

# Costessey Parish Council



**Minutes of the Meeting of Costessey Parish Council held on Tuesday 28 September 2010 at 7pm in the Costessey Centre, Longwater Lane, Costessey. NR8 5AH**

**Present:** Cllrs W Dinneen (Chairman), J Amis (Vice-Chairman), J Denby, D Bates, A Bedford, D Smith, G Watt, R Piesse; Mrs R Jackson & Mrs H Elias (Parish Clerks); Ms Jan Hardinge, Practice Manager. Members of the Lions Club, Members of the Public.

The meeting opened with the Costessey Council Prayer.

## **To receive Apologies**

**427/10:** Apologies were accepted from Cllrs T East, V Bell, L Glover, D Toms, D York, A Todd and S Watt.

## **To receive Declarations of Interest**

**428/10:** Mr J Denby declared a non-pecuniary interest in the planning applications as he is or may be, a member of the South Norfolk Council Planning Committee. He made it clear that, although a view may be taken by this Council, he remains open to further information or views which might be presented at these South Norfolk Council Committee meetings.

## **Presentation of cheque by Taverham Lions towards the purchase of furniture for the Lion Room**

**429/10:** The Chairman welcomed representatives from the Lions Club, who expressed pleasure at being able to donate to the Costessey Centre and benefit the Costessey area. The Chairman thanked the Lions Club for their kind and generous gesture and Mr Snelling presented £500 to the Council towards furnishing the upstairs office to be known as The Lion Room.

The Lions Club representatives left the meeting at 7.08pm.

## **To receive an update on progress with new surgery from Ms Jan Hardinge, Practice Manager**

**430/10:** The Chairman welcomed Ms Hardinge who gave a comprehensive report on the facilities to be offered by the new surgery over two storeys, including a pharmacy wing, operating theatre, minor injuries treatment area, nine consulting rooms, meeting rooms, administration offices and space for community health staff. With budgets being devolved in April 2011 the surgery will be able to buy in services to provide a quicker, more local and more efficient service. There are currently c2,000 patients to a GP. As budgets are calculated according to patient numbers provision will increase as Costessey grows. Councillors expressed concern that there were no planned counselling services. A veterinary practice has shown interest in the existing building. The current surgery will close on Thursday 4 November and the new building will open for business on Monday 8 November. There will be an official opening ceremony on Saturday 13 November to which all councillors are invited. The Chairman thanked Ms Hardinge, who answered questions then left the meeting at 7.30pm.

## **To confirm and sign the Minutes of the Parish Council Meeting held on 7 September 2010**

**431/10:** The minutes were agreed and signed.

## **To discuss Matters arising from the Parish Council Meeting held on 7 September 2010**

**432/10: Min 412/10: Norfolk ALC AGM:** Costessey Parish Council's motion to reduce the number of newsletters for Quality Status from four to three per year or for smaller parishes to have pages within a church parish magazine was carried unanimously.

**433/10:** Min 415/10: Social Enterprise Norfolk: this is to be a one-stop information service with training courses and café.

**434/10:** Min 416/10: Wych Elm in the Churchyard: The work to remove the tree will go ahead; it has been confirmed that no faculty is needed.

**435/10:** Min 426/10: Fly-tipping in Middleton Crescent: It was noted that some residents were being issued with black bin bags for regular collections in exceptional circumstances, but that wheelie bins should not be left out on the pavement other than on collection day. **ACTION: Parish Clerk**

**436/10:** Min 426/10 ix) Marriott's Way: Overhanging vegetation is to be trimmed.

### **To consider the minutes of Committee Meetings and recommendations contained therein**

#### **a) Finance, Budgets & Staffing Committee:**

**437/10:** Min F45/10: A Task & Finish Working Group consisting of Cllrs V Bell, J Denby and J Amis should meet to recommend charges for casket memorials, hall hire structure, storage and allotment fees. **ACTION: Cllrs Bell, Denby and Amis; Parish Clerk & Deputy Clerk.**

**438/10:** Min F46/10: Fete: Mr O'Connor will speak to the fair re the celebrations next year. A suggestion was made about charging for each pitch. The grounds can accommodate up to fourteen car boot sales per year without planning permission. **ACTION: Mr O'Connor**

**RESOLVED that Council accept the recommendations made by the Committee with regard to the fete.**

**439/10:** Min F49/10: Breckland Hall older & younger children's play areas:

**RESOLVED that the amount set aside for the play areas should be determined by the Budget, Finance & Staffing Committee. ACTION: Budgets Committee**

**440/10:** Min F52/10: Catering Kitchen installation:

**RESOLVED that £10,000 should be set aside for the kitchen downstairs in the Costessey Centre**

**441/10:** Min F54/10: Yew Hedge Plants: It was noted that nothing was likely to grow under the conifer trees.

**442/10:** Min F58/10: Staff Interview:

**RESOLVED to report on the interview *In Camera* at the end of the meeting without the press or public present.**

**443/10: RESOLVED to accept all the recommendations of the Committee.**

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

**444/10:** None

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

#### **445/10: a) Planning applications for consideration:**

**6843 – 2010/1472: Sub-division of garden of 4 Arnfield Lane** – Sub-division of garden & erection of new chalet style dwelling, garage & ancillary works - Access to this lane is terrible. Council has doubts as to whether emergency vehicles could access properties. Neighbours should be consulted.

**6844 – 2010/1491: 79 Grove Avenue** – Rear extension & alterations – Neighbours should be consulted – approval recommended subject to no neighbour objections.

**6845 – 2010/1499: 5, Sunny Grove** – single storey side extension. It was noted that the dwelling had an extensive plot. Neighbours should be consulted. Approval recommended subject to no neighbour objection.

**6846 – 2010/1567: 405 Dereham Road** – Removal of existing conservatory at rear of dwelling and replacing with extension to form new living/dining room – Approved subject to no neighbour objections following consultation.

**6847 – 2010/1573: Pets at Home, Alex Moorhouse Way** – Temporary change of use of part of retail warehouse from Retail (A1) to pet care and treatment facility (sui generis) – approval.

**6848 – C/7/2007/7018: Cemex, Easton Quarry, Longhills, Longwater Industrial Estate, Dereham Road** – Variation of Condition 14 to amend the restoration plan to show developed water area – approved.

**6849 - 2010/1601: 14, Windmill Lane** – Side extension – approved subject to no neighbour objections.

#### **b) Information Received**

**446/10:** Confirmation that The Street is to be excluded from Norfolk CC's Part-Night Lighting Scheme

## **Finance Matters**

**447/10:** a) Consideration of accounts for July: Refunds had been received on the gas bills. A query was raised as to whether a "Dual Fuel" deal would be better value. It was noted that good deals had been negotiated for different utilities at the Costessey Centre.

**RESOLVED to approve July's accounts.**

**448/10:** b) To agree the signatories for the bank mandate:

**RESOLVED to remove Mrs R Jackson and Miss A Starkings from the mandate and replace them with Mrs H Elias and Mr R Rymarz. ACTION: Parish Clerk**

**449/10:** c) \*Possible acquisition of woodland\*:

**RESOLVED to discuss this item in confidence at the end of the meeting without the press or public present**

**450/10:** d) Decision on noticeboard for Costessey Centre: There are three boards in stock; one from the Parish Rooms, one from the Catholic School and one from Queens Hill.

**RESOLVED to use an existing noticeboard and locate it in the car park near the beech tree. ACTION: Groundsman**

**451/10:** e) Norfolk RCC Training Seminar on Managing Community Buildings, 7 October, 9.30am-1pm, Barnham Broom. £20 per person. It was suggested that Mrs Elias attend. **ACTION: Parish Clerk**

**452/10:** f) Elections 2011: Training Seminar: Tuesday 30 November, 10am-12 noon Neatishead. £25 per person – No one wished to attend.

**453/10:** g) Quote for blinds in Rymarz Gallery: Cooks

**RESOLVED to accept the quote to supply and install six electric operated pleated blinds at a cost of £2,759**

**454/10:** h) Quote to treat main hall floor in Costessey Centre: the flooring which had been poorly laid has been repaired and the firm recommends a covering to protect it.

**RESOLVED to accept the quote from Pica Floorings to scarify and apply sports lacquer at a cost of £758.39**

**455/10:** i) St John Ambulance request for donation: Accounts had been received from St John Ambulance.

**RESOLVED to donate £50 to St John Ambulance. ACTION: Parish Clerk**

**456/10:** j) Quote for Football Compound at Breckland Hall Recreation Ground: a discussion was held as to the best height for the gates.

**RESOLVED to accept the alternative quote for fencing and 3m high gate at a cost of £2,923**

**457/10:** k) Norfolk Annual Emergency Preparedness Study Day: 4 October, 10am-4pm at the John Innes Centre "Critical Infrastructure – Are we prepared?" £50 per delegate. Cllr Piesse will attend. **ACTION: Cllr Piesse**

## **Correspondence (Verbal and written)**

**458/10:** a) Norfolk People of the Year Awards – nominations sought. Forms are in the office.

**459/10:** b) Queen's Diamond Jubilee 2012: NALC have asked questions about how celebrations might be funded. The consensus was that there should not be a separate fund set up as local councils were not likely to be able to access the fund easily and local people would probably arrange their own celebrations.

**ACTION: Parish Clerk**

**460/10:** c) Norfolk Waste Partnership Conference & AGM "Towards Zero Waste" 21 October 9.30am-4.20pm at John Innes Centre. Cllr J Amis, Mrs Jackson and Mrs Elias to attend. **ACTION: Cllr Amis and Parish Clerks**

**461/10:** d) "Think Green ... there is no Planet B" – 10 November 2.30-4.30 or 6.30-8.30pm Easton College. Cllr Bedford will attend the afternoon session. **ACTION: Cllr Bedford**

**462/10:** e) Norfolk ALC Members Survey: Clerk was directed to complete this. **ACTION: Parish Clerk**

**463/10:** f) South Norfolk Sustainable Communities Day 2 October 10am-4pm at The Costessey Centre. The Chairman will look in to represent the Council. **ACTION: Cllr Dinneen**

## **Traffic & Highways Matters**

**464/10:** a) Longwater Lane will be temporarily closed on Sunday 17 October (or 24 October) for replacement of bridge deck joints in the carriageway.

**Police Matters** (if any)

465/10: None

**To consider the office opening hours and the period of closure between Christmas and New Year**

466/10: Due to the need to supervise daytime bookings before the cleaning company arrives, the arrangements will be different from previous years.

**RESOLVED** that the chairman and Vice-Chairman, the Clerk and Deputy Clerk should check the bookings for The Costessey Centre and decide on the closing dates accordingly.

**To agree to establish a Task & Finish Working Group to consider the pictures, photographs etc in Council's ownership and identify which should be hung and where.**

467/10: **RESOLVED** that Cllrs T East, D Bates, V Bell and D York should meet on Tuesday 2 November and that Mr Pritchard should be invited. **ACTION:** Cllrs East, Bates, Bell and York.

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

468/10: Items raised were:

- i) Richmond Road: sunken road surface where work had already been undertaken, and speed hump notices in hedges.
- ii) Grove Avenue: repaired road has sunk.
- iii) Roundwell Road: rat infestation reportedly from Dereham Road.
- iv) Surgery: Great disappointment was expressed that a counselling service was not to be included.
- v) Norwich Road near Gunton Lane: drains not coping with surface water flooding.
- vi) Cannell Court: Reassurance was requested regarding crimes and residents. There will be an open day on 8 October.
- vii) "Inequalities in Health in Costessey" Project: South Norfolk has been given a pot of funding to address the inequalities in health. Part of this will provide education and courses; it has been proposed that c£21,000 should be spent on outdoor fitness equipment in partnership with the Parish Council. The item will be placed on the next meeting's agenda.

469/10: **The meeting was adjourned and the Parish Council allowed 15 minutes Public Participation**

Items raised were:

- i) The Loop system in meetings

470/10: **The meeting was reconvened.**

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

**To consider the minutes of Committee Meetings and recommendations contained therein**

471/10: a) Finance, Budgets & Staffing Committee: Min 58/10: Staff Interview: A report was given on the interview.

472/10: **Finance Matters** c) \*Possible acquisition of woodland\*: A discussion took place. Further assurances and information were required before Council could pass a resolution, and the Clerk was directed to explain the Council's position to the relevant authority. **ACTION: Parish Clerk**

**The meeting closed at 9.35pm**

**Chair:**