

WOODTON PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on Tuesday 10th
January 2023 at 7.30pm

Present:

Cllr Jane Wickstead - presiding (JW), Cllr Ian Butler (IB), Cllr Richard Denny (RD), Cllr Adam Fairhurst (AF), Cllr Bryan Jarvis (BJ), Cllr Fiona McCrostie (FM), District Cllr Brendon Bernard (BB) and Yvonne Wonnacott – Parish Clerk (YW).

Andrew Woollorton – Development Manager, ESCO and Chrissy Hack – Assistant Director, Crocus Homes.

Apologies:

Cllr Steven Webb (SW) and PC Andy Barkway.

Members of the Public:

None.

2022/113 Chairs welcome (to include any apologies for absence for approval)

Chair welcomed all attendees to meeting. Apologies received and approved from Cllr Webb and PC Andy Barkway.

2022/114 To receive declarations of interest

None.

2022/115 To approve a time limit for the meeting

Chair proposed aim for time limit of 9.00pm, all agreed.

2022/116 To agree the minutes of the Parish Council (PC) meeting held 6th December 2022

The minutes of the PC meeting held 6th December 2022 were unanimously approved as correct. Minutes signed and dated by Chair.

2022/117 Matters arising from the minutes of the PC meeting held 6th December 2022

The Street, speed limit changes and traffic calming measures

Cllr Fairhurst advised that hopefully scheme will be ready for sealing mid-February 2023.

Precept for financial year 2023/24

Parish Clerk confirmed that precept request had been submitted to District Council and confirmation received.

2022/118 Adjournment for public participation

Chair welcomed Andrew Woollorton – Development Manager, ESCO and Chrissy Hack – Assistant Director, Crocus Homes to meeting. Chair advised that due to short notice of their attendance, notice received 9th January 2023, PC was unable to schedule their proposed draft allocation and plans for the future as an agenda item. Agreed for item to be covered under public participation, which has a 15 minute maximum time allocated to it, subject to the

Chairs discretion. A Wooltorton and C Hack provided brief presentation to meeting, key points summarised as follows;

- Site: Land south of Church Road
- Local consultation, Regulation 18, August 2021. Through process site has been checked by various parties
- During consultation process Council has increased no. of dwellings from 25 as previously stated to 50, ESCO were advised of increase on 21st December 2022
- South Norfolk Council intends to publish the pre-submission version of the Village Clusters Housing Allocations Plan on 23rd January 2023 in accordance with Regulation 19. Representations on the legal compliance and/or soundness of the document can be made until 5.00pm on Monday 6th March 2023
- ESCO are working with Crocus Homes, who are the commercial arm of Saffron Housing Trust
- Woodton are not affected by the current Nutrient Neutrality issue
- South Norfolk Council no longer has a 5 year land supply
- ESCO/Crocus Homes hope to deliver affordable housing to the parish alongside other benefits including 1.2 hectares of open space and also a new footpath
- The 50 dwellings will comprise of 33% (17 dwellings) shared/affordable homes, 12 of which will be allocated for affordable rent and 5 shared ownership. Mixture of 2, 3 and 4 bedroom properties all of which will have a minimum of 2 parking spaces per property
- C Hack invited PC to visit the Crocus Homes, Oaks Meadow development in Acle
- Both parties advised happy to arrange further meeting(s) and to take any suggestions on board, this evening's aim was an introduction and to open up dialogue with the PC

Chair raised question of timescale and concerns with regards to the level of facilities for the additional housing, emphasising the fact that the village had lost its village shop. A Wooltorton advised timescale approximately 2 years and happy to discuss facilities with PC.

