

Costessey Parish Council



Minutes of the Meeting of Costessey Parish Council held on Tuesday 19 October 2010 at 7pm in the Costessey Centre, Longwater Lane, Costessey. NR8 5AH

Present: Cllrs W Dinneen (Chairman), J Amis (Vice-Chairman), J Denby, A Bedford, D Bates, V Bell, D Smith, R Piesse, L Glover, G Watt; Mrs H Elias (Parish Clerk); Members of the Public.
The meeting opened with the Costessey Council Prayer.

To receive Apologies

473/10: Apologies were accepted from Cllrs T East, D Smith, A Todd and S Watt, D York.

474/10: It was noted that Councillors had attended the funeral of Mr Brian Moss, a past Chairman of the Costessey Parish Council, and a minute's silence was held as a mark of respect.

To receive Declarations of Interest

475/10: Cllrs V Bell, J Denby and G Watt declared a non-pecuniary interest in the planning applications as they are or may be, members of the South Norfolk Council Planning Committee. They made it clear that, although a view may be taken by this Council, they remain open to further information or views which might be presented at these South Norfolk Council Committee meetings.

Cllr Glover declared an interest in Item 9e) as she is an allotment holder. Cllrs Bell and Piesse declared an interest as they are trustees of the charity

Cllr Piesse declared an interest in Item 9g).

To confirm and sign the Minutes of the Parish Council Meeting held on 28 September 2010

476/10: The minutes were agreed and signed.

To discuss matters arising from the Parish Council Meeting held on 28 September 2010

477/10: 429/10: A letter of thanks had been sent.

478/10: 430/10: It was noted that the "Longwater Lane" street sign near the medical centre had been taken off its posts. It was agreed that this should be monitored to ensure it was replaced. **ACTION: All Councillors**

479/10: 430/10: The time of the official opening ceremony was confirmed as 1pm.

480/10: 438/10: The had agreed to go ahead for one day with adult rides for evening.

481/10: 441/10: It was agreed that 50-60 replacement yew trees should be purchased. **ACTION: Groundsman**

482/10: 457/10: A variety of presentations had been given, including flood areas.

483/10: 463/10: Sustainable Communities Day at the Costessey Centre had been extremely busy with various workshops and a great number of South Norfolk Staff to hand.

484/10: 467/10: The group to discuss the pictures would meet 10am-1pm on 2 November.

To consider the minutes of Committee Meetings and recommendations contained therein

a) Buildings Working Group:

485/10: B16/10: High Frequency Lights: RESOLVED: to approve the quotes for additional subdued lighting

486/10: B17/10: RESOLVED: that all the recommendations of the Buildings Working Group be accepted and quotes brought back to full Council. ACTION: Parish Clerk

487/10: It was suggested that perhaps the two WI groups could collaborate with their offers of donations / benches. It was suggested Cllr York might be able to help. **ACTION: Cllr York**

488/10: B28/10: It was agreed that Christmas decorations should be internal only.

489/10: B29/10: RESOLVED: that a live Christmas Tree be purchased for the foyer. ACTION: Groundsman

To receive updates on matters not listed below (NB: No resolutions may be passed)

490/10: a) Congratulations to staff on obtaining qualifications – Mr Barry Barber has been awarded a certificate in Annual Preparation & Maintenance of Winter Games Pitches by the Institute of Groundsmanship and Mrs Maggie Vozza has obtained her ECDL – European Computer Driving Licence.

491/10: b) Door signs: Quotes for door plates in brushed steel and black lettering should be obtained.

492/10: c) Signs: Clerk was directed to obtain quotes for signs “No roller skating on paved areas”. **ACTION: Parish Clerk**

493/10: d) Drop posts: A query was raised as to when they would be moved to the entrance of the staff parking area. Clerk will ascertain. **ACTION: Parish Clerk**

494/10: e) Gate posts: These are now in position and will need a centre rest plate to avoid damage to the hinges. **ACTION: Groundsman**

To consider holding a public meeting regarding the change in bus services in Costessey

495/10: The Parish Council has received innumerable complaints about the changes – see letters from Ms Rowe, Mr Green & Mrs Gamble. A letter has been sent to Mr Pilbeam, MD of First Bus, asking for a response and possible visit date to be arranged.

RESOLVED: that a public meeting would be held at a date to be arranged depending on the response from First Bus. The Clerk was directed to respond to the letter writers. ACTION: Parish Clerk

496/10: RESOLVED: that the meeting be adjourned and Item 17, Public Participation taken.

Items raised were: Parents parking at Costessey Centre while dropping off and collecting their children from school. The Clerk was directed to write to the school clarifying the situation. **ACTION: Parish Clerk.** A member of the public left at 8.20pm. **The meeting was reconvened.**

To make recommendations on planning applications, and receive information on appeals & other planning matters

497/10: a) Planning applications for consideration :

6850: 2010/1638 – Mr D Poynter, 71 The Street, NR8 5DD – Retention of rear two-storey extension/conservatory (revision to previous approved scheme 2010/0660). Approved.

6851: PP/Y/7/2010/7029: Ormiston Victory Academy (former Costessey High School) – Erection of a temporary single storey building for a period of four years to be used as a hall, located to the south of the school tennis courts. Approved.

6852: 2010/1679: Miss V Matthews, The Paddocks, Ringland Lane – Demolish asbestos workshop. Change of use & rebuild as store to stables. Erection of two field stores. Approved.

6853: 2010/1732: Mrs D Lucas, 228 Norwich Road – Single storey rear extension. Approved

498/10: b) Information:

2010/1353 Sub division of garden at 36 Dereham Road – Approved by South Norfolk with conditions

2010/1417 The Paddocks, Ringland Lane – demolish existing stable block and rebuild to include two additional stables and install gravel driveway – Approved with conditions by South Norfolk.

2010/1441 24 East Hills Road – single storey extension to rear – approved with conditions by South Norfolk
LDF: South Norfolk Gypsy & Traveller DPD – withdrawal of documents as the Planning Inspector is unlikely to find the documents “sound”

LDF: List of documents available on website

Finance Matters

499/10: a) To approve the accounts for August – as attached.

RESOLVED: that the accounts be approved in the balance sum of £382,774.32.

500/10: b) To agree to support South Norfolk Council’s Health Inequalities Project in Costessey:

South Norfolk have a pot of money specifically for Costessey. The first phase is to try and influence lifestyle and provide dietary information and classes. The second phase is to provide c£21,000 of outdoor fitness equipment and train people as class leaders to use it properly.

RESOLVED: that the Council accept phase 2 of the project and for the equipment to be installed at the Longwater Lane Recreation Ground

501/10: c) To agree to send three members of staff on the Accounts Training Course to be held in The Costessey Centre on 9 November @ £32.50: Beavers will take as many people as Council wishes for the price of one. Mr Rymarz, Mrs Vozza and Mrs Elias will attend. **ACTION: Mr Rymarz, Mrs Vozza, Mrs Elias**

502/10: d) To consider the location of a noticeboard at Queens Hill School. (See e-mail from school)

RESOLVED: to go ahead and come to a formal agreement with NPS to erect a notice board at the school fence. ACTION: Parish Clerk

503/10: e) To agree quotes for necessary work to trees including the removal of a tree to clear blocked drainage dykes at the allotments and the cutting back of trees overhanging the allotments and the culverting and bridge building (see photographs). The tree surgeon would look at the work on 26 October.

504/10: f) To approve the purchase of grit bins: Cllrs Bell & Bates had prioritised the list. It was noted that there were two bins in store and that three should be purchased so that the first five on the list can be prioritised.

RESOLVED: to purchase three large bins from the usual suppliers. ACTION: Parish Clerk

505/10: g) To agree to renew the Council's subscription to the Friends of St Edmund's Church: Cllr Piesse declared an interest. It was noted that this was a subscription to the society not a donation under S137.

RESOLVED: to approve the subscription payment of £25 for membership

506/10: h) To consider a request for a donation from the RNIB:

RESOLVED: to donate £10 to the RNIB (S137)

507/10: i) Breast Cancer Campaign "Wear it pink day" Information only as £50 already given this year.

508/10: j) To consider a requests for a donation from Animal Health Trust

RESOLVED that no donation should be given this year

509/10: k) To agree to hold a Civic Reception and set aside an annual sum:

RESOLVED that £1,000 be set aside and budgeted for a Civic Reception in future years

510/10: l) *To receive an update on the possible acquisition of woodland* (see below)

511/10: m) *To agree to commission a Tier 1 Environmental study for future burials* (see purple report)

512/10: n) *To receive an update on staffing* (see purple report)

Correspondence (Verbal and written)

513/10: a) Gunton Lane Recreation Area – Country Wildlife sites: Norfolk Wildlife Trust have requested a meeting re managing the sites and suggested there may be funding which they could help Council access. Cllrs Amis and Denby will attend with the Clerk, Mr Leach and the Groundsman. **ACTION: Cllrs Amis and Denby, Parish Clerk, Mr Leach, Groundsman.**

514/10: b) New pilot interactive digital service for Norfolk CC: See leaflet for subscription TV users

515/10: c) Report on the Norfolk Village Games and future projects: Mr O' Connor will deal with this.

ACTION: Mr O'Connor

516/10: d) To consider a request to provide toilets at Breckland Recreation Area

RESOLVED: that the Council would not provide public toilets at Breckland Recreation Area

517/10: e) Advice from SNC Tree Officer re hard surfaces for the tree by the path and wooden gate at Costessey Centre: Any digging is likely to damage fibrous roots, so porous tarmac is not possible. A porous surface could put over the area as long as there is no excavation or compaction of the surface. Other surfaces should be investigated. **ACTION: Parish Clerk**

518/10: f) "In the Loop" – Age Concern Norfolk's newsletter: Copy in the Office for information

Traffic & Highways Matters

519/10: a) NCC funding withdrawn for improvement of A47 Longwater interchange (see e-mail): Clerk was directed to write on behalf of the Council and invite Mr Matt Tracey to a meeting. **ACTION: Parish Clerk**

520/10: b) Proposal to extend double yellow lines on the northern side of The Croft: (see e-mail)

RESOLVED: that the Council support the Norfolk CC's suggestions

Police Matters (if any)

521/10: a) Budget cuts: (See attached letter)

To receive an update on the office opening hours and the period of closure between Christmas and New Year

522/10: RESOLVED: to close the office to the public from 4pm on Wednesday 22 December until Tuesday 4 January

To receive items for the next meeting's agenda

523/10: No items were suggested.

Councillors' Question Time (NB: No resolutions may be passed)

524/10: a) A query was raised as to the date of the next SNAP meeting: 23 November at the Costessey Centre.

525/10: b) Springboard East Anglia asked if Council would be willing to donate money to their Welfare Fund. Councillors asked for details of their policy re drink and drugs. **ACTION: Parish Clerk**

526/10: c) A 20mph repeater sign on The Street was reported missing. **ACTION: Parish Clerk**

527/10: d) The Loke (path from Recreation Ground to West End). The gravel continually spills onto the West End and is swept back by a resident. It was suggested that the Groundsman could set the gravel back, so it was contained, perhaps with tarmac. **ACTION: Groundsman**

528/10: e) Larger Councils' Meeting at Wymondham Police HQ on 27 October. Cllrs York, Dinneen and Bedford may attend. **ACTION: Cllrs York Dinneen and Bedford.**

529/10: f) An enquiry was made as to when the blinds between concourse and hall would be installed. These have been fitted.

530/10: g) Thanks were expressed to Ms Liz Millwood of Norfolk CC for her time helping Costessey Parish Council.

531/10: h) The Clerk would be on holiday w/c 25 October.

532/10: i) There was a large puddle in the bus lay-by on Dereham Road near the new surgery.

533/10: The date of the next meeting was confirmed as Tuesday 9 November 2010 at 7pm

534/10: To adjourn the meeting for the Parish Council to take Public Participation. (see above)

535/10: RESOLVED: to exclude the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it is not in the public interest to disclose discussion on the items below

THE FOLLOWING ITEMS WERE DISCUSSED IN CONFIDENCE / IN CAMERA / BELOW THE LINE

To receive an update on the possible acquisition of woodland*.

536/10: RESOLVED to obtain and protect this land for Costessey residents

To agree to commission a Tier 1 Environmental study for future burials* (see attached document).

537/10: This is a requirement for planning permission for burials and would have to be undertaken prior to planning permission being sought for any future burial land.

RESOLVED: to commission the Tier 1 Environmental study.

To receive an update on staffing*

538/10: RESOLVED: to make a presentation to Mr Bale on leaving the Council's employment.

539/10: RESOLVED: to hold a Civic Reception combined with Mrs Jackson's retirement.

The meeting closed at 9.50pm.

Chair: