarding free advertisement of events on BA website – forwarded to St Olaves (Pamela Boulton) and Fritton (Richard Warner) Village Halls

7. *Various – email exchange Cllr. Dunn with Cllr. Myers assistant regarding footpath adjacent to Redwings*
8. *03/10/2017 – email exchange Borough Cllr. Myers and Mr. Hodds, Officer GYBC, regarding Planning Presentation – forwarded to all councillors*
9. *Various – Correspondence with Lord Somerleyton and Highways Department regarding trod path between St Olaves and Fritton along A143 – forwarded to Chairman Mendum, Cllr. Nunn and Cllr. Youngs*
10. *08/10/2017 – email forwarded by Borough Cllr. Myers regarding Street Cleansing – forwarded to all councillors*
11. *09/10/2017 – email from Browston resident to request bin stickers – replied to by clerk*
12. *16/10/2017 – email from GYBC with invite to Parish Liaison Meeting – distributed to all councillors*
13. *18/10/2017 – email from Haddiscoe clerk to share information regarding St Olaves Marina application*
14. *19/10/2017 – emails from Borough Cllr. Myres regarding community Land Trust – distributed to all councillors*
15. *19/10/2017 – email from Superintendent Roger Wiltshire regarding Norfolk Constabulary 2020 Police Structure Review – distributed to all councillors*
16. *25/10/2017 – email from BT regarding line rental price increase from £15.90 to £16.50 from 1st January 2017*
17. *30/10/2017 – Norfolk ALC Communications regarding consultation on updating disqualification criteria for councillors, AGM notice, data protection bill and planning for the right homes consultation – distributed to all councillors*
18. *Various – correspondence regarding Application for Mineral Extraction at Waveney Forest – forwarded to Cllr. Nunn*
19. *Various – BA weekly lists of planning validated applications and decisions - forwarded to Cllr. Johnson*
20. *Various – Norfolk ALC Newsletters – available to all councillors on website*
21. *Various – Email from Somerton Parish Council regarding BA engagement – forwarded to Chairman Mendum, Cllr. Johnson and Cllr. Nunn and all councillors*
22. *10/11/2017 – Announcement of Broads Local Plan Publication Consultation – forwarded to all councillors and on web site*

9. Financial Matters

- **Budget 2018/19**
 The clerk had distributed to all councillors before the meeting a) bank reconciliation per 31/10/2017, b) Transparency Code Funding spend spreadsheet and c) a proposed draft budget 2018/19.
 The clerk requested clarification of the following for the 2016/17 budget
 - Contributions to Village Halls - £300
 - Graveyard maintenance payments - £495
 - Blocka Run Grass Cutting - £50
 - Community Car Scheme - £50
 The meeting discussed and confirmed that above payments had been authorised when setting the 2017/18 budget. The clerk to arrange for payment to both Village Halls, both churches and Community Car Scheme. The clerk to check regarding payment for Blocka Run grass cutting with contractor. It was unanimously voted to stay with same contactor.
 The clerk informed the meeting that funding of the 3 hours per month for web site maintenance would expire on 31st March 2018 and the parish council will have to employ a data protection officer from 1st May 2018 under the Data Protection Bill. The clerk distributed a letter from the Department for Digital, Culture Media & Sport to NALC covering this subject. The clerk requested an increase of her working hours from 7 to 8 hours per week from 1st April 2018. The meeting unanimously agreed this.
 Cllr. Storey raised the question of the council's responsibility to enrol the clerk into a pension scheme. The clerk confirmed that her pay did not require an automatic enrolment. The clerk has completed the Pensions Regulator Enrolment declaration accordingly.

The meeting agreed for the clerk to update the proposed draft budget 2018/19 in regard to salaries and contributions to churches and village halls and to send this out to all councillors for review so that the parish councils precept request could be submitted to GYBC in a timely manner.

Income

25/10/2017 - £30.00 – Cllr. Johnson - Payment of Training fee against invoice 1231 dd.
17/10/2017 from Norfolk ALC

Payments

1. Invoice 89 dd. 06/10/2017 - £27.00 - Fritton Village Hall Hire on 28/09/17 – paid (recurring fee)
2. Invoice 90 dd. 09/10/2017 - £690.00 - Fritton Village Hall – build of Parish Council Office - £690.00 – paid (this invoice replaces invoice 43324473 dd. 21/06/2017 – authorised Sept. PC meeting)
3. Invoice 1231 dd. 17/10/2017 - £60.00 – Norfolk ALC – Planning Training parish clerk and Cllr. Johnson – paid (training clerk authorised May PC meeting)
4. BT invoice dd. 18/10/2017 – charges 18/08/17 to 31/10/17 - £209.70 – (£65.65 line rental and broadband, £ 129.00 set up costs, £38.33 VAT less credit note for £20.28) – paid (funded through transparency code)
5. Invoice dd. 29/06/2017 – St. Olaves Village Hall Hire 30/11/2017 – authorised
6. BT invoice dd. 17/11/2017 – charges 01/11/17 to 30/11/17 - £34.68 – authorised)
7. Expenses Clerk and salary –
Expenses October and November £48.60 (mileage claim for training in Thetford and GY Planning workshop – payment authorised
Salary October and November – each - £322.50 per month plus transparency code funding of 3 hours per month of £32.22

10. Planning Matters

- Application 06/17/0594/F – The Oaks, Fritton – proposed orangery – no objections – planning permission granted in accordance with the application and plans submitted
- Application 06/17/0587/F – Redwings Caldecott Hall Estate – Retention of 12 single field shelters. Change of use of existing gift shop, information centre and staff facility and storage area – planning permission granted in accordance with the application and plans submitted
- Application BA /2017/0369/FUL – St Olaves Marina – Mooring pontoons with bank cutbacks on the river Waveney frontage together with demasting, visitor and service moorings – no objections from parish council but comment regarding timber piling in National Park area preferred – the clerk had checked with BA that residents in St Olaves, who had objected to a previous application, had been contacted directly and the clerk informed BA of then parish council response
- Application BA/2017/0388/TCAA – Clearance of trees along dyke to allow eel migration – planning permission granted

The clerk reported that there was a problem to receive planning applications back from councillors in time to submit responses to the planning departments. A discussion arose regarding the circulation of planning applications and the chairman Allan Mendum clarified that every planning application has to be circulated to all councillors being one parish council representing both villages. The clerk requested to let her know if a councillor is unavailable so that applications don't get stuck.

11. Parish Council Meeting dates for 2018

25th January 2018 - Fritton Village Hall
29th March 2018 with Annual Parish Meeting - St Olaves Village Hall
31st May 2018 Annual Parish Council Meeting - Fritton Village Hall
26th July 2018 - St Olaves Village Hall

27th September 2018 - Fritton Village Hall
29th November 2018 - St Olaves Village Hall

12. Training Parish Clerk – Outcome

As reported previously a wide range of standing orders need to be agreed. The clerk reported that she had not managed to complete the standing orders for review and would sent to councillors at a later date

13. Items to be considered at the next meeting

Fritton Notice Board

Date of the Next Meeting:

Scheduled for 7:30 p.m. 25th January 2018 at Fritton Village Hall

There being no other business, the meeting closed at approximately 9:15 p.m.

Gabi Roesch, Clerk to the Council

13th December 2017