



Meeting Minutes

Meeting of Mattishall Parish Council

Monday 2 November 2020 at 7pm, via
Video Conferencing

Parish Councillors present: Mike Nunn, Graham Clarke, Richard Turner, David Piper, David Fowler, Janice Smith and Richard Norton. Also in attendance: Lorraine Trueman (Parish Clerk) and Ian Martin (District Councillor) and 2 members of the public.

Cllr Nunn opened the meeting at 6.58pm and welcomed everyone.

1. To receive apologies for absence

None were received.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations

Cllr Nunn declared an interest in an item under 6.2.

3. To approve the minutes of the meeting held on 5 October 2020

The minutes were approved by the council.

4. To report progress on items not on the agenda from the last meeting (Clerk's Report)

The Clerk gave a summary of her report, which is available to read on the website.

5. Open forum for Public Participation: an opportunity to hear from members of the public and Breckland District Councillors

Cllr Piper updated the council on the progress made by James Ellis, who joined last month to raise awareness about broadband speed. There are now approx. 50 residents signed up and Mr Ellis will progress this.

6. Planning matters

6.1. To receive results of applications

Two applications have been approved since the last meeting.
3PL/2020/1008/HOU - Primrose Cottage, 111 Dereham Road
3PL/2020/0477/HOU - 34-36 The Old Stables Dereham Road

6.2. To receive comments from the Neighbourhood Plan delivery and monitoring group on applications received since the last meeting with deadline dates before the current meeting

Due to the declaration of interest Cllr Nunn raised, the chair of the meeting was passed to Cllr Turner.

3PL/2020/0358/O – Glenthorne, 149 Dereham Road

Mattishall Parish Council has no objection to this application to erect 3 timber holiday cabins within the gardens of 149 Dereham Road.

Comments

Cllr Smith accepted the comments from the Neighbourhood Plan delivery and monitoring group but stated she objected to the application.

3PL/2020/1106/HOU - Roman House, Norwich Road NR20 3QE

Mattishall Parish Council have no objection to this application to reinstate the detached fire damaged garage building. The property is within the village conservation area. The reduced building height and the addition of a store are noted.

SMG Architects drawings are submitted without dimensions. Form and scale are important considerations. It is not possible to scale drawings once uploaded to the planning portal.

Comments

3PL/2020/0226/D – land South of Dereham Road

The parish council objects to this application.

In addition to comments previously submitted on this application and its predecessors we wish to add the following:-

The comments dated 27 October, from the LLFA are inappropriate for this application and appear to be a re-issue of their 7 April response. They make reference for further consultation to be made at the detailed stage of the application, this is the detailed application.

A full application for this site has been made by another party and the LLFA raised concerns regarding the risk of surface water flooding on some plots. These same concerns must also apply to this application.

Norfolk Highways concerns in their document dated 26 March 2020 have not been fully addressed in this amendment.

There seems to be very little of benefit to the local community with the offer of only the bare minimum of public space.

Objector

The council would like this application to be considered by Breckland District Council at the same time as the other application on this site (3PL/2020/0462/F) and asked the clerk to contact Cllr Martin.

Cllr Turner handed the chair back to Cllr Nunn.

6.3. To receive report and consider recommendations from the Neighbourhood Plan delivery and monitoring group on new planning applications

There were no applications to consider.

6.4. To receive report and recommendations from the Neighbourhood Plan delivery and monitoring group on costings and next steps for S106 agreement at Walnut Tree Fields

Estimated costings for the maintenance of the public open space, over a 10-year period, had been shared with all councillors and Abel Homes ahead of the meeting. Some concerns were expressed that the commuted sum offered by Abel Homes would leave the Parish Council with a significant shortfall. Mr Legrice, from Abel Homes, advised that he would be prepared to have a conversation about an increase in the commuted sum.

The councillors discussed the 10-year period, set by Breckland District Council, and knew of other districts which were considering periods of up to 25 years when calculating commuted sums.

Concerns were raised that the whole of the village would need to subsidise the upkeep of the public open space and that this cost would be disproportionate to the benefit the whole village would gain.

The ownership of the watercourse was discussed and the difficulty in maintaining this across the multiple ownership.

It was felt that taking this on would leave an unenviable legacy behind once the commuted sum runs out.

Mr Legrice said that this now left Abel Home's in a difficult position and that he would seek clarity from Breckland District Council on the next steps. He expressed his disappointment that the councillors had the views discussed.

Cllr Nunn stated that the council's position had been clear since February when they had initially decided not to take on the public open space. He summarised the councillors views by saying the money was not the only issue, there were concerns that had not been resolved about the multiple ownership of the watercourse, the public liability around the watercourse and the land was too small to be of use to the rest of the village.

The councillors discussed the changes in the public open space from when they first looked at the option to today. They believe that information on the watercourse was not given and understood they were being asked to adopt just open space. Mr Legrice disagreed with this and confirmed he would contact Breckland District Council to agree a way forward.

7.55pm Mr Legrice left the meeting.

The councillors voted on this and unanimously resolved to stand by their previous decision and not take on the public open space.

It was agreed that the clerk should write to Breckland District Council and the residents of Walnut Tree Fields to advise them of the decision and confirm the decision to Mr Legrice.

8.09pm Cllr Martin joins the meeting.

6.5. To receive report and recommendations from the Neighbourhood Plan delivery and monitoring group on meeting held to discuss S106 at Hopkins Homes site/land South of Dereham

The Neighbourhood Plan delivery and monitoring group explained that the meeting had been useful to start a dialogue with Hopkins Homes and that the Breckland planning officer had been helpful during the meeting.

A response from the NHS, that had been requested by Breckland District Council, had now been received.

8.17pm member of public left the meeting.

The benefits of keeping an open dialogue with Hopkins Homes were discussed.

6.6. To receive report from the Neighbourhood Plan delivery and monitoring group on the response to the White Paper – planning for the future

This was available to the councillors to read.

7. To receive the latest SAM2 and Speed Watch report

This was available to the councillors to read.

Speed watch had now gone back into lockdown and the SAM sign will be moved to face the opposite direction in 2 weeks' time.

8. To consider grant request from All Saints' and St Peters church

The council resolved to grant £400 rather than the £500 requested.

9. To receive an update on the moving of the gate at All Saints onto Dereham Road

Cllr Piper advised that this would be discussed by the Diocese, now that it had been confirmed planning permission was not required.

8.55pm Cllr Martin left the meeting.

10. To consider Parish Partnership bid for improvements to the junction of Dereham Road and Church Plain

All councillors were in favour of the proposed plan for curbing to be installed at the junction. In addition, they would prefer for the footpath to be tarmac and for the road junction to be resurfaced. They agreed for the clerk to contact highways and to proceed with the bid.

11. To receive report and consider the status of the youth club

Cllr Nunn reported on the attendance at the youth club and the feedback received from staff. The councillors discussed the benefits of keeping the club open and the option of running an online version.

All councillors supported the online version and agreed to proceed with this until the Spring, or sooner, when the club could be reopened.

12. To consider parking issues on Dereham Road, between Back Lane and Welgate

Some of the parking issues are due to the businesses in that area being successful and the council do not wish to negatively impact their success.

Double yellow lines would cause the parking to occur elsewhere and would not be enforceable.

A resident had suggested the car park at the Evangelical Church be used, which the council agreed may minimise the issues. The clerk will write to the church to ask if this would be possible.

13. To consider feedback from social media on fly posters/advertising posters around the village

Residents feedback was that while they wanted local businesses to be able to advertise and grow, they did not like the out of date and tatty signs.

The clerk advised that the Parish Council had been given permission, by highways, to remove any signs.

The council resolved that, where possible, the relevant businesses would be contacted and asked to remove signs before the council had them removed.

9.35pm the council agreed to suspend standing orders and continue.

14. To discuss and agree if the public should be invited to join the next litter pick

Due to the latest lockdown, group litter picks are no longer allowed. The council will review this again in the Spring.

15. To discuss flowerbeds at either end of the village

The untidiness of the flowerbeds was raised. These were maintained by the handyman but at present this position is vacant. The clerk and Cllr Piper will discuss with the gardener and report back at the next meeting.

16. To receive report on chair and vice chair networking session held by Norfolk Parish Training & Support

A report was available to all councillors to read ahead of the meeting. Cllr Turner highlighted the importance of all councillors taking responsibility for the running of the council.

17. To discuss the recruitment of 2 new councillors

The councillors agreed that, in general, residents do not know what the parish council do. It was suggested that social media is used more widely to communicate to the village, along with articles in Miscellanea. The clerk advised that there would be another article about the vacancies in this quarter's magazine, while there was a post on the councils Facebook page, a notice on the website and in the village noticeboards.

18. To discuss and agree members of a new Chairman's long-term projects working group

Cllr Nunn spoke about the need of the council to be planning 5-10 years ahead. He explained that there are many good groups in the village but working independently of each other.

There is not enough time spent debating long term ideas and the council do not have plans to support the community.

Councillors were asked to consider any ideas and becoming part of this new working group.

19. Events

19.1 To receive update on Remembrance Sunday

Due to COVID-19 the service on the green will not take place this year. It is also expected that All Saints' will not be holding a service in the church.

Cllrs Piper and Clarke will lay wreaths and decorate the village green railings with flags and poppies.

10.24pm Cllr Norton left the meeting.

19.2 To discuss Xmas activities under Covid restrictions

The councillors agreed that this year they will not be able to hold an event but will erect a Christmas Tree.

It was agreed to look into giving away hampers, similar to last year.

20. Finance

20.1 To approve the payment list

The council approved the payments as listed at the bottom of the minutes.

20.2 To receive an internal audit report

A report was available to the councillors to read ahead of the meeting. Cllr Turner advised that the council would be approaching the banks guarantee limit with the next precept payment.

20.3 To agree budget working group and discuss items for inclusion in 2021/22

The council agreed the budget group would be the clerk and Cllrs Turner and Piper. All councillors were asked to make suggestions for items to put in the budget which would benefit the community.

21. Correspondence

Correspondence was available for councillors to read.

22. To receive items for 7 December agenda

Christmas hampers.

23. To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential item: To consider job specification and cost of handyman

The council decided they would prefer someone who was self-employed and that they must have public liability insurance and the necessary licences and checks carried out.

The position will be advertised in Miscellanea, the website and Facebook page.

11.05pm meeting closed.

Payment of accounts list - for approval on 2 November 2020

Payment to	Description	Payment	VAT to be reclaimed
All Saints & St Peters Church	Contribution to lighting (2 years)	£160.00	£0.00
Harrod Sport	Goal post for village green	£481.40	£80.23
Irons and Stone	Repairs to churchyard wall	£780.00	£130.00
Mattishall Community Car Scheme	Jan to Sep 2020	£248.35	£0.00
Smith of Derby	Service of All Saints clock	£265.20	£44.20
Stocksigns	Signs for play area/outdoor gym	£115.31	£19.22
Total Gas & Power	Electricity supply at village green*	£15.55	£0.74
Treecare Consultants	Tree works	£492.00	£82.00
TTSR	Grass & hedge cutting for Oct 2020	£472.51	£78.75
Clerks pay and expenses			
L Trueman	Salary and related expenses***	£1,262.12	£0.00
M Nunn	Expenses	£10.18	£0.00
L Trueman	Expenses	£125.74	£17.96
		£4,428.36	£453.10

* Payment taken on 27 Oct 2020

*** Payments to be made on 30 Nov 2020