

Great Ellingham Parish Council
Minutes of the meeting of the Parish Council
held at the recreation centre on Wednesday 17 January 2018 at 7.30pm

In Attendance: Cllr T Betts (Chairman) Cllr T Getley, Cllr S Banks, Cllr D Howe-Li-Rocchi, Cllr N Perkins, Cllr D Simpson

Parish Clerk Anne Rayner
County Councillor Cliff Jordan
7 members of the public

- 1. Open Forum – An opportunity for any parishioner to speak on parish matters and to hear reports from District and County Councillors, if available** – A member of the public asked if, prior to the Local Plan being adopted, hopefully in September 2018, local landowners can continue to put forward land proposed for development and Breckland Council will be obliged to consider it. The Chairman confirmed that, as Breckland Council do not have a five year housing land supply, they are still vulnerable to developers. This does not mean that the parish council cannot object to applications, if appropriate, as it is recognised that the existing planned development will put a considerable strain on infrastructure and local amenities.
A resident raised the issue of recent flooding in Long Street. The Chairman confirmed that the developer of the housing at the triangle has confirmed that they will clear nearby drainage ditches, which should ease the problem.
It was noted that at least two residents have recently reported being struck by vehicles in the village. The Chairman stressed that it is imperative that each incident is reported to the Police. If they go unreported, when looking at accident statistics and safety issues in the village, it appears that they didn't happen.
A member of the public asked if there are plans in place to manage contractors' vehicles during periods of building. The Chairman confirmed that there is normally a traffic management plan within the planning permission / application and most vehicles should be off road on hard standing provided on site.
The Chairman gave a brief summary of the proposal from Norfolk County Council to provide a trod path between Great Ellingham, leading to the removal of free school transport for children living within three miles of Attleborough Academy. This had raised considerable concern in the village, given the volume and speed of the traffic travelling on the B1077. The Parish Council agreed to commission an independent road safety audit, the cost of which was covered by an anonymous benefactor, and parents formed a group in an attempt to prove to Norfolk County Council that this idea was completely inappropriate. The Chairman asked Councillor Jordan if he could become involved and Councillor Jordan did meet with the officers involved to hear more about the proposal. The decision has been made not to proceed with the original proposal, however, Councillor Jordan did say that requests for a tarmac path between Great Ellingham and Attleborough came out of the consultation and there may be an evaluation to see if this is a possibility.
Councillor Jordan highlighted the issue of the requirement for District Councils to be able to prove a five year housing land supply, which is a significant problem, although not just for Breckland. With the housing being built in Norfolk it is recognised that the infrastructure needs to be improved, including roads and Broadband provision. Progress is being made but will take time. Councillor Howe-Li-Rocchi acknowledged the excellent news regarding the school transport provision but asked Cllr Jordan to look into why the consultation did not follow Norfolk County Council's own published procedures. Cllr Howe-Li-Rocchi asked as the process was flawed, if

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Norfolk County Council would be refunding the cost of the road safety audit to the parish council. Cllr Jordan advised that this could not happen, the County Council are obliged to consider matters such as school transport periodically and it was a choice made by the parish council to commission a road safety audit as part of their challenge. Cllr Howe-Li-Rocchi noted that only parents received the letter notifying of the consultation, contrary to NCCs procedures and the initial time stated for the consultation was not long enough. Cllr Jordan agreed that he would look into the process undertaken by NCC in this case.

2. **To consider apologies for absence** – Apologies were received and accepted from Councillors Mellor and May.
3. **To receive any declarations of interest in any item on the agenda** – None to declare.
4. **To confirm the minutes of the meeting of 20 December 2017** – The minutes were approved without alteration and signed as correct by the Chairman.
5. **To report matters arising not on the agenda and hear the Chairman's report** – Nothing additional to report.
6. **To consider applications for the parish councillor vacancy** – Adrienne Partridge was present and her wish to join the parish council was noted. Councillors unanimously agreed to accept Adrienne's application for co-option and the appropriate paperwork was signed.
7. **Planning applications considered between meetings** – None
8. **To hear of planning decisions and other information:**
 - a) 3PL/2017/1440/F – White House Farm, 97 Long St – 2 no 4 bed houses & garages – approved
 - b) 3PL/2017/1314/CU – Lynden, 66 Long St – Change of use from amenity to garden land – approved
 - c) 3PL/2017/1403/F – Land adj. 21 Hingham Rd – New residential dwelling – Refused
9. **To consider planning applications**
 - a) 3PL/2017/1551F – 6 Mill Lane – Side & rear extension for attached annex and ground floor bedroom for owner – Councillors did not object to this application as such, however, it was noted that the planned bedroom window would look directly onto a neighbouring garden. It was agreed that the parish council would ask planners to consider this.
 - b) 3PL/2017/1547/O – Land SE of Church St & SW of Attleborough Rd – Residential development of up to 30 dwellings - Councilors objected to this application on the grounds of unsustainability, outside the development area, highways concerns, loss of amenity, concerns re proximity and view of the Church and other nearby listed buildings.
 - c) 3PL/2017/1568/F – Land east of Town Cottage, Town Green – Erection of dwelling & garage – Councillors did not object to the application but asked that the condition requested by Kay Gordon, NCC Highways, be imposed.
 - d) 3PL/2018/0010/F – Land adjacent to The Bungalow, Bow St – Construction of single detached dwelling and garage / cart lodge – Deferred until the February meeting.

- 10. To agree the precept increase for 2018** – Councillors unanimously approved the 5% increase recommended during the November meeting. The clerk will submit the precept request to Breckland.
- 11. To hear information regarding the road safety audit and to acknowledge the donation covering the cost of the audit** – The parish council and residents wished to record their thanks to the person who donated the funds to allow for the independent road safety audit to take place.
- 12. To agree the layout of the garden to be created on the triangle of land donated by Melton Farms** – The Chairman asked for suggestions relating to the layout and considerations regarding the triangle of land. The developer is required to: put in a hedge, provide gateways and prepare the ground for grassing. It will then be donated to the parish council to form a garden area. Councillor Getley asked about the responsibility of the trees on the land. The Chairman confirmed that the trees have been subject to an arboricultural survey and have been deemed healthy. Cllr Getley asked that this be double checked as he has concerns regarding the liability falling to the parish council regarding this matter. The Chairman confirmed there is a provision within the S106 agreement, for a one-off payment of £6270 for repair and maintenance, which will be paid to the Parish Council at the time it adopts the open space. Cllr Howe-Li-Rocchi noted that there is a high voltage cable running directly underneath the land. Anyone undertaking work in the area will need to be made aware of this. It may be sensible to place a path over the route of the cable, preventing anyone from digging into the cable in the future. Some Councillors voiced concern about an access point on to Long Street, given the lack of path and the volume of traffic. Councillors agreed on the following points: A low level fence would be preferable to a hedge, it would require less maintenance and the low level would keep the site open, both encouraging people to use the area and giving less opportunity for unsavoury behaviour at night. Some kind of pergola or shelter would enhance the area and be useful to the children waiting for their school buses. Access points should be via staggered gates, rather than traditional open / close gates.
- A member of the public suggested engaging with the school to see if the primary school children could help with the design / maintenance of the garden and possibly Greenfingers, the gardening club, as well. The Chairman will speak to the developer again regarding all of these suggestions and will come back with a potential design. **Action TB.**
- 13. To consider a replacement bin for the lay-by near the Old Queen's Head** – Councillors unanimously agreed to replace the bin in the lay-by. **Action AR.**
- 14. To consider the clerk's salary increment from January 2018 and contracted hours** – The clerk has been recording her working hours and they have averaged at approximately 5 per week, a slight increase from the 4.18 hours currently being paid. It was agreed to increase the clerk's contractual hours to 5 and to approve the annual increment, both effective from 1 January 2018.

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15. To receive the financial report and consider the following payments:

Chq no	Amount	Payee	Notes
100537	£ 158.86	A Rayner	January 2018 salary

The financial report was circulated prior to the meeting. The payment was unanimously authorised.

16. To consider items from Councillors:

a) Update re. CPR Training AR – The clerk is still trying to find someone who can provide group training at a reasonable rate. Cllr Getley will ask at the local doctor's surgery.

b) Issues for SNAP meeting JM – Cllr May will raise the issues relating to vehicles making contact with people walking on the roads at the next SNAP meeting. In the meantime, she asked if a notice could be placed in the Pump reminding all residents to report incidents to the Police, to ensure that they are properly recorded and show within statistics. **Action TB.**

17. To consider correspondence received:

a) Relating to the Community Governance Review – for information – The Chairman reported that the formal Community Governance Review relating to Great Ellingham has begun. Breckland are widely advertising the consultation in the press and the map showing the area in question is on the parish council's website.

b) Amendment to Section 106 agreement – received after the publication of the agenda. This is a notification relating to a request to reduce the number of affordable homes on the proposed Mellor Metals site from 40% to 25%. The parish council have been advised that this is not an opportunity to comment on a planning application but that observations can be made. Councillors discussed the provision of affordable housing in the village and also the reasons relating to supporting the planning application and agreed that they have no observations to make.

c) 3PL/2016/1445/VAR – received after the publication of the agenda. District Councillor Smith highlighted that this application is still being considered and includes details which may impact on HGV traffic in the village. It was agreed that the Chairman will write to Fiona Hunter, case officer, to ensure that the traffic plan issued to staff and visiting traffic follows the appropriate route. Cllr Howe-Li-Rocchi also asked that large agricultural vehicles be included in the plan, not just HGVs. **Action TB.**

18. To confirm the date of the next meeting as Wednesday 21 February 2018 to be held at the Recreation Centre commencing at 7.30pm.

There being no further business, the meeting closed at 8.55pm.