

An Extraordinary Meeting of the Parish Council was held on Monday the 30th day of SEPTEMBER 2019 at the Royal British Legion, Long Lane – commencing 7.30 pm to discuss feedback and matters arising from the recent ‘Being an Effective Councillor’ training course run by the Norfolk Association of Local Councils.

COUNCILLORS PRESENT: Messrs Rayner (Chair), Lambert (Vice-Chair), Cole, Edwards, Storey and Studd, Mrs Arnold, Mrs Bane and Mrs Enefer-Harrison. Also present 1 member of the public.

APOLOGIES: Apologies were received from Mr Cock and Mrs McGeeney.

DECLARATIONS OF INTEREST: None.

PUBLIC SPEAKING: The meeting was suspended for 1 minute to allow members of the public to speak.

1. Staff and Councillor Training – This took place over two evenings; Monday 16th (attended by Messrs Cock, Cole, Edwards, Lambert, Rayner and Studd, Mrs Arnold and Mrs McGeeney) and Thursday 19th September (attended by Messrs Cock, Cole and Lambert, and Mrs Arnold). As Mr Rayner could not attend the session on the 19th, he had attended a full day course at his own expense. The general consensus was that the training was very useful and informative. Mr Lambert said the majority of the proceedings carried out by the Parish Council are correct and only a few items needed to be addressed, such as adding policies to the website. The current budget for training is set for £1000 and Mr Rayner asked if Councillors felt this was sufficient. Mr Storey questioned whether training is necessary and relevant to Feltwell and said that the Councillors needed to be mindful of the budget. Mr Studd said that the training identified gaps in knowledge of certain areas and the Council has a duty of care to address that. Mr Rayner felt that training needed to be kept on the agenda.

Mr Cole said he had asked the Clerk whether he could book himself onto NALC training courses not perhaps relevant to his role as a Councillor, i.e. the allotment course. Clerk had contacted the County Officer who advised that whilst it is possible for a Councillor to book themselves onto a training course, full Council approval must be given if the council is going to be invoiced/pay for it. However, it is possible for a Councillor to book themselves onto a course without council approval if he/she intends paying for this personally.

Mrs Enefer-Harrison said she would have liked to have attended but unfortunately couldn't due to work commitments however will keep an eye on the NALC bulletins for upcoming courses.

2. Personnel Committee including Terms of Reference – Mr Rayner said a Committee should be set up to discuss personnel matters on behalf of the paid staff (the Clerk, the Litter Collector and the Handyman) and meetings should be privately held. Mr Rayner asked for Committee members and Mr Lambert, Mrs Arnold, Mr Studd and Mrs Bane volunteered. Mr Edwards proposed Mr Lambert, Mrs Arnold, Mr Studd and Mrs Bane as members of the Personnel Committee, Mrs Enefer seconded, all in favour. Mr Lambert will draft the Terms of Reference and bring to the Parish Council for approval.

3. Extraordinary Meetings – 4th Monday of the Month – Mr Rayner said the training had flagged up that planning applications should be discussed in an open forum with members of the public invited to attend which wasn't always the case if deadlines fell before a meeting date. Mr Lambert pointed out that planning applications could still be decided via email as long as there is a policy in place. Mr Lambert thought that small scale applications could be discussed via email and substantial or major applications should be discussed at a meeting.

3. Extraordinary Meetings – 4th Monday of the Month (Cont)

Mr Cole said he supported this view. Mr Lambert proposed having a policy in place whereby planning applications could be discussed and decided via email with a proviso that a meeting could be called by any Parish Councillor to discuss a planning application should he/she so wish, Mr Studd seconded, 6 in favour, Mr Storey abstained.

4. Policies – Mr Rayner said several policies needed to be drawn up (including the above planning policy) and added to the website. Mr Lambert thought the best way forward would be to form a Working Party to carry out this task. Mr Studd, Mr Lambert and Mr Rayner said they would be willing to form a Working Party, together with the Clerk. Mr Rayner proposed setting up a Working Party consisting of himself, the Clerk, Mr Studd and Mr Lambert, Mrs Arnold seconded, all in favour. Mr Rayner said once policies are drawn up they will be presented to the Parish Council meeting for ratification and formal adoption.

5. Planning

Dunroamin Developments: Variation of Condition 2 of Planning Permission 18/01027/F – Erection of seven dwellings and amendments to access at land south of 3 and 4 Skye Gardens – Mrs Enefer-Harrison pointed out that this variation was in fact a retrospective application as some houses had been built facing a different direction to the original planning application (which was approved by the Parish Council) which she felt was to make way for an additional house and said this was disgusting. The houses that have been built now overlook a property behind this development. 8 against, Mr Storey abstained - REFUSE. Mr Rayner proposed writing to the Borough Councillors asking that this application be called in for determination, Mr Lambert seconded, all in favour, Mr Storey abstained. Clerk to write to Mr Storey and Mr Lawrence.

Dunroamin Developments: Erection of single detached house at land south of 3 and 4 Skye Gardens – During Public Speaking, a resident asked for the Parish Council to take into account his objection to this application, stating that the new house will overlook his property. He added that he wouldn't object to the application if this were to be a bungalow. Mr Lambert said he thought the Parish Council should object to this application as this developer has already breached planning with another application. 8 against, Mr Storey abstained - REFUSE.

Meeting declared closed 8.15 pm.
