



## Minutes of the Online Meeting of Costessey Town Council held on Tuesday 4 August 2020 at 7pm

**PRESENT:** Cllrs T Laidlaw (Chairman), J Amis (Vice Chairman), G Blundell, D Burrill, G Dole, T East, J Flowerdew, L Glover, S Hannant, G Jones, S Jones, J Knights, J Newby, P O'Connor; H Elias (Town Clerk), N Bailey (Deputy Clerk), D Bowles (Buildings Officer). Three members of public including the Chairman of the Royal British Legion.

### **TO RECEIVE APOLOGIES**

**213/20:** Apologies were received from Cllrs M Bedford (unwell), C Mahn (Bereavement), F Carter (Work commitment). District Cllr S Blundell (difficult connection). No apologies were received from Cllr I Alam.

### **TO RECEIVE DECLARATIONS OF INTEREST**

**214/20:** Cllr T Laidlaw declared an "other" interest in planning matters. He is a member of South Norfolk Council's Development Management Committee (DMC) and advised he would listen to the views of Costessey Town Council but would remain open to further information or views prior to voting on an application at DMC.

**215/20:** Cllr G Blundell declared an "other" interest in Min: planning 2020/1157 as it is adjacent to his home.

**216/20:** Cllr T East declared an "other" interest in any item to do with the Royal British Legion as he is a member and in planning NCC 2019/0067 as he is a County Councillor at NCC.

### **TO CONFIRM THE MINUTES OF THE EXTRAORDINARY MEETING OF THE COUNCIL HELD AT 7PM ON 7 JULY 2020**

**217/20:** Two typos to be amended. Mins: 186/20: "Dean" to read "Deane" & 187/20: "cares" to read "cars".  
**It was RESOLVED to approve the minutes of the meeting held on 7 July 2020 with the above amendments. ACTION: Town Clerk**

### **TO RECEIVE COMMITTEE AND WORKING GROUP MINUTES AND CONSIDER RECOMMENDATIONS**

**218/20: a) On-line Fees and Charges Working Group of 21 July 2020:**

**Min: FC005/20:** Recommend to Full Council Complimentary return session for community groups if requested. Discussion changed this to a complimentary return session for all regular community groups.

**RESOLVED to approve one Complimentary return session for all regular community groups. ACTION: Town Clerk**

**219/20: Min: FC007/20:** Recommendation to full council: Costessey Residents to benefit from rates equivalent to regular hirers/community groups.

**Deferred to next Fees Charges Working Group meeting in September 2020. ACTION: Deputy Clerk.**

**220/20: b) On -line Finance, Budgets & staffing Committee of 9 July 2020:**

**Min: F057/20:** Recommend to Full Council that a presence be maintained at the Costessey Centre throughout the duration of the Hire.

**RESOLVED that The Costessey Centre will continue to be fully manned throughout duration of Hire. ACTION: Town Clerk.**

**221/20:** c) On-Line Finance, Budgets & Staffing Committee of 23 July 2020:

Recommend to Full Council All one-off contracts over £5,000 plus VAT to be issued with a comprehensive brief including a list of requirements.

**RESOLVED to approve All one-off contracts over £5,000 plus VAT to be issued with a comprehensive brief including a list of requirements. ACTION: Town Clerk.**

**222/20: RESOLVED TO ADJOURN THE MEETING FOR 15 MINUTES' PUBLIC PARTICIPATION**  
Items raised: None. Meeting was reconvened.

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

**223/20: a) Planning applications for consideration:**

i)2020/1157, erection of 2 bungalows and a shop unit on land south of Kestrel Avenue.

**RECOMMEND REFUSAL on the following grounds:**

This area is designated AMENITY LAND: to provide a play and recreation area for nearby residents, whose houses in many cases have either very small or non-existent gardens. If permission were to be granted, this would create a precedent for the adjacent area, and possibly others nearby, to be built upon, thereby denying residents of a precious amenity. Change of use / development should NOT be approved OVERDEVELOPMENT OF SITE: not enough room for 2 bungalows and a shop, bringing the new builds very close to existing properties, with issues of overlooking, loss of light and narrow, unsafe footways.

**DESIGN: Very poor. No rear exit, so no second means of escape in case of fire / emergency.**

The homes are listed as "homes for life" and infer that they are suitable for disabled people - wide door frames? - being able to turn a wheelchair easily indoors? So, how they can be bungalows designed for disabled, with disabled access but have bedrooms on the first floor?

**SITE PLAN is incorrect as it shows what appears to be a small verge and large footpath in front of the building, and it shows the parking layby as existing lowered kerb. In fact, if you look in the Design and Access Statement, page 9 you can see that the layby holds cars and there is a cars width grass verge and then a slightly wider footpath and cycle way. Note the school entrance opposite. So, access to the proposed buildings' parking areas are from a layby, along a footpath/cycleway and across an intersecting footway (in front of houses 15 and 17) and this can only be described as hazardous.**

**Detrimental to the STREET SCENE. Neighbours would suffer from poor outlooks, loss of light and loss of amenity. Parking problems would increase.**

**HIGHWAYS and ROAD SAFETY & ACCESS: directly opposite a school entrance and it is essential that the area is kept as free of hazards as possible. Proposed vehicle access is via what is now a layby used by residents for parking, and then by running along a narrow access road onto a very restricted turning and parking area. This not only removes some important parking spaces but creates a serious hazard in terms of vehicles manoeuvring onto and out of the proposed parking area. It would, for example, prove almost impossible to execute a left turn out of the access lane without confronting oncoming traffic. It should be noted that Kestrel Avenue is a spine road and is very busy at most times. With the advent of new shops and dwellings just down the road, and with the school becoming busier traffic can only increase in volume. This is also the main bus route with a bus stop nearby. There is no pedestrian crossing and parents and children depend on a good line of sight to cross.**

**With the access agreed for co-op on kestrel Avenue there will be two accesses and a junction within very close proximity. QH School's objections noted.**

**FLOOD RISK ASSESSMENT: residents state that the land there is susceptible to flooding.**

**Flood Risk Assessment part 3.2 states "there are no real avoidance measures available (such as raising the ground level, landscaping, or advantageous siting of new developments)". Also in the same document part 3.8 states "The threshold of the proposed external door is to be as high as possible" Bearing in mind that these chalet style bungalows seem to be intended for use by persons with mobility issues, is this very practical? Please also note the Conclusion and Recommendations of the Flood Risk Assessment.**

**Note: DOCUMENTATION is poor and misleading, suggesting that surrounding area consists of "Victorian townhouses and leafy avenues"**

**DMC request. CTC understands that this application has been "called in" by a ward DCllr and concurs with this.**

**224/20: ij)NCC: FUL/2019/0067: Ernest Gage Avenue, Longwater Industrial Estate, Costessey, NR5 0TL - Construction and operation of a new industrial building (B2) to house the operation of a Waste Transfer Station, a vehicle depot and ancillary development –**

**RECOMMEND REFUSAL of AMENDMENT and re-iterate previous comments: It was noted that there was no Transport Plan attached to this application. This application will result in more traffic and vehicle movements as a result of both the large number of staff vehicles, the movement of trucks coming onto the site to unload, reform and reload 24 hours per day, then transport the newly formed loads off the site. Costessey TC members have grave concerns as the residents of Costessey will be subjected to noise, smells, nuisance, and disturbance as a result of this application. Therefore CTC suggests that a S106 contribution be agreed to upgrade the pedestrian crossing on William Frost Way to ensure pedestrian safety, and that a sum of money be paid towards the upgrading of the local highways network at Longwater Interchange to mitigate the increased traffic movements as it is so congested. Also, that an Electric Vehicle Charging Point be installed as part of the efforts to mitigate climate change.**

**However, if NCC are minded to approve the application ALL CTC's previous suggestions should be implemented as conditions**

**225/20: b) Information & Planning decisions received from South Norfolk & Norfolk County Councils: (\*Information only. (No decisions needed) See separate sheet. Noted**

#### **TO CONSIDER FINANCE MATTERS**

**226/20: To approve the accounts for June 2020 & receive a budget report & payments over £500**  
A query was raised over the Television licence payments Breckland and Costessey Centre listed, but not Queen's Hills. The Town Clerk explained renewals are at different times of the year. The Precept payment received was queried and Town Clerk explained it was the first of two instalments.  
**RESOLVED to approve and receive the accounts for June 2020 in the balance of £**

#### **TO RECEIVE CORRESPONDENCE:**

**227/20: a) To receive briefing note from Norfolk County Council re: Queen's Hills Road Adoption:**  
Questions were raised regarding the briefing note from NCC Emergency protocol on the Bus Lane and the Mobility hub referred to last paragraph of Section 3. **Action: Town Clerk to contact Mr Matt Tracey at Norfolk County Council to get more information.**

Town Clerk to also ask NCC about the adoption of roads on the Hamdens Development.  
Invite Highways to talk to CTC about the Bus Lane and road adoption when Covid regulations allow. **ACTION: Town Clerk.**

**228/20: b) Royal British Legion: Remembrance arrangements:**

After discussion of the arrangements a proposal was put forward to allow Stewart Blackburn to organise the Remembrance Parade on behalf of Costessey Town Council. **Resolved to approve that Stewart Blackburn organise the Remembrance Parade Event on behalf of Costessey Town Council. Action: Town Clerk.**

**229/20: RESOLVED to continue the meeting beyond 9pm**

#### **TO CONSIDER THE GOVERNMENT'S LATEST GUIDANCE ON FACE-TO-FACE COUNCIL MEETINGS**

**230/20: Discussion as to whether to continue remote meetings of the Town Council until the New Year.**

**RESOLVED that CTC continue to meet virtually till the New Year. ACTION: Town Clerk**

**231/20: THE DATE OF THE NEXT ON-LINE FULL COUNCIL MEETING WAS CONFIRMED as TUESDAY 1 September 2020 at 7pm.**

**232/20: RESOLVED TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 on the grounds that it was not in the public interest to disclose discussion on the items below due to the discussions relating to staffing issues & contracts.**

**233/20:** Live streaming was stopped due to Council entering closed session.

**234/20:** It was noted that Cllr Dole had lost her connection.

**\*THE FOLLOWING ITEMS WERE HEARD IN CONFIDENCE / BELOW THE LINE**

**TO CONSIDER FINANCE, BUDGETS & STAFFING COMMITTEE RECOMMENDATIONS IN RELATION TO:**

**235/20: Transfer of caretaker from previous contractor with effect from Sunday 16 August 2020:**  
(Mins: 072/20)

**RESOLVED that CTC terminate the contract with Heritage at no cost and earlier than the planned date of 30<sup>th</sup> September 2020. The TUPE transfer of one employee was mandatory.**  
**ACTION: Town Clerk**

**236/20: Drainage at Queen's Hills Community Centre:**

**The Town Clerk updated, and a Task & Finish Group meeting had been arranged for Thursday 6<sup>th</sup> August 2020. Early legal advice should be sought.**

**237/20:** Cllr Blundell left the meeting.

**238/20: Irrigation at Longwater Lane Grounds**

The FA Grant was still available and further information had been requested. Some initial quotes had expired. Prices for professional consultancy advice were being sought with a response deadline of 7th August.

**239/20: The meeting closed at 21:37pm**

**Chairman:**

**Date:**