2022/119 County/District Council report(s)

Chair advised no report or apologies received from County Cllr Mason Billig. Chair thanked District Cllr Bernard for all his support and attendance to PC meetings. District Cllr Bernard provided brief report to meeting key points summarised as follows;

- Members grants available
- Work underway at the new Horizon building
- District Council in progress of setting budgets
- Energy improvements to leisure centres
- Significant increase in temporary housing accommodation

2022/120 Village hall

Chair advised at the request of the village hall secretary who was unable to attend meeting due to personal circumstances it was agreed to defer the item of the village hall to the March meeting - **YW**. Chair advised had been in touch with the Chair of the village hall committee with regards to their previous request for funding for a new noticeboard, with the proposal for the noticeboard to be funded by a combination of the members grant and CIL from the PC. District Cllr Bernard advised that no grant request had been received to-date. Parish Clerk to email Chair of village hall advising that formal grant request has to be sent direct to District Cllr Bernard alongside quotations for consideration – **YW**.

2022/121 Finance matters

Finance and admin report with financial summaries for approval

Finance and admin report with financial summaries unanimously approved.

Expenditure for approval/to be noted, as per Finance and admin report

- Parish Clerk expenses December @ £17.09, includes £0.37 VAT
- Nest pension (Parish Clerk) January & February @ £39.74 per month
- Parish Clerk gross pay for January & February @ £361.31 per month
- HMRC, quarter 3, Parish Clerk @ £1.20

CIL update

Cllr Fairhurst to contact David Bracey Play Safety Inspections for recommendations of matting suppliers – **AF**. Chair referred to pricing obtained by Cllr Butler, breakdown as follows;

- Community growing area;
 - o Clearance of land - £1,000
 - o Shed on concrete base, supply, deliver and erect - £1,500
 - o 3 raised beds, each 8ft by 4ft, 3 oak sleepers per bed, price per sleeper £35 - £315
 - o Soil and some manure - £100
 - o Cage to cover beds with door entry – approx. £150
 - o Subcontractor to organise and sort beds, soil and cage – approx. £500
 - o Approx. total £3,565

All agreed to above works, and for these to be funded firstly by the Community Action Fund (CAF) grant @ £2,800 awarded in 2022 and remaining balance from CIL funds. Cllr Butler to source 2 further quotes for the shed – **IB**.

Annual grounds maintenance contract (2023 season) – item 3, mowing of cricket strip and weed killing of cycle path

Chair advised 350+ tyres at cycle track. Cllr Fairhurst advised would be environmental charges to dispose of tyres, all agreed as per decision at December meeting tyres to remain in place. Chair advised J Turner provided quotation for item 3. Weed treatment of cycle track between March and October, a minimum of 2 treatments @ £25 per treatment, and if grass centres require mowing, £10 per mow. Grass mowing of cricket netted area, which would consist of 1 mow per week @ £10 per mow, total of 30 mows weather depending, £300. Parish Clerk/Chair to check adequate amount allocated in 2023/24 budget – **YW/JW**. PC to write to J Turner accepting his quotation on basis that the total amount for the cricket strip could vary to amount quoted – **YW**. To be noted that some of the contingency fund set aside in 2023/24 budget might be needed to make up any shortfall between total mowing costs and amount allocated for grass cutting (grounds maintenance).

Bank signatories

Chair advised had spoken to Lloyds who confirmed all 3 full signatories, Cllr Wickstead, Cllr McCrostie and Cllr Denny, now in place and all former signatories had been removed.

2022/122 Planning

Applications received to date for consideration

TPO Consultation Reply SN0590 (trees situated on Chapel Hill) – Chair advised provisional TPO's in place. All agreed PC to respond "Woodton Parish Council is delighted that provisional TPO's have been applied as per our request, however it has been disappointing that it has taken 9 months from our original request to reach this point." – **YW**.

2022/2243, Land on the junction of Sunnyside and Chapel Hill. Chair referred to Finance and admin report and proposed draft response, strongly objecting to proposal. Unanimously agreed to respond as per proposed draft – YW.

Decision notices received to date

2021/1925, Land North West of The Street. Approval of Condition Details. Details for conditions 5 and 8a of 2020/1506 - (5) Standard estate roads, (8(a)) Off-site highway improvement works. Approval of details - Approved.

2019/2322, Kings Head. Proposal: Alterations to existing public house. Proposed rear extensions and front canopies. Decision: Finally disposed of (Delegated), 22nd December 2022.

2022/1910, 5 Highfields. Variation of condition 2 of 2022/1203 - Revised smaller design. Approval with Conditions (Delegated), 19th December 2022

Planning changes

Chair noted NPTS (Norfolk Parish Training & Support) email as previously circulated. The National Planning Policy Framework consultation was published just before Christmas. Local Planning Authorities will be able to set their own housing targets within their Local Plans.

Parish Council briefing event – South Norfolk Village Clusters Housing Allocations Plan Reg 19 pre-submission

Chair advised of briefing event on Thursday 26th January at 6pm in the Council Chamber at South Norfolk District Council offices. Parish Clerk advised that they also intend to video and run a live-stream of the event so it will be possible to view the session remotely. Cllr McCrostie to attend remotely – FM. Cllr McCrostie to liaise with Cllr Webb to see if he is able to also attend in person or remotely – FM.

Chair advised a reporter visited herself and Cllr Butler and there was a subsequent article in the weekend edition of The Beccles and Bungay highlighting the village development plans and the loss of various local facilities recently.

2022/123 Environmental matters

Footpaths

Chair advised County Cllr Mason Billig had advised may be able to help with funding of footpath under the Parish Partnership Scheme and that she could speak to Highways Engineer closer to the time. Parish Clerk advised that under the Parish Partnership Scheme the PC would be required to contribute 50% of the funding. Cllr Butler suggested a footpath from the proposed Crocus Homes development, C Hack and A Wooltorton agreed to discuss further at a later date.

2022/124 Administrative updates

None.

2022/125 Community Wood/Ravens Den

General update

Cllr Butler advised last 2 months had been quiet, now progressing with work and new area.

Replacement surfacing – Ravens Den

Cllr Fairhurst advised received one price, awaiting 2 further quotes, Cllr Fairhurst to hasten – AF. Unanimously agreed in principle for resurfacing to be carried out, using CIL monies.

Basketball signage

All agreed Cllr McCrostie to obtain quotation from Signs Express, who provided previous signage in Community Wood, for basketball signage and also a sign for the entrance from the new 23 property development into Community Wood. The design to match previous signs – **FM**. All agreed basketball signage to be attached to shelter. Upon receipt of quotation PC to liaise with FW Properties to enquire about possibly funding – **JW/YW**.

2022/126 Village shop

Chair advised shop closed 9 months ago. The Community Infrastructure Officer at District Council recommended contacting the Plunkett Foundation and Social Enterprise for guidance. Chair trying to contact District Council to arrange site visit to establish if property would be suitable for their housing stock for their temporary accommodation scheme. All agreed do not believe there would be enough volunteers/support for a community run shop at present time.

2022/127 Correspondence and consultations

Parishioner email - Broadband

Chair referred to parishioner email as previously circulated. PC members advised no current personal problems with broadband at present time, and any problems in past were resolved by contacting BT direct. All agreed PC to write to parishioner in question, thanking them for their communication and recommend that they contact BT direct – **YW**.

2022/128 Date of next Parish Council meeting and items to be considered for agenda

Next PC meeting 14th March 2023. Items to be considered for agenda;

- Future litter pick
- PC newsletter

2022/129 Chairman's urgent business

Cllr raised item of erection of posts on grass verge, Triple Plea Road and that the posts remained in place. Chair informed meeting that as advised at previous meetings, Norfolk County Council (NCC) Highways were pursuing matter and as previously agreed no further action to be taken by PC as this was a matter to be resolved by Highways and the resident, not involving the PC.

Meeting closed 9.00pm.

Minutes prepared by Yvonne Wonnacott, Parish Clerk, 12/01/23

Approved:

Date: