

# WOODTON PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on Tuesday 7th August 2018 at 7.30pm in Woodton Village Hall

**Present:** Andrew Weatherley – presiding (AW), Jane Wickstead (JW), Ian Butler (IB), Mark Leeson (ML), Caroline Seaman (CS), Danny Laskey (DL), Tricia Gunson - Chairman of Bedingham Parish Meeting (TG) and Yvonne Wonnacott – Parish Clerk (YW).

**Apologies:** Lorraine Potter (LP).

**Members of the Public:** None.

Item		Action By
2018/43	<b>Chairs Welcome.</b> Apologies: Cllr Potter.	
2018/44	<b>Declaration of any Interests in items on the Agenda.</b> Cllr Wickstead, Cllr Laskey and Cllr Seaman all expressed an interest with regard to Greater Norwich Local Plan (GNLP) and additional sites references GNLP 2100 and GNLP2130. Interests noted.	
2018/45	<b>Approval and signing of the Minutes of the Parish Council Meeting held on 19<sup>th</sup> June 2018.</b> Minutes were approved and signed by the Chair.	
2018/46	<b>Matters arising from the Minutes of the Parish Council Meeting held 19<sup>th</sup> June 2018</b> - not to be covered by specific items on this agenda. <u>Ravens Den</u> Cllr Butler raised question as to when outstanding Ravens Den repairs would be carried out. Chair advised matter is in hand, Chair to liaise with Cllr Leeson and to carry out required repairs. Cllr Leeson advised that H J Holden & Son had sprayed weed killer on the cycle track. <u>Defibrillator Sign</u> Parish Clerk to forward latest e-mail from Mat Phillips to Cllr Seaman for Cllr Seaman to liaise with the appropriate parties. <u>Suckling Place</u> Minute reference 2018/37, Chair confirmed that public footpath had been cleared. <u>Noticeboard</u> Cllr Wickstead advised had undertaken remedial action to prevent sticking to monitor and address as required.	AW/ML  YW CS  JW
2018/47	<b>Suspension of meeting for Public Participation.</b> None.	
2018/48	<b>Report from the County Councillor.</b> None provided.	
2018/49	<b>Report from the District Councillor.</b> None provided.	
2018/50	<b>Finance Matters.</b>	

	<p>a) Finance and Admin Report with Financial Summaries - Parish Clerk circulated this report prior to the meeting. Report approved.</p> <p>b) Expenditure for approval as per Finance and Admin Report – All approved, Chair and Vice-Chair signed cheques.</p> <p>c) Parish Clerk appraisal – Chair advised appraisal was carried out and both parties happy with performance and working relationship. As per Finance &amp; Admin Report Chair proposed one spinal column point (SCP) increase to SCP22 and hours to be increased to 5 hours per week, both to be backdated to April 2018, all agreed.</p> <p>d) Adnams Community Trust application – As per Finance &amp; Admin Report all agreed the proposed additional information with the additions of “WPC is applying for other grants/funding and has an amount allocated in the 2018/19 financial year budget towards this project” and to add a caveat that Woodton Playing Field has restricted access. Parish Clerk to submit additional information.</p> <p>e) Sport England Community Asset Fund – All agreed for Parish Clerk to submit an application. Cllr Wickstead to carry out exercise to establish number of steps around Suckling Place and advise Parish Clerk. Application to emphasis the benefits of exercise in this environment.</p> <p>f) Woodton United Charities (WUC) – All agreed WPC to submit an application for grant towards replacement fort. Parish Clerk to contact District Cllr Thomas as per minute ref: 2018/34 to establish if members grant would be available and if so to what value. Cllr Leeson to provide costing of replacement fort to Parish Clerk. Parish Clerk to e-mail Cllr Butler in his capacity on WUC to request application form.</p> <p>g) Grass cutting contract 2019/20 – Cllr Wickstead raised question if we could change wording for 2019/20 tender with regard to cuts of churchyard. Also additional price required as separate item for weed kill of cycle track at Ravens Den. Parish Clerk to provide draft tender and submit to Chair for approval.</p>	<p>YW</p> <p>YW/JW</p> <p>YW</p> <p>ML</p> <p>YW</p> <p>YW</p> <p>AW</p>
2018/51	<p><b>Planning Items</b></p> <p>a) <u>Applications received to date:</u> 2018/1659 and 2018/1660, The Park, Church Road. All agreed Parish Clerk to respond “we have no views or comments about this application”.</p> <p>b) <u>Decision notices received to date:</u> - 2018/1111, Albion Barn, approval with conditions and 2018/0884, Woodton County Primary School, approval with conditions, 2018/0918 and 2018/0919, Oaks Farm, refusal.</p> <p>c) <u>Greater Norwich Local Plan (GNLP)</u> – Chair advised Parish Council (PC) aware of additional sites, public consultation possibly in October 2018, PC would deal</p>	

	<p>with sites as and when they are put forward as planning application(s).</p> <p>d) <u>Rural Solutions, public consultation</u> – Chair advised land adjacent to Chapel Hill, proposed 60 homes. Was public consultation and PC notified parishioners through articles in Village Shop, website and on noticeboard.</p> <p>e) <u>Brown &amp; Co enquiry</u> – Chair advised of request from representative from Brown &amp; Co to attend PC meeting to discuss client’s interest in developing on land behind the playing field near the school. Chair advised had requested that representative attends September meeting to allow item to be included on agenda.</p>	
2018/52	<p><b>Amended Data Protection Privacy Notice</b> As circulated with Finance &amp; Admin Report, all approved and agreed to adoption with immediate effect.</p>	
2018/53	<p><b>Website.</b> Parish Clerk referred to the “In the event of an emergency” page as circulated with Finance &amp; Admin Report. All approved with the additions of information on location of sand bags, Village Shop hours changed to 6.00am to 6.00pm and Village Hall section to include that the PC can be contacted to advise of key holders if required. As per Finance and Admin Report cookies consent automatically appears on website.</p>	
2018/54	<p><b>Woodton playing fields/park – litter problem.</b> Cllr Wickstead advised that bins had been removed and Committee are finding litter is less of a problem with bins removed, Committee will be monitoring the situation over the summer holidays. South Norfolk Council (SNC) advised that on original planning permission for site there was no provision for bins to be provided.</p>	
2018/55	<p><b>Bus Stop.</b> Chair referred to parishioner e-mail re bus stop being installed on the main road outside the school at top of Church Road. All agreed not feasible location due to regulations with regard to junctions and safety issues. Parish Clerk to contact parishioner requesting that they contact Konect buses direct who would be able to advise of the required criteria.</p>	YW
2018/56	<p><b>Choosing the Right Community-led Plan Workshop.</b> Cllr Seaman advised was unable to attend workshop, item to be deferred to next meeting.</p>	
2018/57	<p><b>Suckling Place.</b> Chair advised formal letter received from SNC, confirming that SNC had agreed to the freehold transfer and the formal transfer is now with their solicitors. Cllr Butler advised that a third of inside had now been strimmed.</p>	
2018/58	<p><b>B1332 Road Improvements.</b> County Cllr Stone had advised of delay as signs had not been ordered, issue now addressed and everything previously agreed</p>	

	has been ordered. Item to be raised with County Cllr Stone at next meeting.	
2018/59	<b>Correspondence – Received to date.</b> <u>E-mail from SNC – Residents Parking Issues</u> As previously circulated all in agreement not applicable to PC.	
2018/60	<b>Date of next Parish Council meeting and items to be considered for the agenda.</b> Date of next Parish meeting is Tuesday 25 <sup>th</sup> September at 7.30pm. Items to be considered for agenda as follows; - - B1332 - Community-led Plan Workshop - Damaged grit bin - Ravens Den.	
2018/61	<b>Chairman’s urgent business – if any.</b> <u>Damaged grit bin</u> Cllr Leeson advised that grit bin on Triple Plea corner is damaged. Cllr Leeson to send photo of bin to Chair. Item to be included on next agenda. <u>PC Meeting 25<sup>th</sup> September</u> Cllr Seaman provided her apologies for the next meeting.	ML/AW

The meeting closed at 9.15 pm.

Minutes prepared by Yvonne Wonnacott 09/08/18

Approved ..... Date.....