



Minutes of the Meeting of Costessey Town Council held on Tuesday 8 January 2019 at 7pm
in the Costessey Centre, Longwater Lane, Costessey NR8 5AH

PRESENT: Cllrs S Blundell (Chairman), J Amis (Vice-Chair), G Blundell, D Burrill, T East, L Glover, D Gunby, S Hannant, D Lister, J Newby, P O'Connor, M Bedford, L Gibbs-Kneller; H Elias (Town Clerk), N Bailey (Deputy Clerk), D Bowles (Clerk's Assistant); 11 members of the public including D Cllr Pond. Darren (Media Press) News Now.

CHAIRMAN'S ANNOUNCEMENT: Member of Media Press to Record and Film the Meeting.

001/19: The Chairman wished everyone a Happy New Year and explained the rules on filming meetings as per the advice from NALC. People under the age of 18 or other members of the public not wishing to be filmed could sit in an area designated for this purpose.

TO RECEIVE APOLOGIES

002/19: Apologies were given from Cllr S Burton, (other commitments). D Cllr V Bell also sent apologies. It was noted that Councillors are expected to attend the meetings; if unable to do so apologies should be sent in writing to the Clerk. Cllr S Burton would disqualify himself at this meeting if his apologies were not accepted as he has not attended or sent apologies for 6 months. **RESOLVED NOT to accept Cllr S Burton's apology for the meeting, given that no apologies for persistent non-attendance had been received from Cllr Burton in the previous 6 months prior to this meeting, as there was no guarantee that he would attend any more meetings of the Council before this term expired in May 2019, to the detriment of the residents of Costessey who elected him to serve their interests (Unanimous).**

Town Clerk to write to Cllr S Burton inform him of the decision and notify SNC of the casual vacancy. **ACTION: Town Clerk.**

TO RECEIVE DECLARATIONS OF INTEREST

003/19: Cllr J Amis declared a pecuniary interest in Min: 009/19 Planning 2018/2716 as he lives on the road.

004/19: Cllr L Glover declared a pecuniary interest in Min: 028/19: as she is a Churchwarden for St Edmund's Church.

TO CONFIRM THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 11 December 2018

005/19: RESOLVED to approve the minutes with no amendments. ACTION: Town Clerk.

TO RECEIVE COMMITTEE MINUTES

006/19: a) Farmland Road WG of 13 December 2018:

RESOLVED to approve the minutes of the meeting with no amendments. ACTION: Town Clerk.

TO RECEIVE UPDATES ON MATTERS IN THE MINUTES NOT LISTED BELOW (no resolutions)

007/19: Min: 074/18: Farmland Road WG had arranged a meeting for 16 January with SNC. FRAG had drafted a letter to request that the Planning Inspectorate did not proceed by written representation, but preferably by a full formal Inquiry. CTC to write as a corporate body to do the same. **ACTION: Town Clerk**

008/19: RESOLVED TO ADJOURN THE MEETING FOR 15 MINUTES PUBLIC PARTICIPATION

Items raised: Highways are due to visit Folgate Lane to check drains along the whole road. Works will then be scheduled. Post-box in Folgate Lane is positioned on a slope in an area of poor visibility on a muddy and grassy bank. Suggestion to contact Royal Mail to identify a better location.

A query was raised over the advertising of the casual vacancies for Old Costessey and New Costessey; this was explained by the Town Clerk. 20mph restriction roundel in Costessey village is programmed, but awaiting a date. Dog mess on the football pitches was raised again, and will be discussed at the next Property and Environment meeting. CTC agreed it has genuine health concerns on this matter. **ACTION: Town Clerk, Deputy Clerk. The meeting was reconvened.**

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

009/19: a) Planning applications for consideration:

i) 2018/2615: Mrs J Rennie - 104 & 106 Norwich Road, NR5 0EH - Two storey rear extension, single storey side and front extension for 104 Norwich Road, two storey rear extension for 106 Norwich Road. **Comment: The two properties look similar, but at 104 the two-storey extension is much closer to the bungalow at no. 102, making it very dominant over no 102. The proximity to the neighbour will cause overlooking / overshadowing / privacy issues. No 106 is similar, but is set much further away from neighbours so will not have the same detrimental effect. REQUEST Planning Officers make a site visit to establish the facts of overlooking / privacy etc. APPROVE SUBJECT TO above site visit and satisfactory resolution of overlooking / privacy / overshadowing issues**

ii) 2018/2677: Mr & Mrs N Taylor - 172 West End, NR8 5AW - Proposed loft conversion with dormer, integral garage flat roof changed to hipped, existing part glazed element to the side elevation changed to brick with tiled roof and associated works. **Comment: Dormer windows facing Nos. 168 & 170 have the potential for overlooking and looking into those properties. REQUEST Planning Officers make a site visit to establish the facts of overlooking / privacy etc. APPROVE SUBJECT TO above site visit and satisfactory resolution of overlooking / privacy / overshadowing issues**

iii) 2018/2716: Mr M Whittle - 65 Olive Road, NR5 0AP - Ground floor rear extension and loft conversion with front and rear dormers – **APPROVE**

iv) 2018/2748: Mrs C Cartwright - 9 Ruskin Road NR5 0LL - Retention of static caravan in garden for residential use & Addition of static caravan in garden for residential use – **Comment: The application has arisen as a result of a complaint. The mobile home is located in the back garden with a fence around it to define two separate plots and create a discrete property. This is in effect back land development which CTC always opposes. It was noted that medical reasons are not planning reasons. it was suggested allowing for 1 year only to allow alternative arrangements to be made - REFUSE**

v) 2018/2815: Mr M Hill - 156 The Street, NR8 5DG - Rear extension, new roof with internal and external alterations - **Comment: The property orientation is turned 90 degrees. The new large gable end window overlooks a Grade 1 listed building (St Edmund's Church) The proposal more than doubles the original floorspace. Design is defective in a conservation area although there is a diversity of styles further down The Street. Overdevelopment of site, privacy / overlooking / overshadowing issues re neighbour's property as noted in Neighbour's letter of objection – APPROVE**

010/19: b) Information & Planning decisions received from South Norfolk & Norfolk County Councils: (*Information only. (No decisions needed) See separate sheet. NOTED

011/19: c) Appeals:

i) Land North of Farmland Road: APP/L2630/W/18/3204808 (2016/2430): 5 weeks from 21 Dec.:

TO APPROVE THE CONTRACT AND ASSET LIST FOR THE TRANSFER OF STREETLIGHTS FROM SNC AND CTC

012/19: SNC's original proposal was based on 225 lights – 85 “needed” and 141 “not needed” according to the SNC's criteria, which CTC did not agree with. 36 of the columns are not on public land. CTC's solicitor has advised Council not to take on any lights on privately-owned land due to the risks involved. Capital offer of £164,800 - maths does not add up, although when figures queried with SNC they assured CTC that they were correct. CTC officers are insisting on a definitive list of columns with specific amount set against each one.

RESOLVED NOT to take on the 36 lights on private land. (unanimous). ACTION: Town Clerk

013/19: Cllr L Gibbs-Kneller left the meeting 8.08pm

FINANCE MATTERS:

014/19: a) To approve the accounts for November 2018 and receive a budget report: At the end of November Council was 2/3 (66.67%) of the way through the financial year and was in budget by £219,966. Council has received BOTH instalments of the precept (£591,448) and the whole of the Precept Support Grant (£9,910). Also, two CIL payments on planning permissions from South Norfolk Council totalling £19,164.55, and the Agency Grass Cutting Payment of £13,145.42 from Norfolk County Council. Some cost centres are showing a potential overspend, though many will even out over the year (eg Subscriptions at 83.2%, Insurance at 87.9% & Licences at 100%) which are paid annually at the beginning of the financial year. The potential overspends are offset by higher than anticipated income from hall hires at Breckland Hall (73.5%), The Costessey Centre (78.2%), while Queen's Hills Community Hall is slightly under budgeted income (61.4%). Burial & Memorial fees (125.5%) are sporadic and cannot be accurately predicted but are generally above budget. Interest is at 271.8% from a low base. There is a Property Maintenance EMR which will be used to fund property maintenance and smooths out the variable peaks & troughs over the years.
RESOLVED to approve the accounts for November 2018 in the balance of £740,453.91

015/19: b) To consider the Youth Work proposal for 2019-20: The figures and activities in the proposal were discussed. Cllr Newby gave an overview of the youth groups and suggested a Management Committee be set up to help guide and enhance the groups.
PROPOSAL to continue to support the Youth Work services for the next Financial Year (to end of March 2020)

AMENDMENT to support the Youth groups to the end of the academic year only (July 2019), with a review of both clubs (to inform further funding requests)
Cllrs J Newby, P O'Connor and Mrs F. Carter volunteered to serve on a Management Committee.

SECOND AMENDMENT to support Youth Work services for the next Financial Year on the proviso that a management committee was set up.

The Clerk pointed out that the second amendment was probably now academic, but that a vote should be taken. The votes were taken in reverse order as follows:

SECOND AMENDMENT WAS DEFEATED (4 for, 6 against)

FIRST AMENDMENT WAS DEFEATED (5 for, 7 against)

RESOLVED to continue to support the Youth Work services for the next Financial Year (to end of March 2020) (7 for, 2 against)

016/19: QUBE & Cossey Posse attendance at the Fete: As the Youth Workers are engaged on an hourly rate for their time, they charge CTC for fete attendance. Councillors felt that time for attendance at the fete should be voluntary. The stall / pitch should be given free.

RESOLVED to remove the charge for the fete, but allow a free pitch. (10 for, 1 against)

017/19: c) To approve the budget & set the precept for 2019-20: (see **AMENDED** report & figures)
RESOLVED to approve the Budget, with an increase in the Band D rate of £4.21 which equates to the pro rata transfer of the Special Levy raised by SNC to maintain streetlights for 189 lights only ACTION: Town Clerk

018/19: d) To consider the request for a donation to Norfolk Citizens' Advice (Permitted Powers)
RESOLVED to approve a £50.00 donation to Norfolk Citizens' Advice. ACTION: Town Clerk

019/19: e) To approve final payment of the City College invoice for website / newsletter / leaflet / social media development of £1,890 + VAT: Deputy Clerk to contact College sort out issues with overprinting, font and Standing Orders page. College have fulfilled their obligations.

PROPOSAL to defer payment of the invoice until the snagging is complete.

AMENDMENT to approve the final payment of the City College invoice for £1,890 + VAT.

RESOLVED to approve the final payment of the City College invoice for £1,890 + VAT. (9 for, 1 against). ACTION: Town Clerk

020/19: The Media Press member left the meeting at 8.55pm

TO CO-OPT TWO NEW TOWN COUNCILLORS

021/19: a) One member to Old Costessey Ward following the resignation of Paul Cooper:

RESOLVED to co-opt Fiona Carter as a Town Councillor for Old Costessey Ward. ACTION: Town Clerk.

022/19: RESOLVED to continue the meeting beyond 9pm

023/19: b) One member to New Costessey Ward following the resignation of Reg Piesse:

RESOLVED to co-opt Terry Laidlaw as a Town Councillor for New Costessey Ward. ACTION: Town Clerk

TO CONSIDER HIGHWAY MATTERS

023/19: Thanks were expressed to the local Highways Engineer for his prompt responses and actions. Request for another tour of Costessey with the area engineer. **ACTION: Town Clerk**

024/19: Cllr D Gunby left the meeting at 9.06pm

TO RECEIVE DISTRICT COUNCILLORS' REPORTS

025/19: Noted.

026/19: Two members of the public left the meeting.

TO CONSIDER DETAILS OF THE FETE AND FAIR 2019

027/19: A positive update was given on the Fete budget. A good fixed rate had been agreed with the ice-cream company. An animal display (reptiles) was considered; either i) @ £150.00 per day with a charge to public for holding them, or ii) @ £550 per day so that public could hold them free **RESOLVED to take up Option i) @£150 per day with a charge to the public for holding reptiles. (7 for). ACTION: Cllr Blundell**

An Inflatable Go-Kart company would like to attend; they would pay £150 per day plus 20% of the profits to the Council. Cllr Blundell would need to check that the attraction is acceptable to Larry Gray. Also, the Go-Kart Co. would need to vary the "track route" to ensure that the Go-karts are not repetitively going over one area of ground and damaging the football pitches.

RESOLVED to allow the Go-Kart company to attend the Fete & Fair, provided the additional conditions are adhered to. ACTION: Town Clerk, Cllr G Blundell

TO RECEIVE CORRESPONDENCE

028/19: a) Friends of St Edmunds Church: Trustees' Report & Notice of AGM: Noted

029/19: b) Police Report & Crime figures for November 2018: Noted. Comments re the speeding continually noted down on the Neighbourhood Priorities. CTC are not notified as to how many fines are issued. An increase in criminal damage to parked vehicle. Residents can log on to the police.uk site and access a report with more details.

TO RAISE MATTERS OF STRATEGIC IMPORTANCE (for discussion only - No resolutions)

030/19: Parked vehicles in Queen's Hills development blocking the roads preventing Fire Brigade access in an emergency. Invite the Fire Service to drive round the estate to see for themselves how dangerous the situation is from 8pm onward.

031/19: THE DATE OF THE NEXT MEETING WAS CONFIRMED as Tuesday 29 January 2019 at 7pm. VENUE – The Costessey Centre, Longwater Lane, Costessey, NR8 5AH

032/19: The meeting closed at 9.24pm

Chairman:

Date: