

## Minutes of the ONLINE meeting of Costessey Town Council on Tuesday 2 February 2021 at 7pm

**Present:** Cllrs D Burrill (Chair), J Amis (Vice Chair), I Alam, M Bedford, G Blundell, G Dole, T East, L Glover, S Hannant, G Jones, S Jones, T Laidlaw, J Newby, P O'Connor; H Elias (Town Clerk), N Bailey (Deputy Clerk). Three members of the public including DCllr S Blundell

As a mark of respect, a minute's silence was held in memory of Captain Sir Tom Moore

### **TO RECEIVE APOLOGIES**

**044/21:** An apology was accepted from Cllr M Bedford – Prior commitment

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

**045/21:** Cllr T Laidlaw declared an "other" interest in Planning 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.

**046/21:** Cllr Blundell had been lobbied over Min 056/21: planning application 2021/0017

**047/21:** Cllr East declared a non-pecuniary interest in Min 056/21: planning application 2021/0065 as he knew the applicant.

**048/21:** Cllr Hannant declared a pecuniary interest in Min 056/21 planning application 2021/0104 as her property shared a boundary with the burial site and a non-pecuniary interest in the Cemetery Fees Min: 060/21:

### **TO CONSIDER POLICE MATTERS**

**049/21:** The Beat Manager had attended the recent Executive Committee meeting on 19th January 2021 and a regular community update from ACC Wwendth had been circulated.

### **TO CONFIRM THE MINUTES OF THE FULL CTC MEETING OF THE COUNCIL HELD ON 12TH JANUARY 2021 7PM**

**050/21: RESOLVED** to approve the minutes without amendment.

### **TO RECEIVE COMMITTEE AND WG MINUTES & NOTES AND TO CONSIDER RECOMMENDATIONS THEREIN:**

**051/21:** a) Minutes of the Executive Committee Meeting of 19 January 2021:

b) Notes of the Local Infrastructure WG of 21 January 2021:

c) Notes of the Fete WG of 22 January 2021:

d) Minutes of Finance, Budgets & Staffing Committee of 22 January 2021:

The minutes and notes were all signed as received. Recommendations to be dealt with during the meeting as they were on the meeting agenda.

### **TO RECEIVE UPDATES ON MATTERS IN THE MINUTES NOT LISTED BELOW** (NO resolutions)

**052/21:** Min: 010/21: The Rainbow Benches had been delivered. One would be installed by South Norfolk Council at The Denes play area in Queen's Hills and the other at CTC Longwater Grounds with the Property & Environment Committee selecting the exact location near to the play areas.

**053/21:** Min: 021/21: West End Speed Camera: An update had been received just before the meeting and would be looked at in detail.

**054/21:** Min: 039/21: The Queen's Hills Spinal Roads would be adopted first and connecting roads would be considered afterwards as a matter of course. The County Council had advised that any type of road surface including shared surfaces and brick weave could be adopted. Roads serving nine or more dwellings could be considered for adoption. A definitive list of roads which developers were offering for adoption would be useful.

## **RESOLVED TO ADJOURN THE MEETING FOR 15 MINUTES' PUBLIC PARTICIPATION**

**055/21:** Members of the public were specifically interested in a planning application.

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

### **056/21: a) Planning applications for consideration:**

i) **2020/1578:** Mr D Smith - Erection of 3 No. new dwellings (re-submission of 2020/1054) - Land Off Mill Croft Close - Full – **Comment:** Some previous objections, such as the scale of development on the small site and the overlooking of other properties, appear to have been addressed, but concerns were expressed about the apparent landowner's ransom strip which would be created. This would be not only for future access to the Roundwell works for development of 24 units as per the GNPD "blueprint" for planning over the next 25 years, as any access would have to be via Millcroft Close because the lane to the A1074 Dereham Road would emerge too close to the junction with Longwater Lane, but also as access to the three proposed properties which could create future issues. Letters of objection from residents were noted and should be taken into consideration.

**RECOMMEND REFUSAL ON THE FOLLOWING GROUNDS:** Amenity: The lack of amenity to the new houses adjacent to the Roundwell industrial works was noted, as there was inadequate screening; Houses are small and not in keeping with the other dwellings in Millcroft Close; Access & Traffic: Millcroft Close is too narrow for refuse vehicles at present as there is only room for two cars to pass; Loss of on-street parking in Millcroft Close would cause problems with even existing levels of vehicles, as cars are already parking in the hammerhead; more than 20 extra vehicle movements per day turning out of Millcroft Close into Dereham Road would be hazardous, especially as there had been a fatal accident in the area. Wildlife: given the large amount of wildlife seen - in particular protected species such as bats, newts etc an EIA should be required. Tree Report: Cllrs believed that at 6.4.2 there was a typo and that piling rigs etc should NOT be used on the site. **IF APPROVED CONDITIONS SHOULD BE IMPOSED TO PRESERVE THE AMENITY FOR THE EXISTING RESIDENTS, SUCH AS RESTRICTING WORK TO BETWEEN CERTAIN HOURS ONLY TO REDUCE NOISE, AND VEHICLE MOVEMENTS ALSO TO BE RESTRICTED TO SPECIFIC HOURS.** DCllr D Burrill offered to call it in to SNC DMC if the Officers were minded to approve the application.

ii) **2020/2471:** Mr & Mrs Hoffman - 8A The Drive NR5 0EF - Retention of single storey hobby room / office – Householder – **Comment:** This is a **RETROSPECTIVE** application. There are a considerable number of outbuildings on the plot, which do not appear on the plans, the scale of which seems to constitute back land development. It was also noted that there was no previous application for a swimming pool. Letters of objection from local residents noted and to be taken into consideration. **REFUSE on the following grounds:** Overdevelopment of site; loss of amenity to neighbours; previous planning condition not to construct within 15m of a protected oak tree have been breached - it appears the roots have been affected and the building was well within the 15m line. Request that the Enforcement Officer and Tree Officer investigate the breaches.

iii) **2021/0017:** Mr Steve Edwards - 24 Stafford Avenue, NR5 0QF - Alterations to existing roof to provide 1st floor accommodation and additional 2 storey extensions – Householder – **Comment:** Cllr G Blundell had been lobbied by residents about this application. Letters of objection from local residents were noted, especially about lack of privacy, light, height and overbearing nature of the proposed two storey building. **REFUSE on the following grounds:** Out of keeping with the street scene, which consists of bungalows and some chalet bungalows. Roof line too high in comparison with other neighbouring dwellings. Loss of privacy as upstairs windows will look straight into houses across the road; loss of light to neighbours; large extension; overbearing nature of building on all surrounding neighbours. Very close to neighbours on both sides, where at one side there is a considerable drop in levels.

iv) **2021/0033:** Mr & Mrs P Freezer - Land to the Rear of 12 Grove Avenue -Erection of one single storey dwelling - Outline - **RECOMMEND REFUSAL - Comments: This is a re-submission of a**

**withdrawn application. REFUSE on following grounds: Back land development and insufficient access**

v) 2021/0039: Mr Jon Mann - Pasta Foods, Forest Way, NR5 0JH – Proposed erection of new storage silo - Full - **RECOMMEND APPROVAL**

vi) 2021/0041: Mrs Zoe Hosking - 1A Autumn Drive, NR5 0EE - Proposed extension and associated alterations – Householder – **RECOMMEND APPROVAL**

vii) 2021/0065: Mr & Mrs Hill - Heyford House, 18 Parklands, NR8 5AL - Single storey side extension and two storey rear extension – Householder – **RECOMMEND APPROVAL**

viii) 2021/0104: Mr Cliff & Mrs Julie Summers - 44 Longwater Lane Costessey NR5 0TF - Erection of rear extension and alterations to roof to form first floor, including front and rear dormers – Householder – **RECOMMEND APPROVAL**

**057/21: b) Information & Planning decisions received from South Norfolk & Norfolk County Councils:** (\*Information only. (No decisions needed) See separate sheet. Noted

**058/21: c) Appeals notified:**

i) APP/L2630/D/20/3264432: SNC: 2020/1747: - Mr G Carrs - 104 West End - Retention of front dormer and first floor rear extension (**resubmission of 2019/2466**). To be conducted with the existing evidence presented. Noted

**TO CONSIDER FINANCE MATTERS** (See also F, B&S Committee Minutes of 22 January 2021)

**059/21: a) To approve the accounts for December 2020 and receive a short budget report incl payments over £500:** There would be an estimated £70,000 surplus. Government Grants administered by South Norfolk Council for three community centres had been applied for. **RESOLVED to approve the December 2020 accounts in the balance of £877,045.20**

**060/21: b) To approve keeping the cemetery fees on hold for 2021-22:** Rates of inflation were low and any linked increase would be negligible.

**RESOLVED NOT to increase cemetery fees for the financial year 2021/22**

**061/21: c) To approve the amended Financial Risk Assessment:** Recommended changes were in red. These included some Covid related additions.

**RESOLVED to amend the Financial Risk Assessment as per the F,B&S Committee recommendations**

**062/21: d) To consider cancelling the Fete & Fair 2021:**

**RESOLVED to cancel the May 2021 Fete.**

**TO CONSIDER HIGHWAYS MATTERS**

**063/21: Road closure:** Costessey Mill Bridges on 19 February, 7am-7pm - for resurfacing. Noted. Also, notification of the closure of Middleton Crescent w/c 15 February for resurfacing had been received that day.

**064/21: Parish Partnerships:** The Deputy Clerk, Principal of Costessey Primary School and Road Engineers had agreed signage locations taking into consideration pedestrian and traffic movement around the school entrances and exits. The final bid requires a £5,233 contribution from CTC with the County Council match funding the scheme. School Children would design the “Slow down” signs. During a site-visit a new pedestrian exit on Three Mile Lane was identified as requiring improvements. County Councillor East had arranged for safety rails to be installed and the repairs to the footpath using his annual highway improvement grant.

**065/21:** Dip near the roundabout on Alex Moorhouse Way near the Copper Beech had deteriorated and had been reported but still required repair, and a large pothole had appeared city bound just through the Bowthorpe roundabout

**TO RECEIVE CORRESPONDENCE** (Verbal and written)

**066/21:** None

### **TO RECEIVE DISTRICT COUNCILLORS' REPORTS**

**067/21:** DCllr S Blundell had arranged grants to fund two benches in the Queen's Hills Community Park. DCllr T Laidlaw was on the SNC/BDC committee overseeing the One Team 'Spark Programme' and had attended the Development Management Committee which had included an application for a Woodland Burial Site. Cabinet were meeting on Monday 7 February to consider the Greater Norwich Growth Board papers which included information on pooled CIL and aspects around the proposed expansion of Ormiston Victory Academy on Middleton Crescent. DCllr D Burrill had a max £1,000 grant available to support local community groups and DCllrs L Glover & T Laidlaw were hoping to support a sensory garden.

### **TO CONSIDER THE LATEST GOVERNMENT GUIDANCE ON COVID 19**

**068/21:** Government guidelines had been rechecked: play areas were still open but outdoor gyms were closed. Breckland Hall was a possible venue for a vaccination centre. A local waste collection business had cancelled rounds as staff were off ill with coronavirus.

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

**069/21:** Provisional dates for a virtual meeting had been received from the SNC/BDC Director of Place. The availability of some CTC members was still to be notified.

**070/21: THE DATE OF THE NEXT FULL COUNCIL MEETING WAS CONFIRMED AS TUESDAY 23 FEBRUARY 2021 at 7PM**

**071/21: 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 legal issues.**

Members of the public and Cllr Alam left the meeting at 8:35pm.

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

### **TO CONSIDER ANY CONFIDENTIAL ITEMS FROM THE FINANCE, BUDGETS & STAFFING COMMITTEE**

**072/21:** A hand delivered letter to a former councillor had prompted a response, but the loaned equipment had not been returned. In the future a signed Loan Agreement was needed.

### **TO RECEIVE AN UPDATE ON THE SNAGGING CONTRACT**

**073/21:** Anglian Water and Norfolk County Council were satisfied with the progress of ongoing drainage works. DAG Civils had quoted £5,000 plus VAT for the additional works which been approved as urgent but had to be ratified at a later date. The Financial Regulations had been followed

**RESOLVED to ratify the engagement of DAG civils at a cost of £5,000 plus VAT for additional drainage works.**

**074/21: RESOLVED to vire the Queen's Hills Community Centre build retention of £5,232.52 to the Queen's Hills Drainage EMR**

**075/21: RESOLVED to approve IN PRINCIPLE the payment of the second invoice from DAG Civils at £21,750 plus VAT once confirmation of the adoption standard of the drainage had been received from Anglian Water, and Norfolk County Council Highways Department were satisfied.**

**076/21: RESOLVED IN PRINCIPLE to seek recovery of the £5,000 plus VAT (see Min: 070/21) at the appropriate time and subject to legal advice.**

**077/21:** The meeting finished at 9:18pm.

**Chair:**

**Date:**