

Minutes of the Parish Council meeting held at 7pm on Tuesday 16th March 2010 in the Parish Rooms, Townhouse Rd, Costessey at which the following were present:-

Mr W Dinneen – Chairman

**Mr J Amis – Vice Chairman Mrs L Glover Mrs D York Mr G Watt Mr J Denby
Mr A Bedford Mrs D Bates Mr R Piesse Mr D Toms Mrs V Bell Mr A Todd
Mr R Smith Mrs R Jackson – Parish Clerk 2 public**

APOLOGIES

82/10: Apologies were accepted from Mr T East, Mr S Watt, and Mr B Mackie.

DECLARATIONS OF INTEREST

83/10: Mr J Denby, Mrs Bell and Mr 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 the South Norfolk Council Planning meeting.

84/10: Mr G Watt declared an interest in item 6e) – Grade II listing of Our Lady with St Walstans Roman Catholic Church.

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23rd FEBRUARY 2010

85/10: The minutes were approved and duly signed.

MATTERS ARISING FROM THE MEETING HELD ON 23rd FEBRUARY 2010

86/10: Min 69/10: Norwich City Council, Broadland District Council and South Norfolk Council had all agreed to submit the Joint Core Strategy and it was now with the Secretary of State for ratification. .

PLANNING - APPLICATIONS, APPEALS & OTHER PLANNING MATTERS

87/10: Comments on planning applications for consideration were RESOLVED as follows:-

- ◆ **6730 - Appeal – 24 Upper Stafford Av** - Proposed change of use of garage to single dwelling. Re-iterate previous objections.
- ◆ **6785 – Porsche Centre Norwich, Unit 3 , Forest Way** – Extensions to workshop & showroom. Approve subject to sufficient on-site parking for all employees plus estimated visitors
- ◆ **6786 – 103 Longwater Lane** – Garage conversion with new hipped roof over & rear extension. Approve subject to no neighbour objections.
- ◆ **6787 – Land to rear of 19 Ruskin Rd** – New 1.5 storey dwelling. Refuse. Poor highway visibility. Cramped site out of keeping with the surrounding area. Insufficient parking.
- ◆ **6788 – Plot to rear of Tandarra, Townhouse Rd** – Variation of condition 10 of 2099/0678 (New dwelling (revised design) with associated garage & fencing) – to use shingle or gravel to finished surface of driveway. Approve subject to no neighbour objections.
- ◆ **6789 – 47 Stafford Av** – Single storey bedroom & bathroom extension. Approve subject to no neighbour objections.

- ◆ **6790 – 170 Norwich Rd** – Extension to front of dwelling. Approve subject to no neighbour objections.
- ◆ **6791 – 7 Gurney Close** – Lounge/kitchen extension to rear & proposed single storey garage. Approve subject to no neighbour objections.
- ◆ **6792 – 3 Greenhills Close** – Erection of freestanding carport, smaller canopy, as permission granted 2009/1788/H. Approve subject to no neighbour objections.
- ◆ **6793 – 21 Sir Alfred Munnings Rd** – Erection of 1.8m high brick wall & 1.8m high timber gate creating bin storage area. Approve.

88/10: River Wensum Restoration Strategy Newsletter. Noted. Mr Amis said there were some concerns about flooding at Bintree after restoration works to the River there. Mrs Bell said the Local Development Framework questioned whether the number of abstraction licences should be reduced to preserve water levels.

89/10: Norfolk CC re Strategic Model of Care – Care Homes. Council noted the document spoke of ‘hoping’ to provide ‘an additional 2,500 care places over the next 10 years’. Council felt that with Norfolk still one of the most popular retirement areas in the Country it was probable that that number of additional places were required each year!

90/10: SN Gypsy & Traveller Development Plan Document lodged with the Parish Council. Noted.

CORRESPONDENCE

91/10: Two vacancies on Norfolkalc Exec. Cttee. Mr Bedford is already a member of this Committee and no-one volunteered to stand.

92/10: Northern River Valley SNAP Neighbourhood Meeting – 30/3/10, 7pm, Costessey Junior School. Noted.

93/10: Letter in Bowthorpe News re football facilities. Council were concerned that this area was to no longer be allowed to have casual use. It felt this may put pressure on Breckland Hall Recreation Ground. RESOLVED to write to Norwich City Council expressing concern.

94/10: SNC – Outdoor Theatre – 30/7/10 – Costessey Centre. RESOLVED to allow them free use of Costessey Centre.

95/10: Grade II Listing of Our Lady with St Walstans Roman Catholic Church. Noted. Mr G Watt said the Church was not consulted on this and had no idea it was even being considered.

96/10: Further request for Parish Member of SN Standards & Ethics Committee. As Mrs Bell Was a South Norfolk member on this Committee and there was also a lay member from Costessey it was felt Costessey was adequately represented and therefore no one from Costessey Parish Council should be proposed.

97/10: Minutes of meeting to discuss Queens Hills Children’s Centre – for information. Noted.

98/10: Nfk Ass. Of Village Halls – Conference & AGM – Newton Flotman, 20th March at 10am. No-one wished to attend.

TRAFFIC & HIGHWAYS MATTERS

99/10: Proposal for waiting restrictions in roads around Costessey Junior School. It was noted this was likely to be a topic for the forthcoming SNAP meeting referred to at Min 92/10. The restrictions at the junctions seemed reasonable but Council felt that parking around schools would continue to be a recurring problem.

POLICE MATTERS

100/10: Mr Bedford reported the theft of a handbag from the Methodist Church kitchen and its later recovery due to the diligence of the people at the church at the time.

FINANCE MATTERS

101/10: Minutes of the Budgets, Finance & Staffing Ctte of 23/2/10. Council RESOLVED to accept the minutes and the recommendations contained therein.

102/10: Invoice for recent Parish elections - £2,594.62. RESOLVED to pay.

103/10: Annual sub to Nfk Playing Fields Ass - £40. RESOLVED to pay.

104/10: Dog bin serving charges for 2009/2010 financial year - £792.14 nett. RESOLVED to pay.

105/10: Quote for architectural works & submission of planning application for Costessey Youth Centre site. RESOLVED to accept as per quotation dated 24th February 2010.

106/10: Fee proposal for work to extend Breckland Hall. RESOLVED the Clerk negotiates a fixed fee sum for a feasibility study for the additional storage as required attached to the Owen Barnes Room.

COSTESSEY CENTRE

107/10: Report on progress with building & matters requiring Council decision (as per copy attached to the minute book). Council RESOLVED on matters raised as follows:-

- a. The **recycling banks should be moved temporarily to Breckland Hall car park.**
- b. The **price for the entrance walls** had been quoted at £5963 which Council felt was expensive. However, it believed the rebuilding of the entrance pillars was already in the Contract and thought the Contractors may have forgotten this. RESOLVED that if the walls could be built with solid bricks topped by red engineering bricks for no more that £3000 this should be accepted. If this price could not be agreed then just the pillars should be rebuilt as in the contract.
- c. The **mezzanine floor** should not be progressed for the moment. It should be looked at again once the building was handed over.
- d. Council supported the idea of an **advisory committee** but felt this should be set up once Costessey Centre was handed over.
- e. **Conference fees** should be charged as suggested.
- f. Mr O'Connor reported on the progress with the organisation of the Opening Day and Council were pleased to learn of the numbers of people who wished to be involved. Mr O'Connor said

the layout of the field had been done and those who would be inside the Hall identified. He said a 'wet weather' plan had yet to be done and he and the Clerk were meeting with Council Health and Safety Officer next week to discuss the required risk assessment. **RESOLVED** to increase **budget for the Opening Day** to a maximum of £4,500.

108/10: Council expressed concern about reports that the brick-weave on the car park would not be guaranteed for vehicles above a 7 ton weight. The chairman said he would discuss this with the Contractor tomorrow.

109/10: The rest of the report was noted.

110/10: Quote for cleaning & security of Costessey Centre and cleaning of Breckland Rd Facilities. After lengthy discussion it was **RESOLVED** the Clerk should instruct Council's Solicitors to draw up a Contract for the cleaning and security work which should be for a period of three years but with 'get out' clauses if the standards of work are not acceptable. The Clerk was also asked to seek quotations from other Contractors on the same specifications.

STAFFING

111/10: Clerk's Retirement Working Group – The notes and recommendations were noted. **RESOLVED** the Retirement Working Group should decide whether or not to place the vacancy in the Eastern Daily Press and Evening News. If such an advertisement is submitted it should not cost any more than £500.

112/10: Staff allocation. This matter referred to staff and it was **RESOLVED** to discuss it in the absence of the public. **RESOLVED** the Clerk should discuss the matter with Council's legal adviser and if acceptable to him offer the member of staff the three options as discussed.

COUNCILLORS' QUESTION TIME

113/10: There were no matters under this heading.

The meeting closed at 10.55pm.

Public Participation took place before the planning applications were considered. The only item raised was whether the Parish Council was going to provide a Social Club in Costessey Centre. The Clerk said that the Parish Council may consider installing a bar in the future but there would not be one initially. The Centre would be used for hire by local people and temporary bars could be brought in by hirers for individual functions (subject to appropriate licences being obtained by the hirers).