

The Meeting of the Parish Council was held virtually via the Zoom platform on Monday the 9th day of NOVEMBER 2020 – commencing 7.00 pm

COUNCILLORS PRESENT: Messrs Rayner (Chair), Lambert (Vice-Chair), Cock, Cole, Storey and Studd, Mrs Arnold, Mrs Bane, Mrs McGeeney and Mrs Peckham. Squadron Leader Turnbull was also present (joined the meeting at 7.30 pm) and 2 members of the public.

APOLOGIES: None received.

DECLARATIONS OF INTEREST: There were no declarations of interest.

MINUTES: Minutes of the last meeting held Monday 12th October were approved. Mrs Bane proposed, Mrs Arnold seconded, 6 in favour, Mr Cock and Mrs McGeeney abstained as they had been absent from the meeting.

PUBLIC SPEAKING: There were no issues raised by members of the public.

MATTERS ARISING

1. **RAF Feltwell** – Sqn Leader apologised for his late arrival due to being unaware the meeting had been scheduled for an earlier time. Personnel from the 492nd Squadron have returned to RAF Lakenheath and are now in two-week quarantine. The meeting between Col. Camilletti, the Chairs of the Hockwold and Feltwell Parish Councils and Mr Storey to discuss detonations scheduled for Friday has been postponed until December due to the second Covid-19 lockdown. All USAF personnel will abide by UK Covid-19 Government guidelines although Col. Camilletti is very conscious of the impact on staff mental health. Sqn Leader thanked the Parish Council for organising the Remembrance Day Service on Sunday 8th November and the Chair thanked him and his USAF contingents for taking part. Sqn Leader departed the meeting at 7.52 pm.

2. **SNT** – Police Connect emails circulated, no reports regarding Feltwell.

3. **Risk Assessment** – **Inspections:** Clerk said Handyman was continuing to carry out weekly inspections and no additional issues have been reported since the last meeting. **Grab Rails:** Quotation from Fenland Leisure for supplying and installing new grab rails for the multipay equipment was £570.68 + VAT. Mr Storey felt two other quotations should be received in line with current standing orders. Mrs Peckham explained that the rails have to be manufactured as parts for this equipment are only available from the USA and freight is expensive therefore it would probably be quite difficult to obtain further quotations as Fenland Leisure have the original rails. Mr Cole said he had recently looked at the play equipment and another of the grab rails on the other side is also rusty and may need replacing. As the missing rails were not urgently required because the equipment can still be used safely, Clerk will request Fenland Leisure inspect the other grab rails during their next quarterly inspection and try to obtain quotations for the original two and any replacement rails from other companies as well as Fenland. **Skate Park:** Clerk said she had not heard from Canvas Spaces even though she had chased this several times. **Boundary Wall:** Clerk said BCKLWN Building Control had inspected the wall and reported that although it is currently safe and in no imminent danger, it will continue to deteriorate and will benefit from repair works. The surveyor has instructed the owners to carry out repairs but as they are in America at the present time, suggested the Parish Council contact Environmental Health as the wall should be covered under Sections 79 Ruinous and Dilapidated legislation. The Clerk has contacted Environmental Health as per the Chairman and Vice-Chairman's instructions. Mrs Peckham said the wall is now deteriorating further along and felt some form of barrier is required. Mr Studd agreed and questioned whether the Parish Council should erect fencing but Mrs Peckham felt this could create a precedent and encourage other residents to follow suit. Mr Rayner proposed writing to the owners requesting they put up more fencing and stating that they would be liable if a member of the public incurred an injury because of it, Mr Cole seconded, all in favour. Clerk to write to the owners.

MATTERS ARISING (CONT)

Teen Shelter: Mrs Peckham said the rear panels have been removed and antisocial behaviour has reduced. Mr Lambert believed the teenagers had relocated to St Nicholas Church porch as it had been full of rubbish so a padlock had been put on the door. He expressed his view that the teenagers need somewhere to go or they will cause a nuisance around the village.

4. Balance Sheet – No queries.

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

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 the White Paper is not in the planning system yet and the Local Plan was ongoing.

8. Ranger Visit – Rangers report received and all work has been undertaken.

9. Parish Partnership Scheme – **Trod:** Mrs Peckham said she and the Clerk had met with Highways and that a trod along Paynes Lane was not possible as the road is too narrow. **Village Gates:** Clerk had circulated prices for wooden gates received from the Stoke Ferry Parish Clerk and plastic ones from Glasdon. Mr Rayner presented an image of an ornate plastic gate for which he had obtained a price from Glasdon last year. Mr Cock proposed submitting a bid for three sets of plastic entrance gates incorporating the ‘FELTWELL’ sign for Hythe Road, Lodge Road and Wilton Road (Mr Rayner said Andy Wallace had advised the verge was not wide enough at Southery Road to accommodate gates), Mrs Arnold seconded, 6 in favour, 2 against. Mr Lambert proposed purchasing three sets of wooden gates, Mr Storey seconded, 8 against. Mrs Bane felt village gates were not effective and proposed not purchasing any, Mrs Peckham seconded, 8 against. Clerk to submit bid for three sets of plastic entrance gates incorporating the ‘FELTWELL’ sign, one gate to have an ornate feature.

10. Locality Budget – Mr Storey is attending a virtual meeting with Andrew Wallace who will provide him with a list of priorities within his division upon which he will make a decision.

11. Cllr Martin Storey Report – Mr Storey said two consultation deadlines are approaching; the Budget consultation on 14/11/20 and the Boundary Commission on 23/11/20. All information is on the NCC website. NCC is to give £200,000 to the Norfolk Community Foundation to support families over the Christmas period. Mrs Peckham asked how the £1m lost on a building in Thetford is going to be spent and Mr Storey asked her to email him directly for this information.

12. Tree - Old Methwold Road – Clerk has received three quotations to lift the tree canopy at Old Methwold Road and remove a dead branch from a tree at the playing field near the play equipment. Most competitive was from S P Landscapes at £225 + VAT. Mrs Peckham proposed S P Landscapes carry out the work at £225 + VAT, Mr Rayner seconded, all in favour.

13. Fence – Mr Rayner said new gate and fence should be installed this month.

14. Memorial Garden – Mr Rayner said he was pleased with the Remembrance Service and thanked those Councillors who attended.

15. Dog Bins – Clerk said MWM (Anglia) will lay the base by the end of the week.

16. Online Banking – Chair will continue to pursue.

MATTERS ARISING (CONT)

17. Playing Field Gates – Mrs Peckham said Handyman had adjusted the gate but it has started to drop again.

18. Bell Street Bin – Clerk confirmed price to lay the concrete base was the same as Addisons Close at £150 + VAT therefore she had instructed MWM (Anglia) to proceed and work will be completed by the end of the week weather permitting.

19. Matters Arising from Extraordinary Meeting held 27th July 2020 – **Discuss Strategy for Forwarding Capital Projects Named in the 2020/21 Budget: Falcon Rd Alleyway:** See Item 25.

20. Small Business Grant – Ongoing.

21. Weight Restrictions and ‘No Right Turn’ from Wissington Factory – Ongoing.

22. Vacancy – See Item 54.

23. Wildflowers – Mrs McGeeney said Stockton Parish Council employ a company to plant and maintain their wildflowers. Mr Rayner asked her to email the Councillors the information so it can be discussed at the next meeting.

24. Operation ‘London Bridge’ – Ongoing.

25. Precept & Budget – Chair asked for ideas for the 2021/22 budget. **Falcon Road Alleyway Repairs:** Mr Lambert put this forward. Clerk advised Solicitor had confirmed the Parish Council would be liable for any repair work carried out and that adjoining property owners must take responsibility for removing any unreasonable interference with the exercise by the PC of its right of way. Mr Lambert questioned whether the Parish Council had the right of way and Mrs Peckham thought that historically people in the parish have a right of way and as the Parish Council represents its parishioners then they have a historical right of way over it. Mr Lambert said he fully supported this. He said patching work was required near the gateway to the playing field and tree roots need to be dug out. Mrs Peckham said the Highways Officer had said at the recent meeting regarding the trod that Highways are not legally permitted to remove tree roots as they may cause damage to the tree. Mr Lambert said Highways had dug up tree roots when they had previously carried out repair work to the alleyway. Clerk to obtain prices so that it can be considered for next year’s budget. **Planters:** Mr Cole suggested planters but said alternatively flowers could be planted in the ground beneath the new entrance gates. Mr Lambert thought this may look untidy as the grass would not be cut around them and the flowers would be covered in mud from lorries driving past. **Tennis Court Resurfacing:** Mrs Peckham asked if the £10,000 Small Business Grant and £2,314.20 CIL money could be allocated to this. Mrs Bane said the MUGA idea should be temporarily shelved as the tennis court and new play equipment would be used more widely. Mr Lambert agreed and said an amount should be allocated to new play equipment. **New Street Light Columns:** Mrs Bane said two new street light columns could be considered for Munsons Lane and one for Oak Street. **Other Items:** Mr Lambert said the war memorial wall was in need of repair and Mr Cock said the railings around the war memorial need painting. Mr Storey said the bench on High Street needs painting and other benches around the village may also require attention. Mr Rayner asked Mr Storey if any cutbacks were being made by the Borough Council re grass cutting next year and Mr Storey replied that it wasn’t something being considered at the present time.

26. Clerk’s Pay Increase – See Item 53.

27. Junior FC – Clerk read out email from the U17/18 Manager requesting a fridge and rent reduction due to non-use of the Changing Rooms during the Covid-19 pandemic. Mrs Peckham said that as the teams are not playing at the moment due to lockdown and the weather is colder,

MATTERS ARISING (CONT)

maybe it would be best to revisit the fridge request next year when it would be more certain what teams would be playing. She asked if the fridge would be turned off after each use and the door left open to prevent odours. Mr Studd said that if this was the case, it would be better not to have it and proposed the request for a fridge be declined, Mrs McGeeney seconded, 6 in favour, Mr Lambert and Mr Rayner abstained. Regarding rent reduction, Mrs Peckham asked why the Seniors were charged £25/hour and the U17/18 only £15/hour. Clerk said the U17/18 do not use the showers and Mr Lambert said that the Parish Council had always helped the youngsters. Mr Rayner asked the Clerk to enquire what reduction the U17/18 team had in mind.

28. Christmas Tree in Churchyard – Mr Rayner said the tree had been ordered and he will liaise with Mr Storey re collection w/c 23/11/20. A working party will set it in place and ensure Government guidelines are adhered to at all times. Decoration will take place w/c 2/12/20 when lockdown restrictions are due to end. Donations have been received from the Parish Magazine, the Senior FC, Peckham Haulage and Mr Studd. Mr Storey said the Storey family will pay for the tree.

CORRESPONDENCE

- 29. BCKLWN – Email – Guide for Remembrance Service; Council Tax Support Scheme 2021/2022 Consultation ‘Covid-19 safe’ signage - Request for requirements
- 30. NCC – Emails – Amended dates for closure of B1112 to 26 – 30/10/20; Norwich Castle Museum & Art Gallery to Reopen; Precautionary Testing underway at Bernard Matthews; Norfolk Covid-19 weekly update; £1m capital funding awarded by Norfolk’s Social Infrastructure Fund to community organisation; NCC Annual Budget Consultation
- 31. RAF Lakenheath – Email - Explosive Detonation Notifications for 4 – 5/11/20
- 32. TWR Accountants – October Tax Tips
- 33. PC Lee Anderton – Community Update
- 36. Rural Services Network – Rural Bulletins
- 37. Early Help Children’s Services – Email – West Norfolk Early Help C-19 Round up (weekly)
- 38. Healthwatch Norfolk Ltd - Email – QE Hospital King’s Lynn Patient Experience
- 39. Cambridgeshire & Peterborough City Councils – Email - Cambridgeshire and Peterborough Minerals and Waste Local Plan – Proposed Main Modifications Consultation
- 40. Alive West Norfolk – Email – Older people survey
- 41. Arien Designs Ltd – Email - Countryside and Commercial Signs & Graphics
- 42. Creative Play - Email - Council Play Parks - Before & After Transformations
- 43. Brochures - Parish Magazine

44. **CHEQUES** – Payees list was approved and cheques will be signed by the Chair, Mr Lambert and Mrs McGeeney for the following – J Martin £8.76, S Sargent £153.61, T George £184.00, Viridor £167.99, E.ON £369.34, Cash £100.00, K&M Lighting £103.27, PKF Littlejohn £360.00, Wybone £673.18, I Rayner £705.72, BT £56.15, R H Landscapes £540.00, Anglian Water £20.55. Standing order to J Martin £846.47.

45. PLANNING

- **Mrs E Leslie-Smith: Extension and associated alterations at 24A Oak Street** – 9 Councillors in favour, Mr Storey abstained - APPROVED
- **Mr & Mrs White: Certificate of lawfulness - Use of livery business for more than 10 years at Birch Farm, Southery Road** – 9 Councillors in favour, Mr Storey abstained - APPROVED
- **Mr J Nunn: First floor side extension over the double garage with a pitched roof at Red Wing Cottage, Mundford Road** – 9 Councillors in favour, Mr Storey abstained – APPROVED
- **Sir Edmund de Moundeford Charity: Conversion of and extension to hall to form three dwellings at Hall and Premises, The Beck (Amended)** - 6 Councillors in favour, Mr Cock, Mr Lambert, Mrs McGeeney and Mr Storey abstained (due to being Trustees) – APPROVED

PLANNING (CONT)

Mrs Peckham said the written comments made by the Charity's agent were totally unacceptable and presumed that as the properties are starter homes, they won't need more than one parking space which implies that prospective owners cannot afford more than one vehicle.

Planning Breach – It was believed the development at 26 Oak Street was in breach of planning as a Councillor had been informed the owner is planning to allow his daughter to reside there. Clerk to enquire of consequences should this be the case. Also, the development has not been built in accordance to Drawing 13748 within the application as it has been rotated 90 degrees. Chair proposed a breach of planning be lodged, 8 in favour, Mr Storey abstained. Clerk to report.

ANY OTHER BUSINESS

46. **Tractors** – Mrs McGeeney asked village tractor drivers to be more safety conscious when driving through the village as she has observed them speeding and undertaking dangerous manoeuvres. Mr Storey said it was more likely to be contractors and Mr Rayner said he had witnessed maize contractors travelling too fast and would assist Mrs McGeeney in contacting the various firms for whom they are contracting.

47. **Fly-tipping** – Mrs Bane said numerous items have been flytipped at the rear of the Orbit Housing properties. Clerk to contact Orbit.

48. **Street Light** – Mrs Bane reported an 'old style' street light on the Oakfields estate that should have been replaced with an LED version. Clerk to investigate.

49. **Old Brandon Road** – Mrs Bane said the road is covered in mud and needs clearing.

50. **CIL Payment** – Clerk reported CIL payment of £2,218.20.

51. **War Memorial** – Mr Rayner said a parishioner has asked permission to clean the steps and slabs of the war memorial. Mrs Peckham said that early Spring would be a better time for this and if the offer was still open then, this should be considered at that time.

PROPOSAL TO CLOSE THE MEETING TO THE PRESS AND PUBLIC – Mr Rayner proposed the motion that in view of the confidential nature of the business to be transacted, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, members of the Press and Public be excluded from the meeting at this point as the matter next being discussed is a confidential issue relating to the Clerk's pay and the Casual Vacancy, Mr Studd seconded, all in favour. Members of the public departed the meeting at 9.15 pm.

52. **Clerk's Pay** – Mrs Peckham proposed setting the Clerk's pay scale at NALC's Recommended Pay Scale 22, current pay to be increased by 73p/hour accordingly and backdated to 1st April 2020, Mrs Bane seconded, all in favour. Mr Lambert proposed the Clerk's Scale of 22 be reviewed annually, Mrs Bane seconded, all in favour. Mr Cole said he would like more information as to how the NALC Scales were decided.

53. **Casual Vacancy** – Three applications were received and voted on. All in favour of Mrs Helen Wilson becoming the new Parish Councillor. Clerk to write to Mrs Wilson.

Next Parish Council meeting to be held virtually on Monday 14th December 2020 at 7.00 pm via the Zoom platform. Meeting declared closed 9.45 pm.

On 30/11/2020, planning was REFUSED for the following application by 7 Councillors and Mr Storey abstained:- **Mr & Mrs Swadling: New dwelling house to the rear of No. 47 High Street incorporating access from Payne's Lane, a new double garage and an off road parking space for No. 5 Payne's Lane at land to the rear of No. 47 High Street.** This was refused for the following reasons:-

1. The Highways Officer states in his letter of 4th November 2020 that "Paynes Lane is not heavily trafficked" and is "generally accessed by local traffic" which is not true. Paynes Lane is extremely busy especially during the morning and later in the afternoon as it is used as a through road by many. Clerk to strongly request a traffic survey is conducted between 7-9 am and 3-6 pm, so that a true account of traffic usage can be obtained.
2. When exiting the site to the left, visibility is greatly reduced due to the boundary line of the adjoining property and even more hazardous if the two vehicles belonging to No.5 are parked there (which is the case at the present time). This access is in a narrow part of Paynes Lane.
3. The floor plans/elevations show only one on-site parking space for the new dwelling as one vehicle is parked on the highway. At least two parking spaces should be available for a 3-bedroomed house. Two parking spaces are shown for No.47 but if the new dwelling is sold then these spaces may not be available which would then cause parking issues.
4. If under permitted development the garage belonging to the new property is converted to accommodation, there will be no access to the rear of the property for parking. The result will be parking in the High Street and Paynes Lane.