



Meeting Minutes

Mattishall Parish Council

Monday 2 December 2019 at 7 pm, Memorial Hall

Parish Councillors present: Terry Wilkins (Chairman), Richard Norton, Michael Nunn (Vice-Chairman), David Piper, Janice Smith, Chris Taylor and Richard Turner. Also present: Luisa Cantera (Parish Clerk), Ian Martin (District Councillor) to the end of item 5, and 3 members of the public.

1 Apologies for absence

Parish Councillors Graham Clarke and Hannah Farrier-Dutton gave her apologies to the Clerk in advance of the meeting and the Council accepted their apologies.

2 Members' declarations of interest in items on the agenda

No declarations of interest or requests for dispensation were made.

3 Approval of the minutes of the meeting held on 4 November 2019

The minutes of the meeting were approved without amendment and signed by the Chairman as a correct record.

4 Progress on items not on the agenda from the above meeting

The Clerk gave a summary of her report, which is available to read on the website. Mrs Smith commented that she was pleased to hear that Norfolk County Council will be planting a replacement tree on the triangle of land on Dereham Road at the junction with Parkers Road.

5 Open forum for Public Participation: an opportunity to hear from the public

- Mr Martin updated the Parish Council on the status of the wobbly bridge near Ivy Farm. It is being repaired this week by Norfolk County Council.
- Mr Martin provided an update on Breckland's local plan. The plan went through on Friday with the 5-year land supply now confirmed. When there is a conflict between neighbourhood plans and the local plan, the local plan will prevail.
- The two villagers planning to hold a Christmas lunch at the memorial hall for anyone without plans for Christmas have cancelled their plans due to lack of interest. Two people had come forward although over 20 people had volunteered

to help out. They plan to organise a Christmas-related event next year.

6 Speaker: Reverend Mark McCaghrey regarding building repairs required at All Saints' Church

The vicar explained that every five years the church must have a building inspection; the most recent inspection highlighted an estimated £250,000 of work. Part of the work will be funded by Gonville and Caius College as it has an historic connection with All Saints' Church. The Parochial Church Council is planning to fundraise and the vicar asked the Parish Council to contact him with any fundraising ideas.

7 Planning matters

7.1 Results of applications (decisions taken by Breckland Council)

3PL/2019/1233/F - Rayners Farm, 88 Dereham Road - Erection of 2 dwellings and garages: Application approved.

3PL/2019/1250/F - Poppyland, Welborne Road - Demolition of existing dwelling and proposed replacement dwelling house and garage - Application approved.

3PL/2019/1267/HOU - Rhospen, Welborne Road - Proposed rear first floor extension to create larger bedroom and other associated works: Application approved.

7.2 Report and recommendations on planning applications from the Delivery and Monitoring Group (DMG) - Comments will be sent to Breckland Council:

3OB/2019/0036/OB - Land south of Dereham Road - To bring the affordable housing in line with the emerging local plan and to bring the wording in line with current requirements of registered providers: The Parish Council objects to this application. The original application, 3PL/2015/0498/O, was refused but granted on appeal, APP/F2605/W/17/3185918, on 6 March 2018. In his appeal decision the Inspector made the following comments: Para 30 - 'As part of the scheme up to 20 affordable homes would be delivered on-site and this additionally weighs significantly in favour of the appeal proposal.'

Para 36 - 'In the event that planning permission were to be granted and implemented the Universal Undertaking would secure the provision of on-site affordable housing at a rate of 40%.'

The Inspector had commented, in para 29, 'It is suggested that confidence in the planning process, particularly in Neighbourhood planning, could be undermined if the appeal were to succeed.' It would seem that if a document referred to as a Universal Undertaking, used to obtain planning permission, can so easily be modified, then that concern expressed by the community was justified.

Other applications submitted at the same time as the original have provided the proportion of affordable housing deemed necessary under the policies operating at the time. To allow this applicant to reduce the amount of affordable housing now, just because they have not yet developed the site, would seem to offer them a substantial commercial advantage over their competitors.

One cannot believe that the applicant would show the same enthusiasm for adopting this policy from the new Local Plan if the proportion of affordable housing had been increased from that when permission was granted.

If the applicant believes that policies from the new Local Plan should be adopted then all relevant policies should be applied. The applicant could relinquish the original permission and re-apply under the new Plan. The power that the council has to revoke or modify the permission could also be exercised.

8 Updates from individual council members (for information only)

8.1 SAM2 (speed awareness messaging sign) and Speedwatch

The SAM2 sign was located in the 20 mph limit near the school facing traffic travelling west to east to mid-October. During that time, 54,000 vehicle movements were recorded, with the fastest vehicle recorded at 50 mph. The sign is now located further west on Dereham Road facing traffic entering the village travelling west to east.

Speedwatch: The Mattishall team plans to carry out Speedwatch duties in the new year.

8.2 Allocation of Christmas hampers project

The person making up the hampers was able to make 18 hampers, two more than originally planned. The Chairman will deliver the hampers to the Mattishall & Burgh Charity and the church for them to distribute to individuals and families in the village. Councillors have seen a photo of the hampers and said they were very impressed.

8.3 November youth club sessions

Mr Nunn reported that the youngsters had enjoyed making paper snowflakes for the Santa's grotto organised by the Parish Council. The club plans to meet throughout December with the exception of Friday 27 December. A Christmas party is planned for Friday 20 December.

8.4 Norwich Western Link

Dr Piper attended a meeting on 19 November. The working group is now working on sustainable transport element, e.g. bus services, school bus routes, footpaths. He also reported that the A47 multi-parish meeting will meet in December. The dualling of the A47 is due to start in 2021-22 and completed by 2025.

9 Village events

9.1 Update on the Remembrance Day service held on 10 November

Dr Piper, who was involved with the church in organising the event, felt that the service was very respectful. Councillors agreed and commented that it was well attended.

9.2 Update on the Christmas tree lighting event held on 1 December

The event was a great success with 66 children visiting Santa in the grotto as part of the children's activity afternoon in the church. Lots of families came to the green from 4

pm to enjoy the music, singing, refreshments and tree light switch-on. Unfortunately, there had been some vandalism at the green prior to the start of the event which could have prevented the event from going ahead. Councillors discussed the possibility of CCTV to combat the recent vandalism. The Clerk was asked to obtain three quotations for CCTV for discussion at the January meeting.

The Chairman asked the Council to suspend Standing Orders to enable the meeting to be extended beyond 2.5 hours. The Council agreed to this.

9.3 Discussion on the planned event to commemorate the 75th anniversary of VE Day

The vicar of All Saints Church has suggested a combined celebration on 8 May. Dr Piper has started completing a grant application which could generate up to £500 towards the event. Ideas include dancing to live 40s music, fancy dress and a tea party. The Council will discuss setting up a working party at the January meeting.

10 Consideration of a donation towards a Christmas lunch at the Memorial Hall

This item was not discussed given the comment in public participation about the lunch not going ahead.

11 Village Green

11.1 Discussion on the installation of two security posts at the village green

Several different options were discussed. The Council **RESOLVED** to appoint Simon Mansfield to install two security posts; the Clerk will purchase the posts directly from the supplier.

11.2 Continuation of discussion about whether to install goal posts on the village green

Dr Piper presented three quotes for goal posts for the green to be located along the southern hedge line. He will ask the Barlow Charity, owners of the green, if they will allow goal posts and will bring the topic back to the January meeting.

12 Parking issues on Church Plain

A resident wrote to the Parish Council about some vehicles parking inconsiderately on Church Plain, blocking entrances to businesses and properties. The resident has suggested lines to help drivers park sensibly. The Parish Council is aware that yellow lines will not be allowable by Highways as they are not enforceable but is not sure whether white lines are a possibility. The Chairman allowed the vicar, who was sitting in the audience, to speak to say that he would like to have contact with the correspondent to discuss the issue further as he is aware that many of the vehicles are church visitors. The Clerk will organise contact between the two parties.

13 Operation London Bridge

Mrs Smith attended a seminar recently where this topic was discussed. Operation London Bridge is the codename that refers to the plan for what will happen in the days after the death of Queen Elizabeth II. There was a brief discussion but it was agreed to defer further discussion to the January meeting due to lack of time. The vicar commented that he is well-briefed on the topic.

14 Report from clock servicing company about the condition of the village clock

Smith of Derby, who service the village clock located on the church tower, have submitted a report recommending extensive restoration of the clock dial. Funding would need to be sought to contribute towards the project. The Clerk was asked to obtain two further quotations for further discussion.

15 Finance

15.1 Review of the cemetery and allotment fees

The Council **RESOLVED** to increase allotment fees from January 2020 by 5%. Allotment holders will be asked to maintain the paths close to their allotments. A review of the cemetery fees will be discussed at the January meeting.

15.2 First draft of the budget for 2020-21

The Clerk, Mr Turner and Mr Taylor met in November to produce a first draft for discussion. It will be discussed again at the January meeting.

15.3 Payment of accounts list

The Council **RESOLVED** to approve the payments list (final page).

16 Correspondence

The correspondence was available for councillors to read.

17 Items for the next meeting agenda (Monday 6 January 2020)

Setting up a VE Day working party, CCTV and goal posts for the village green, Operation London Bridge, approval of the budget and precept, and a review of cemetery fees will all feature as discussion items on the next agenda.

The Chairman closed the meeting at 10 pm.

Payment of accounts list		
Payment to	Description	Payment
Berry Hall Woodlands	Supply and delivery of Christmas tree for village green	£150.00
David Piper	Councillor reimbursement: mileage to meeting and recycling centre	£12.42
J Alden	Gardening service including edging for village green	£317.50
Janice Smith	Councillor reimbursement: refreshments for Christmas event	£34.61
L F Everett & Son	Remembrance Day printing	£189.00
Mattishall Memorial Hall	Hall hire from October 2019 to March 2020 for council meetings	£156.00
Miscellanea	2-page entry into village newsletter, Winter edition	£100.00
Norfolk PTS	Networking morning for Chairman	£10.00
Terry Wilkins	Councillor reimbursement: ID badges for councillors & surgical gloves	£76.78
Total Gas & Power	Electricity supply at village green*	£16.26
Westcotec Ltd	Three brackets for SAM2 sign	£180.00
Clerk's pay and expenses		
	December net pay (includes overtime & increase in hours from 1/11/19)/HMRC/Norfolk Pension Fund**	£2,197.10
	Working from home allowance	£18.00
	Spares for marquee	£9.86
	Refreshments for Christmas event	£75.40
	Key cut for cupboard (youth club)	£6.80
	Mileage (2 trips to Dereham)	£10.08
Total payments approved		£3,559.81