

Minutes of the Annual Meeting of the Parish Council held at 7pm on Tuesday 13th May 2008 in the Parish Rooms, Townhouse Road, Costessey at which the following were present:-

Mr W Dinneen – Chairman

Mr J Amis – Vice Chairman Mrs V Bell Mrs D Bates Mr T East Mr J Denby
Mr R Piesse Mr P Cockaday Mr B Mackie Mrs R Jackson – Parish Clerk
Miss A Starkings – Assistant Clerk PC M Barker Alison McNab – Bidwells
Sarah Taylor White – White Young Green Mr B Barber - Groundsman 3 Members of the public

ELECTION OF THE CHAIRMAN FOR THE FORTHCOMING YEAR

193/08: On the proposition of Mr East seconded by Mr Denby it was RESOLVED **Mr W Dinneen be Chairman** for the forthcoming year. Mr Dinneen signed his declaration of office.

APOLOGIES

194/08: Apologies were accepted from Mrs L Glover, Mr S Watt, Mr G Watt, Mr A Bedford, Mr A Todd and Mr D Smith.

ELECTION OF VICE-CHAIRMAN FOR THE FORTHCOMING YEAR

195/08 On the proposition of Mr East, seconded by Mr Denby it was RESOLVED **Mr J Amis be Vice-Chairman** for the forthcoming year.

ELECTION OF COMMITTEES

196/08: BUDGETS AND STAFFING COMMITTEE: RESOLVED to elect Mr J Denby, Mr A Todd and Mr D Smith. The Chairman and Vice Chairman are ex-officio members. In the event of any of the members, including the ex-officio members, being unable to attend a meeting of these committees it was RESOLVED that Mr P Cockaday will be first substitute with full voting rights. If further members are required any other members can substitute with full voting rights.

197/08: EMERGENCY COMMITTEE: RESOLVED to elect Mr J Denby, Mr D Smith and Mr A Todd. The Chairman and Vice Chairman are ex-officio members. In the event of any of the members, including the ex-officio members, being unable to attend a meeting of this committee it was RESOLVED that Mr P Cockaday will be first substitute with full voting rights. If further members are required any other members can substitute with full voting rights.

APPOINTMENT OF THE INTERNAL AUDITOR

198/08: RESOLVED **Auditing Solutions** continue to be the Parish Council Internal Auditor for the forthcoming year.

DECLARATIONS OF INTEREST

199/08: Mr Denby, Mrs Bell and Mr East declared a non-pecuniary interest in the planning applications as they are, or maybe, a member 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.

PROPOSED DEVELOPMENT ON LAND OFF TOWNHOUSE ROAD

200/08: Alison McNab of Bidwells and Sarah Taylor White of White, Young and Green addressed Council on the proposal to have land off Townhouse Road (**to the north of Townhouse Road and south of Carrs Hill Wood**) included for development within the emerging Local Development

Framework. Ms McCabe said it was envisaged 66 dwellings could be built on the site and she showed a possible layout which she felt would be in keeping with the area and have limited impact on the surrounding properties and the area in general. Ms Taylor White had undertaken a traffic assessment on the site. In essence her conclusions were that, whilst those travelling from the site would at peak times inevitably meet with delays because of the volume of traffic, the numbers of vehicles originating from this site would be so small as to have little effect on the situation. She felt an access to the site could be created which would entirely satisfy the Highways Authority. Council noted the presentation and asked questions. After further discussions Ms McCabe and Ms Taylor White left the meeting along with 2 members of public.

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22ND APRIL 2008

201/08: ‘Mrs D Bates’ to be added to the list of those who attended. ‘Mr J Mackie’ to be amended to read ‘Mr B Mackie’. Subject to these amendments it was RESOLVED to approve the minutes as a true record and they were duly signed.

MATTERS ARISING FROM THE MEETING HELD ON 22ND APRIL 2008

202/08: 183/08: Dog Fouling. It was noted that South Norfolk Council Cabinet had agreed a recommendation for a bylaw to be created making it an offence to allow dogs to foul any public area or other land and not clear it up. The Clerk was making enquiries about how this was to be enforced.

203/08: 184/08: Costessey Landfill Liaison Group Notes - 14th April 2008. Noted.

204/08: 188/08(1): Subscription to Norfolk County Association of Parish & Town Councils.

Flooding the meeting at which the President of NCAPTC spoke about the direction the Association is taking in the future Council RESOLVED to pay this years subscription in the sum of £851.48 but to continue to review membership annually.

PLANNING APPLICATIONS, APPEALS AND OTHER PLANNING MATTERS

205/08: RESOLVED to comment on the planning applications as follows:-

- ❖ **6606 – 189 WEST END** – Entrance porch & side window – Approved subject to no neighbour objections.
- ❖ **6607 – 90 LONGWATER LANE** – Extension to rear – Approved subject to no neighbour objections.
- ❖ **6608 – 56 OLIVE ROAD** – Ground floor extension and out building in rear garden – Approved subject to no neighbour objections and the out building having no business use.
- ❖ **6609 – 43 OLIVE ROAD** – Extension to side – Approved subject to no neighbour objections.
- ❖ **6610 – 68 GURNEY ROAD** – Extension and alterations and double garage – Approved subject to no neighbour objections.
- ❖ **6611 – PHASE 3, SW QUARTER, QUEENS HILLS** – Reserved matters application for 100 2, 3 & 4 bed homes and associated garages, drives, car parking, roads and paths – Refuse. No development should take place outside Phase 1 until a full assessment of infrastructure and community need has been completed.
- ❖ **6612 – 13 FARMLAND ROAD** – Conversion of 1st floor of existing chalet – Approved subject to no neighbour objections.
- ❖ **6613 – 104 NORWICH ROAD** – Rear extension and associated works and rear garage – Approved subject to no neighbour objections.
- ❖ **6614 – 38 BARNARD ROAD (KETTLE FOODS)** – New materials building, formation of new vehicular access, new parking area and alterations to existing paved and landscaped areas – Approved subject to no neighbour objections.

206/08: APPEAL – THE RIDGEWAYS, FOLGATE LANE – Outline single storey dwelling and garage – RESOLVED not to comment further.

CORRESPONDENCE *(Verbal and written)*

207/08: Cricket Square, Longwater Lane. Council was disappointed to learn that after the first game of the season there had been a number of problems with the Cricket Club care and repair of the Cricket Square. After some discussion Mr Denby said he had ascertained the name of a highly qualified man in Cricket Square maintenance and Mr Barber had spoken with him. It was felt that after this conversation the concerns of Council about after-match care and maintenance of the square were founded. However, in order to ensure that an independent qualified view was given to the Cricket Club, it was RESOLVED to pay all the time and expenses for the qualified person to inspect the cricket square at Longwater Lane, in the company of the Chairman of the Sports Club, the Groundsman, the Clerk and any interested Councillors, to hear his views and also to hear how the square should be prepared before a game and repaired after it.

208/08: NCAPTC Larger Councils Meeting – Mr Bedford would be attending.

209/08: Consultation on Improving Access to Primary Care. Council questioned why, with the large scale house building proposals for Greater Norwich over the next few years, it was proposed to close the Dussingdale walk-in centre. Rather than close it Council thought they needed a further such facility on this side of the City.

210/08: Items raised by Mr Andrew Brown

- i) “**My dissatisfaction with the attitude of the Parish Clerk**”. Mr Brown had recently e-mailed the Parish Clerk. The Parish Clerk had taken exception to the wording of Mr Brown’s e-mail and had said so. However, several e-mails had now passed between Mr Brown and the Clerk and Mr Brown said he wished to take the matter no further as the e-mails were now ‘cordial’.
- ii) The **state of Gunton Lane Park**. Mr Brown expressed his concern and dissatisfaction with the state of the river in Gunton Lane and the stinging nettles allowed to grow there. He felt the nettles prevented the public viewing the river and could be dangerous if children fell in them. Council explained that the nettles were there to both provide and protect habitat and that they had been commended on the balance between public access and wildlife protection in the area. Wide paths were maintained for the public to walk on and the nettles were kept to a reasonable height beside the paths. Mr Brown however, felt that the area was being over-run with nettles and the pollen and smell from them was over-powering.
- iii) An **update on the progress of the review of traffic calming** measures in Costessey, promised last autumn. Council were pleased to inform Mr Brown **that Norfolk County Council had recently agreed a budget of £50,000 for further traffic management measures in Costessey**. Although the Parish Council were very disappointed with the size of the sum given the size of the Parish and the very real traffic problems here, it was pleased that at least something was being done. A Highways Planner is now looking at Costessey – including The Street – and will, in consultation with the Parish Council, make recommendations as to what further measures should be provided within the budget. Council noted the notes from a preliminary meeting representatives from the Highways Working Group had with the Highways Planner.
- iv) **Consideration** by the Council **of establishing separate postal addresses for the different parts of Costessey** and for the signposting of those separately” Council considered Mr Brown’s submission on this matter. However, Council had considered the matter sometime ago and had resolved at that time that it is ‘Costessey’ Parish Council representing the whole of the Parish and therefore they do not feel it should be sub-divided in anyway.

211/08: Norfolk Planning Conference – 12th June – Swaffham Assembly Rooms – 10am to 3.30pm. The Clerk is hoping to attend.

212/08: Reminder – Annual Parish Assembly – 20th May 2008, Parish Rooms, 7pm. Noted.

213/08: Boundary Review – Letter from Kings Lynn & West Norfolk. Noted.

TRAFFIC & HIGHWAYS MATTERS

214/08: County Wide – Bus Stop Infrastructure Improvements. Noted.

POLICE MATTERS

215/08: Norfolk Police Authority Policing Plan for 2008/2009. Noted.

Finance Matters

216/08 Consideration of the accounts for March 2008. RESOLVED to approve the accounts for March 2008 in the balance sum of £43,666.67p.

217/08: Consideration of End of Year Accounts and Statement – 2007/2008. RESOLVED to accept the Statement of Accounts for the 2007/2008 financial year. Council asked that Miss Starkings be congratulated on the excellent way in which she maintains the accounts.

218/08: Local Government Pension Scheme - Statement of Decisions and Policies. RESOLVED to approve as presented.

219/08: New Grant Scheme. Council wondered whether this might fund the repairs necessary to St Edmunds Churchyard Wall.

220/08: Quotes for steps to Owen Barnes Room. After some discussion it was RESOLVED to discuss the matter with the Head Groundsman to see if the work could be done in house.

221/08: Subscription to Norfolk Playing Fields Ass - £40. RESOLVED to pay.

222/08: Consideration of engaging Mr R Rymarz to further the Pavilion Project and other Parish Council matters. Some Councillors expressed concern that the post had not been advertised and the proposed appointee was an ex-Councillor. However, the Clerk stated that the prime objective of this post is to find the funding for and get the Costessey Centre built. The post will need to be reviewed once this is achieved. Mr Rymarz, whilst serving on Costessey Parish Council, took a keen interest in this project and therefore has a full and detailed knowledge of the history and the ethos behind it. He is well acquainted with grant bodies and, with his teaching and publishing experience, is very capable of presenting grant applications in a concise and advantageous manner. The other main requirements of the post are to get the Costessey Community Website up and running and maintain it; to review and assist with the publishing of 'Contact'; and to act as back-up on the accounts for the Clerk's Assistant - all areas in which Mr Rymarz has past experience. The Clerk therefore felt that it would be a waste of public money advertising this post (which she estimated be £350 to £400) when an ideally qualified person was available for the likely time the post would exist in its present form. Council accepted the advice of the Parish Clerk and RESOLVED to appoint Mr R Rymarz to the post on a starting salary at Spinal Point 17 and the usual contractual terms for staff.

The meeting ended at 10.15pm.