

Minutes of the ONLINE meeting of Costessey Town Council on Tuesday 12 January 2021 at 7pm

Present: Cllrs D Burrill (Chair), J Amis (Vice Chair), 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). Two members of the public including the Local Beat Manager

TO RECEIVE APOLOGIES

001/21: None. No apology had been received from Cllr I Alam

TO RECEIVE DECLARATIONS OF INTEREST

002/21: 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.

003/21: With the agreement of Council the Chairman brought forward Item 6 to allow the Beat Manager to leave to attend to other business.

004/21: RESOLVED TO ADJOURN THE MEETING FOR 15 MINUTES' PUBLIC PARTICIPATION

Items raised: Police had been busy and Police dynamics had completely changed with concentrating on the breaches of COVID-19. They had been adopting the "Four E's approach" - engaging, explaining, encouraging, and enforcement. The actual crime rate in Costessey and surrounding areas was very minimal. A major crime spree in Spring 2020 had been graffiti and a lad had recently appeared in court. Operation Bolero concentrating on retail theft in the Longwater area over the Christmas period had reduced crime by 70% like-for-like from the previous year, so was a complete success. Also a few neighbour disputes were dealt with. Concerns were raised about East Hills Woods car park, so Police will patrol. No gatherings are allowed. Police would be holding a pilot on-line Instagram / Facebook session - details to follow. No members of the public wished to speak. **The meeting was reconvened.**

TO CONFIRM THE MINUTES OF THE FULL CTC MEETING OF THE COUNCIL HELD AT 7PM ON 15 DECEMBER 2020

005/21: RESOLVED to approve the minutes without amendment.

TO RECEIVE COMMITTEE & WG MINUTES & NOTES AND TO CONSIDER THE RECOMMENDATIONS THEREIN

006/21: Minutes of the Executive Committee Meeting of 11 December: Min:448/20: Legal Agreement: "2020" should be "2021"

RESOLVED to approve the minutes with the above amendment.

The following sets of minutes were the responsibility of the Committee members to agree as an accurate record at their next meeting

007/21: b) Minutes of Staffing Sub-Committee on 10 December 2020 (approved by F,B&S):

The Minutes were signed by the Chairman as received by full Council

008/21: c) Minutes of Finance, Budgets & Staffing Committee of 17 December 2020:

The Minutes were signed by the Chairman as received by full Council

009/21: d) Minutes of Finance, Budgets & Staffing Committee of 5 January 2021:

The Minutes were signed by the Chairman as received by full Council

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

010/21: Mins:463/20 & 414/20: Rainbow Benches: Covid 19 had held up production. It was hoped they would be delivered by the end of January.

011/21: Queen's Hills drainage: Not all the underground services were on the plans. The Head of Planning was monitoring the northern lagoon / swale

012/21: Hampers: - over 100 hampers and gift bags had been delivered to residents of Costessey and some to other parts of South Norfolk.

013/21: Mins: 464/20 & 427/20: Planning White Paper: This had been forwarded as requested.

014/21: Min: 473/20: Investment: SNC Cabinet had met. The Greater Norwich Local Plan (GNLP) was in a period of technical consultation. If approved it would go to the Planning Inspector for the next stage. DCllr John Fuller had admitted that investment in Costessey had not been high given its 25,000 population. CTC Local Infrastructure WG should meet to set the agenda for infrastructure projects, rather than having it imposed on CTC.

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

015/21: a) Planning applications for consideration:

i) 2020/2473: Mr I Ryder - 32 Stafford Avenue, NR5 0QF - Erection of single storey rear extension - Householder - APPROVE

016/21: b) Information & Planning decisions received from South Norfolk & Norfolk County

Councils: (*Information only. (No decisions needed) See separate sheet.

2020/0785: It was noted that although CTC had recommended approval, both Norfolk CC and SNC had refused it on the grounds of it being in the river valley.

TO CONSIDER FINANCE MATTERS

017/21: a) To consider the Budget 2021-22 Report and the budget figures v3 and decide on the Precept Demand and Band D Rate:

The Tax Base had fallen by six, despite more homes being occupied, due to the impact of Covid 19 and resulting unemployment. Future hall income had been estimated at only 50% of previous years. A huge change was the reduction in janitorial costs as CTC had taken the cleaning in-house, but this had resulted in an increase in the salaries budget; additional cleaners would be required when the halls re-opened. More grounds staff would be needed when CTC took over the linear parks and play areas at Queen's Hills. Recommendation from the Finance, Budgets & Staffing Committee was to keep the Band D rate unchanged at £120.90 (approx. £2.32 a week for two adults on Band D), giving a precept of £659,026. Discounts applied for single occupiers and many homes in Costessey were only Band B or C, which would be lower. No information was given about any change to the proportion of the bandings of the houses.

RESOLVED to make a precept demand of £659,026 on the District Council (Band D Rate £120.90 unchanged)

The Chairman signed the Precept demand. **ACTION: Town Clerk**

018/21: b) To approve the accounts for November 2020 and receive a short budget report incl payments over £500: A couple of small rounding anomalies had been noticed on the Balance Sheet, which had been reported to the software providers.

RESOLVED to approve the accounts in the balance of £962,484.06

TO APPROVE THE HEALTH & SAFETY STATEMENT AND THE LIST OF RISK ASSESSMENT / H&S GUIDES

019/21: CTC engaged a Health and Safety specialist who helped draw up the various schemes of operation management and Health and Safety risk assessments and policies. Minor changes had been made the previous year. No further changes were deemed necessary.

RESOLVED to approve the health & safety statement and the list of Risk Assessment / H&S Guides

TO CONSIDER HIGHWAYS MATTERS

020/21: a) Parish Partnerships: A bid had been made for approx £5,000 to install wigwags and signs around the Costessey Primary School area. CTC were awaiting the Engineer's final report. Another issue had been brought to their attention by the Principal and CCllr East had agreed to fund a barrier to make the new pedestrian entrance on Three Mile Lane safer.

021/21: West End Speed Camera Initiative: The Police confirmed their support for the Westcotec system, but this was also needed from the Camera Safety Partnership. A fifth officer was dealing with this. Police were supporting installation of only one camera, but a minimum of two was needed. Thanks were expressed to Cllr Blundell for his work in progressing the APNR project. Given that approx. £350,000 was allocated to mitigation measures from the NDR and the Next Plc application and these cameras would cost much less, queries were raised as to the balance of the monies. **ACTION: Town Clerk**

022/21: Speed Humps: A request had been received for speed humps on The Street. The humps on West End had been installed to slow down lorries at Ayton Asphalt, and might not be needed if speed cameras were installed on West End. Complaints had been received about the new humps in Sunny Grove as being ineffective, but there was a limit as to how high they could be.

023/21: A1074 Dereham Road Crossing: Access to Lodge Farm Phase 2. There was a large puddle and the crossing was often flooded. Contact NCC Highways. **ACTION: Town Clerk**

TO RECEIVE CORRESPONDENCE (Verbal and written)

024/21: Casual Vacancies: in Queen's Hills Ward and one in Old Costessey Ward. A poll had been called for by 10 electors in each ward. The notice of elections would be published at the end of March as Government was still expecting elections to take place on 6 May.

TO RECEIVE DISTRICT COUNCILLORS' REPORTS

025/21: DCllr T Laidlaw: i) Greater Norwich Local Plan: There were currently no residential sites for Costessey, apart from a contingency at Lodge Farm Phase 3 for 800 houses. The Leader of SNC had mentioned *en passant* that the Showground could be an area which could be developed for commercial and leisure activities in which case CTC should put forward aspirational ideas for use. A meeting of the Local Infrastructure WG should be called. **ACTION: Town Clerk**

026/21: DCllr D Burrill: SNC was investigating recent local flooding, especially of the R Wensum & R Tud with the flooding of the routes between Old and New Costessey & to Taverham and Drayton.

027/21: DCllr L Glover: She had attended a Licensing Committee which had granted the application as the applicant had been well-prepared.

TO CONSIDER THE LATEST GOVERNMENT GUIDANCE ON COVID 19

028/21: South Norfolk had moved from Tier 2 through Tier 4 to Lockdown. All the halls were closed. Following government guidance the outdoor gym was closed, but the play areas were open. The Government's Business Interest Support Grant had been extended.

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

029/21: None

030/21: THE DATE OF THE NEXT ON-LINE MEETING WAS CONFIRMED as Tuesday 2 February 2021 at 7pm. There would also be an on-line Executive Committee meeting on Tuesday 19 January at 7pm.

031/21: There being no confidential business a resolution was not passed and Item 17 ***To consider any confidential items from the Finance, Budgets & Staffing Committee** was not discussed.

032/21: The meeting closed at 8.11pm

Chair:

Date: