

Costessey Parish Council



Minutes of the Meeting of Costessey Parish Council held on Tuesday 29 November 2011 at 7pm in the Costessey Centre, Longwater Lane, Costessey. NR8 5AH

PRESENT: Cllrs V Bell (Chairman), J Amis (Vice-Chair), D Bates, G Blundell, I Boreham, J Denby, W Dinneen, L Glover, J Hardinge, R Piesse, A Todd, G Watt; H Elias (Parish Clerk). Members of the public.

The meeting opened with the Costessey Council Prayer.

641/11: The Chairman welcomed everyone present and introduced the Councillors and Clerk.

TO RECEIVE APOLOGIES

642/11: Apologies were accepted from Cllrs A Bedford, P Cockaday, T East and K Smith

TO RECEIVE DECLARATIONS OF INTEREST

643/11: Cllrs V Bell, J Hardinge & G Watt declared a non-pecuniary interest in the planning applications as they are members of the South Norfolk Council Planning Committee. They made it clear that, although a view may be taken by Costessey Parish Council, they remain open to further information or views which might be presented at South Norfolk Council Planning Committee meetings.

POLICE MATTERS

644/11: No members of the Police were present. A burglary had taken place in Highlow Road and there had been trouble in Glenda Road.

TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8 NOVEMBER 2011

645/11: The minutes were agreed and signed.

TO APPROVE MINUTES OF COMMITTEE MEETINGS

646/11: a) Executive Committee Meeting: CIL & LDF Responses were agreed. It was noted that the roads on Lodge Farm were too narrow to accommodate buses.

647/11: b) Property & Environment Committee: 17 November 2011: Concerns were expressed that the Government feed-in tariffs were being slashed from December, despite the committee having taken this into consideration in its recommendation to install photovoltaic panels at Breckland Hall / Owen Barnes Room. It should be possible to tie in the work with installation at the Library next door.

648/11: c) Finance Budgets & Staffing Committee: budget. This item was taken under Finance Matters.

TO MAKE RECOMMENDATIONS ON PLANNING APPLICATIONS, AND RECEIVE INFORMATION ON APPEALS & OTHER PLANNING MATTERS

649/11: a) Planning applications for consideration:

i) 2011/1649 – AMENDMENT – 9 Oval Road – Flat roof conservatory – Comment: Pitched roof is preferable – Approved subject to no neighbour objections

ii) 2011/1725: Mr D Forster – 30 West Road – Replacement dwelling – Comment: This is an eco-friendly building not much larger than the existing one – Approved subject to no neighbour objections

iii) 2011/1801: Mr D Daines – 33 Upper Stafford Avenue, NR5 0AB – Extension of time limit to PP 2008/2064/H – Replacement of garage – Approved subject to no neighbour objections

iv) 2011/1820: Longwater Properties Ltd – Longwater Construction, William Frost Way, NR5 0JS – Installation of 50KW roof-mounted photovoltaic panels – No objections

v) 11/01883/VC – (Norwich City Council area) – 38 Barnard Road, Norwich, NR5 9JB – Variation of condition 2 of previous planning permission 11/00347/F “Construction of single storey extension to the East side of building to allow alterations to windows to the extension, erection of an external staircase, internal alterations and adjustments to the building height” – **No adverse comments**

vi) LDF :Broadland’s Site Specifics Hellesdon (South) sites 1, 2 & 3: Comments:

Traffic Impact on area – infrastructure: The increased volume of traffic is likely to use the Marlpit Lane to reach the Dereham Road. This could have an adverse effect on the Larkman Lane traffic lights with consequent queues backing up the Dereham Road towards Costessey. The development of the NDR to the airport would alter traffic patterns and could lead to more strain on local roads. It should be considered how development of these areas would they affect the building of the later stages of the NDR.

General Impact: Building on these sites would impinge on the River Valley area of the River Wensum. These sites are the last “green finger” into the Norwich area. Hellesdon 1 is a very prominent site and would be visible from far and wide, especially from the Folgate Lane area of Costessey. This would be detrimental to the character of the area.

650/11: b) Information & Planning decisions received from South Norfolk & Norfolk County Councils: (*Information only. No decisions needed).

2011/1331/ A: Cooper, Forest Way – Proposed erection of fibre glass Mini , MINI letters & chevrons – **REFUSED*

2011/1486/ H: Trinity Cottage,– re-roofing existing garage – **Approved with 2 conditions*

2011/1487/LB: Trinity Cottage, 120 The Street, Mr M Wiltshire - re-roofing existing garage – **Approved with 2 conditions*

2011/1493/O: Sub-division of garden at 11 Gurney Road – Mr I Riches – **Approved with 13 conditions*

TO RECEIVE A REPORT FROM THE EVENTS ORGANISER

651/11: Jubilee Daffodil Project: Two more bags are to be planted. Ormiston Victory Academy is planting shortly. Some locations have had to be changed as the ground is rock hard. Cllr Piesse still has 40 bulbs to be planted and suggested the area between the gate and the bus stop at Longwater Lane. Thanks were expressed to Mr O’Connor and all the volunteers for their hard work on a project that will bring a great deal of enjoyment to a large number of people.

FINANCE MATTERS

652/11: a) To consider the budget and precept demand for 2012-2013 (see attached documents)

It was noted that the Parish Council was taking on more and more responsibilities eg youth provision, grass cutting, footpaths etc. as the County and District Councils made cuts to their services, so there were more strains on its budget, especially as inflation is running at c5%. The next year’s budget is calculated realistically based on the previous year’s actual figures, the projected figures to the end of the current financial year and an educated estimate of cost increases for the following year. The Parish Council had already held the Band D rate at £99.61 for two years. The precept amount divided by the tax base gives the Band D rate. The Parish Council has been fortunate in that extra building has led to an increase in the tax base, which has covered necessary spending increases. The Finance Committee had checked the proposed budget and had agreed there was little scope for reductions; however, they had suggested contingencies in case the tax base had not increased sufficiently to cover the rise in expenditure. It was noted that there was no budget for street furniture and £1000 capital was suggested. Thanks were expressed to the staff for their hard work in preparing the budget.

653/11: RESOLVED to include £1,000 capital for street furniture purchase. ACTION: Parish Clerk

654/11: RESOLVED to accept the 2012-2013 budget based on a precept of £468,166 and a Band D rate of £99.61. ACTION: Parish Clerk

655/11: b) To receive the accounts and a budget report for October (see attached documents)

The Council is in budget. The reconciliation difference of £26 is due to an incorrect amount of cash being credited by the Bank. The correction has been made and will appear on November’s reconciliation.

Spending on Breckland Park, Longwater Lane Recreation ground and the other open spaces has overshot the budget. The income of £69 for the Costessey Centre for the month was queried. Clerk to check. **ACTION: Parish Clerk**

RESOLVED to accept the accounts in the balance of £644,420.08

656/11: c) To approve the payments schedule for Vincent & Gorbing and revised internal lay-out for Queens Hills Community Hall (see letter). The architects are working on the internal layout and plans to bring them to tender standard. This is likely to cost c£50,000. Council has previously agreed to pay an initial £25,000. Vincent & Gorbing had proposed a schedule of £5,000 per month

RESOLVED to accept the payment schedule as proposed. ACTION: Parish Clerk

657/11: d) To agree a quote for the replacement of the Costessey front door to enable automatic opening (see quotes). Several quotes had been sought, but only two firms had responded. Some companies approached could not supply automatic doors.

RESOLVED to accept the quote for £5,255 + VAT from Drayton Windows. ACTION: Parish Clerk

658/11: e) To consider a request for a donation from Children's Cancer Charity UK (see documents)

RESOLVED to donate £50 to Children's Cancer Charity UK under S137. ACTION: Parish Clerk

659/11: f) Donation of £150 towards upkeep of Churchyard. Received with thanks. The Church was grateful to the groundsman who had done such a good job of clearing the debris that several previously unmarked graves had been discovered. Therefore there would not be room to replace the fallen tree.

TO CONSIDER HOLDING A ONE-ITEM EXTRAORDINARY PARISH COUNCIL MEETING AT QUEEN'S HILLS

660/11: Matters had pre-empted this proposal. South Norfolk's Chief Executive and senior officers had had a meeting with a small group of residents who had raised various concerns, which had clarified matters concerning S106 agreements, land transfer and traveller incursions. It was hoped the monies would arrive soon. A report would be submitted to SNC Planning Committee. No further meeting was necessary at present. The official report of the meeting was to be sent to Queen's Hills Post. **ACTION: Parish Clerk**

RESOLVED not to hold an extra meeting at present.

CORRESPONDENCE (Verbal and written) - (see attached documents)

661/11: a) Chairman's diary: Noted. Next diary report to be presented in six months' time. **ACTION: Chairman**

662/11: b) Dogs on leads: Letters supporting both sides of the argument are still being collated, plus complaints by dog walkers about dog fouling on the pavements. The Parish Council appreciates that most dog walkers are responsible. A request for CCTV to be checked for dog fouling on the patio at the Costessey Centre on Sunday 27 November and for dogs let out of cars at Breckland Park was made.

ACTION: Parish Clerk

663/11: c) The QEII Fields Challenge: next phase. Further information has been requested.

TRAFFIC & HIGHWAYS MATTERS

664/11: a) VAS: funding for a Vehicle Activated Sign at a permanent site in Costessey has been approved.

665/11: b) Breckland Road closure: from 12 December to 15 December, except for access. Noted

666/11: c) Norfolk CC Traffic Regulation & Street Parking: Noted

COUNCILLORS' QUESTION TIME & UPDATES OF MATTERS NOT ON AGENDA (NB: No resolutions may be passed)

667/11: West End: Dead trees to be reported to NCC Highways Dept. **ACTION: Parish Clerk**

668/11: Dereham Road bus lay-by: flooding to within an inch of the kerb. **ACTION: Parish Clerk**

669/11: The Loke to the allotments: This is a bridleway. The field gateway had been an entrance to one of the pits. Registration was being considered. The Charity Commission had not been of help.

670/11: Min: 615/11: St Augustine's School Alleyway: the pavement by the gate in question had a dropped kerb. A railing would require the kerb to be raised. The school requested that the Parish Council ask Norfolk CC to consider this. **ACTION: Parish Clerk**

671/11: Gunton Lane: Rough cutting will be done.

672/11: Husenbeth Close: Two signs had different spellings.

673/11: Costessey Knot: This had arrived; a date for installation was to be decided.

674/11: St Edmund's Christmas Carol Service: tickets available.

675/11: RESOLVED TO ADJOURN THE MEETING FOR 15 MINUTES PUBLIC PARTICIPATION

Items raised: postcodes on street name signs; post boxes and dog bins on the Hampdens; litter bin request at Longwater Lane; MUGA cost preventing use; Golfers & sports club members urinating against fence; rubbish left by footballers at Breckland Park; dog walkers; well-maintained sports pitches; parked cars obstructing road for emergency vehicles; civil parking enforcement by South Norfolk Council. **The meeting was reconvened.**

676/11: THE DATE OF THE NEXT MEETING WAS CONFIRMED as Tuesday 13 December 2011 at 7pm

This will be a shorter meeting when the Costessey Community Youth Awards will be awarded and refreshments will be served after the meeting.

677/11: 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 public left the meeting.

THE FOLLOWING ITEMS WERE DISCUSSED IN CONFIDENCE / IN CAMERA

***TO DISCUSS MATTERS RELATING TO LAND TRANSFERS**

678/11: Health & Safety and maintenance concerns regarding the sewage overflow, country park, sports pitches, and play areas were expressed. South Norfolk Council had declined to pay for the environmental survey discussed at the previous meeting.

679/11: RESOLVED to pay for the Environmental Survey.

680/11: RESOLVED to insist that the banks be brought down to road level before the transfer.

ACTION: Parish Clerk

681/11: The legal ramifications of various actions were to be discussed with the solicitor. **ACTION: Parish Clerk**

682/11: Other land transfer details were considered and a further proposal is to be discussed in January.

ACTION: Parish Clerk

683/11: Concerns were expressed that soil was being dumped on the site allocated to the Community Centre and that the Parish Council would pay for double the site clearance. A photographic record is to be kept of the area. **ACTION: Parish Clerk**

684/11: The meeting closed at 9.20pm

Chair:

Date: