

The Meeting of the Parish Council was held on Monday the 10<sup>th</sup> day of FEBRUARY 2020 at the Royal British Legion, Long Lane – commencing 7.30 pm

**COUNCILLORS PRESENT:** Lambert (Vice-Chair), Cole, Edwards, Storey and Studd, Mrs Arnold and Mrs Peckham. Also present 3 members of the public, Squadron Leader Turnbull and Master Sergeant Flora, Explosive Ordnance Disposal.

**APOLOGIES:** Apologies received from Mrs Bane and Mr Rayner (Chair).

**DECLARATIONS OF INTEREST:** None received.

**MINUTES:** Minutes of the last meeting were taken as read, agreed and duly signed by the Chair.

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

The Vice-Chair welcomed Mrs Linda Peckham to the meeting as a new Parish Councillor for the Anchor Ward.

### **MATTERS ARISING**

1. **RAF Feltwell** – Sqn Leader Turnbull introduced Master Sergeant Flora, a representative of the Explosive Ordnance Disposal. Sqn Leader said a 48-hour period of intensive flying will take place from 0600 hrs on 11<sup>th</sup> February, operating for 24 hours each day as part of an essential training operation. He said the traffic would continue to be delayed along Wangford Road as the compound would now not be fully occupied until June. He advised a security force operation will take place around 2200 hrs one evening to test the guard force however could not disclose the date. Following a query received by the Clerk regarding whose responsibility it is to clear greenery protruding from the base boundary fencing, he said he is attending a meeting on 12<sup>th</sup> February and would raise the question there. He then passed over to MSgt Flora who gave some background regarding his 10 years working with EOD Forces and said he resided in Feltwell. MSgt Flora explained the demolitions are regulated to no more than 5lb and if they were to go over this then they would lose their licence to train which in turn means they lose their mission readiness. They are also back up for the British Bomb Squad and if they don't have their demolition qualification then this puts everyone in jeopardy. He then said an invitation will be given to 15 Feltwell and Hockwold Councillors and residents to go onto Base on 25<sup>th</sup> March to view detonations taking place. This will provide an opportunity for the EOD to educate them on what they are doing, why it is important and how they are trying to minimise the number of training exercises. Sqn Leader said they are also looking at alternative locations as they are bottom priority at Stanta and went on to stress that their relationship with the residents of Feltwell is important to them. Mr Storey said he hoped to attend and said he would like to obtain information that day regarding whether demolitions cause structural damage to property. Sqn Leader Turnbull and MSgt Flora departed the meeting at 7.47 pm.

2. **SNT** – Police Connect emails circulated and one report of a burglary at Southery Road.

3. **Risk Assessment** – Mr Storey carried out the inspection. He said there are small parcels of wood debris on the field probably caused by the recent strong winds. There is weeds and grass growing on the slabbed area and inside the boundary fence of the tennis court. There is a washer and nut missing one of the teen shelter legs. Clerk to speak to Handyman. The hole is still present on the side of the Junior FC's container and he felt this could do with painting. Clerk to write to Junior FC Manager. One stump near the Paynes Lane entrance has huge 6ft high spikes and needles poking from it which Mr Storey said were dangerous and he would remove it.

**MATTERS ARISING (CONT)**

The briars and suckers on the roadside of the boundary fence need attention, Clerk said Rangers had cut some greenery back but would speak to them again. Handyman is obtaining a new vent and gutter cap for the Changing Rooms. He has replaced the plastic casing on the zip wire, removed the graffiti and put up the 'No Dog' signs. CNC Building Control advised they had spoken to the owner of the chalk wall who instructed their rental agent to remove the loose debris and put up Heras fencing to cordon it off. The owner will make repairs on his return to the property in June. Clerk said tree work will be carried out 3<sup>rd</sup> and 4<sup>th</sup> March. Clerk read out four prices for stump removal, the most competitive received from S P Landscapes at £550 + VAT. Mr Studd proposed S P Landscapes undertake this work, Mr Cole seconded, all in favour. Clerk read out three prices for the annual operational inspection, most competitive received from Wicksteed at £45 + VAT. Mr Studd proposed Wicksteed carry out the inspection, Mr Cole seconded, all in favour. Clerk will organise. Mr Rayner to carry out the next inspection.

4. Balance Sheet – No queries.

5. Allotment Pest Control – No report received for January.

6. NALC – NALC bulletins circulated as received.

7. Briefing sessions (i) Local Plan – Site Allocations & Development Management Policies Development Plan Document (ii) 5 year land supply – Mr Storey said this is ongoing.

8. Street Light Replacement – Clerk has ordered 13 street lights for the Oakfields Estate and these should be fitted w/c 2<sup>nd</sup> March.

9. Ranger Visit – Brambles around playing field have been cut back, the footpath from Short Beck to Glebe Farm, Hythe Road has been sided out 75m and swept the full width for 140m and the hedge from Portal Close to Hereward Way has been cut back 28 metres.

10. Parish Partnership Scheme – Decision will be advised mid-March.

11. Locality Budget – Mr Storey is meeting Andy Wallace and the Area Manager at the end of March.

12. T T Jones Electrical Ltd – Column Replacement & Electrical Testing – Redundant column has been removed.

13. Cllr Martin Storey Report – Mr Storey said NCC Highways and Fire & Rescue teams had attended over 350 incidents in Norfolk during Storm Ciara. The deadline for the Boundary Commission consultation has been extended to 24<sup>th</sup> March. NCC Budget Meeting is being held 17<sup>th</sup> February. Clerk has obtained two dates for a meeting with Alan Gomm to discuss the Neighbourhood Plan but said only three Councillors were able to attend each date which were both Wednesdays. Mr Studd said it was the Parish Council's duty of care to obtain further information so Clerk will request an alternative date, preferably a Monday.

14. Tree - Old Methwold Road – Clerk read out price received from S P Landscapes for surveying the two Parish Council-owned trees (one opposite the Chequers and the other on Old Methwold Road) which was £115 + VAT. Mr Studd proposed S P Landscapes carry out the survey, Mrs Arnold seconded, all in favour. Clerk to arrange.

15. Fence – As Mr Rayner was not present, there was no update on removing a fence panel to widen the vehicle entrance to the playing field from the car park.

**MATTERS ARISING (CONT)**

16. High Street/St Mary's Junction – Clerk said Highways had confirmed that 'SLOW' will also be painted in the Spring between Mulberry Close and the One Stop as well as along Bell Street.

17. Doctors' Lease – Surgery have accepted proposal of £300/annum for a six year lease. Clerk has received draft lease and an email from Solicitor stating that consent from the Secretary of State is required to grant the lease. The cost for the Solicitor to undertake this application is approximately £400 + VAT. Mrs Peckham proposed Solicitor proceed with this, Mr Studd seconded, two Councillors in favour, three abstained. Clerk to advise Solicitor.

18. Budget/Precept 2020/21 – Clerk presented updated expenditure sheet and budget proposals. During Public Speaking, a resident said she had looked at some ideas online and that two stacked tractor tyres looked more effective than one and no expense would be incurred on timber. Another resident said she would be happy to help with planting and watering.

19. Memorial Garden – Ongoing as Mr Rayner was not present.

20. Allotment Shed Break-Ins – Mr Lambert said it had come to light that some tenants did not want a gate or barrier at all and he felt that all tenants should have a say in this before a decision is made. Clerk still to arrange a meeting with Mr Ayres and Mr Lambert to obtain a price.

21. Dog Bins – Clerk said several dog waste bags had been left in a rubbish bin on the entrance to Addisons Close which the Borough Council had refused to empty due to health and safety reasons. Mr Cole had kindly emptied the bin. Mr Cole proposed purchasing a dog bin to be situated on the opposite side of the entrance to Addisons, Mr Studd seconded, all in favour. Clerk to purchase new dog bin.

22. Review Grass Maintenance Contract – Clerk read out six prices. Although not the cheapest at £3600 + VAT, it was felt the current contractor (R H Landscapes) had provided a high level of customer service and care, and that this was most important. Mr Cole proposed employing the services of R H Landscapes, Mr Studd seconded, all in favour. Clerk to arrange.

23. Hythe Road – Rangers have undertaken this work.

24. Online Banking – Clerk said Barclays would need to speak with the Chair to discuss setting up payments via Barclays.net however online banking with 'view only' access could be set up for the Clerk. Mr Studd proposed setting up 'view only' online banking, Mr Cole seconded, 4 in favour, Mr Storey abstained. Clerk to speak to Barclays.

25. Enquiry from Feltwell United U12 Team – Clerk said she had had no further communication from the Manager.

26. Highways – Clerk said she and the Chair had met with Jay Moorse and discussed various issues. Potholes are all programmed although no timescale for repair as yet. Speed reduction measures for Paynes Lane were discussed. 20mph zone could be put in place but the Parish Council would have to fund this and the cost of a Traffic Order is between £6k - £10k with no guarantee of being granted. He said a trod along the playing field perimeter might be a better option and it was agreed this was something to be considered in the next Parish Partnership Scheme. No update re sharing resources (ie SAM2) with other parishes as Mr Rayner absent.

27. Memorial Bench – Mrs Peckham believed the bench should be in memorial of Mr Cooper as he had been a long-standing Parish Councillor. Mr Lambert proposed keeping the bench in memorial of Mr Cooper, Mrs Arnold seconded, all in favour.

### **MATTERS ARISING (CONT)**

28. Fete Donation Request – Carried forward to next meeting.

29. Norfolk Playing Fields Subscription Renewal – Cost to renew is £25/year. Mr Cole proposed renewing, Mr Studd seconded, all in favour. Clerk to renew subscription.

30. Annual Operational Playground Inspection Quotations – Discussed under Item 3.

31. Kebab Van Request – Request received from owner regarding relocating to two alternative locations. Mr Lambert said the Parish Council has no jurisdiction to grant permission. Mr Cole proposed replying with this information, Mrs Peckham seconded, all in favour. Mrs Peckham proposed adding that the Parish Council would not agree to either of the two alternative sites due to safety issues, Mr Cole seconded, all in favour. Clerk to write to owner of kebab van.

32. Circulation of Minutes – Clerk asked if any Parish Councillors would prefer to receive their Agenda and Minutes via email. Mr Lambert, Mr Studd and Mrs Arnold said they would, Mr Cock and Mrs Bane indicated prior to the meeting via email that they would. Mr Cole, Mr Edwards, Mr Storey and Mrs Peckham said they wished to continue receiving hard copies.

33. Purchase of New Photocopier/Printer – Clerk advised prior to the meeting that her photocopier had broken so she had obtained a price for a new one which combined a printer at £167.50 + VAT. An additional high capacity black ink cartridge was also quoted at £80.10 + VAT. Mr Edwards proposed purchasing both at a total of £247.60 + VAT, Mr Cole seconded, all in favour. Mr Cole asked if this cost would be factored into the 2020/21 budget but Mr Lambert said it would not be.

### **CORRESPONDENCE**

34. Police Connect – Emails received and circulated

35. NCC – Emails – ‘Norwich Western Link update; Extension of consultation period for electoral review of NCC; ‘Applications invited for four Norfolk County Council farms’

36. BCKLWN – Email – Mayor’s Charity Jazz Concert; Notification of New Property Addresses 8 Plots at Skye Gardens

37. EOD Operations Section, RAF Lakenheath – Emails – Demolitions at RAF Feltwell: 11 on 22/01/2020, 1000 hrs - 1500 hrs, 2 on 28/01/2020, 1000 hrs - 1400 hrs

38. PC Lee Anderton – Email – Special Constabulary Recruitment Event

39. TWR Accountants – Email – January Tax Tips & News

40. Elizabeth Truss MP – Email – ‘This Girl Can’ campaign funded by Sport England

41. Community Action Norfolk – Emails – Jobs Newsletter

42. West Norfolk Clinical Commissioning Group – Email – Newsletter & Winter Briefing

43. Rural Services Network – Emails – Weekly bulletins

44. The Engaging People Company – Email – ‘Love West Norfolk Day’

45. E.ON – Email – Monthly Marketing Report (December)

46. Early Help Children’s Services – Email – February Bulletin; Service Directory

47. Norfolk & Norwich Hospital – Email – Settle In Service

48. Earth Anchors – Email – Promoting picnic tables

49. Brochures – Parish Magazine

50. **CHEQUES** – Cheques were signed for the following – J Martin £32.55, S Sargent £103.51, T George £171.71, E.ON £498.04, Viridor £174.24, T T Jones Electrical £69.41, URM £21.60, SSE £101.22, Shaw & Sons £74.40, NPFA £25.00, Standing order to J Martin £846.47, direct debit to BT £51.62.

51. **PLANNING**

**Mrs M J Banham:** Outline Application: Residential development for three dwellings (terrace) including parking and access drive; realigned boundary to Field Farm, 50 Paynes Lane – 6 in favour, Mr Storey abstained – APPROVED.

**ANY OTHER BUSINESS**

52. VE Day – Mr Cole asked for clarification on whether the Parish Council was involved in the VE Day celebrations following a British Legion article in the Parish Magazine. Mrs Arnold said it was not.

53. Cones along High Street – Mr Edwards asked if anyone knew who was putting cones on High Street near The Fish Piper. Mr Lambert asked everyone to be vigilant.

54. Dog on Playing Field – Mrs Peckham said a man has been repeatedly walking his dog on the playing field.

55. April Meeting – Mr Cole said the April Parish Council Meeting falls on a Bank Holiday. To be discussed at next meeting.

Next meeting to be held on Monday 9<sup>th</sup> March 2020 at 7.30 pm at the British Legion.

Meeting declared closed 9.33 pm.

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