

Minutes of the ONLINE meeting of Costessey Town Council on Tuesday 15 December 2020 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). One member of the public

The Chairman welcomed everyone to the meeting and announced that Mrs F Carter, Mr J Flowerdew, Mrs J Knights, Mrs S Long and Mr C Mahn had resigned from the Town Council. He thanked them for their service to the community and suggested that anyone who wished to become a Councillor could contact any Town Councillor or the Clerk for information.

TO RECEIVE APOLOGIES

453/20: None. No apology had been received from Cllr I Alam

TO RECEIVE DECLARATIONS OF INTEREST

454/20: 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.

455/20: Cllr D Burrill stated that under the Covid measures, South Norfolk DMC had been reduced in number and that he was no longer a substitute member on the DMC, so technically no longer needed to declare an interest in Planning issues.

TO CONFIRM THE MINUTES OF THE FULL CTC MEETING OF THE COUNCIL HELD AT 7PM ON 24 NOVEMBER 2020

456/20: RESOLVED to approve the minutes without amendment.

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

457/20: Minutes of the Executive Committee Meeting of 4 December:
RESOLVED to approve the minutes without amendment.

458/20: b) Minutes of the Comms WG of 7 December 2020:
The Minutes were signed by the Chairman as received by full Council

459/20: Min CO019/20: Recommendation to live-stream Executive Committee (ECM), Property & Environment Committee, and Finance, Budgets & Staffing Committee Meetings: Concerns were expressed about live streaming F,B&S Committee due to the sensitive and commercial nature of items it discussed, and also that GDPR regulations might inadvertently be breached. It was noted that a resolution could be taken at any time in a meeting to discuss an item in confidence, when it would be deferred to the end of the meeting to be discussed without the public being present. It was noted that live-streaming allowed more members of the community to "attend" council and committee meetings remotely, though there were additional staff requirements involved.

A proposal was made to live stream P&E meetings, which was amended.

RESOLVED to live stream ECMs and Property & Environment Committee meetings and to live stream the F, B&S Committee for a trial period of 6 months and then review. ACTION: Town Clerk & Deputy Clerk

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

460/20: Min: 440/20: (ECM) Verti-drainer: This had been purchased.

461/20: Min: 409/20: Min: PE066/20: Army Cadets' signage: This had been installed on the Costessey Centre building.

462/20: Min: 412/20: Min: 372/20: Parish Partnerships suggestions: Wig-Wags: A site visit had taken place with the Deputy Clerk, The local Highways Engineer and the Head Teacher of Costessey Primary School

463/20: Min: 414/20: Rainbow Benches: These had been chased and would be chased again.

ACTION: Deputy Clerk

464/20: Min: 427/20: Planning White Paper: DCllr T Laidlaw had requested & received SNC's response to the Government's White Paper. To be forwarded to Cllrs. **ACTION: Town Clerk**

465/20: RESOLVED TO ADJOURN THE MEETING FOR 15 MINUTES' PUBLIC PARTICIPATION

Items Raised: The member of public wished to speak to Item 14 re the continuation of remote meetings. **The meeting was reconvened.**

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

466/20: a) Planning applications for consideration:

i) 2020/2172: Miss Jennifer Ward - 21 Beaumont Road, NR5 0HQ - Conversion and extension of garage to create annexe - Full - **Comment: This is more than a replacement garage and appears to be a complete dwelling. CTC have always opposed back land development, but as there does not appear to be separate vehicular access this could fall within the definition of an annex if the services are supplied from the main house. A query was raised as to what constituted an annexe and what would be defined as a separate dwelling. Could the permission be conditioned to prevent it being sold or rented as a separate dwelling? -**

APPROVE with conditions

ii) 2020/2174: Mr Michael Wright - 28 Upper Stafford Avenue, NR5 0AB - Single storey rear extension with external and internal alterations – Householder - **Comment: This has maximised the available room space - APPROVE**

iii) 2020/2214: Mr Gary Mann - Land East of William Frost Way - Development of an existing unused site to form a storage compound. Site will be enclosed by 1.8m high palisade fencing - Full - **Comment: It was noted that the adjacent plot had already had an application on it and that the contractor had started work well, with properly laid drains and swales; the same company had submitted the application for this site. Concerns were raised regarding extra vehicular movements, especially along William Frost Way - the Longwater area is at capacity and a S106 agreement should be negotiated to provide improvements for the wider local road network – In addition to the above comments Cllrs questioned the nature of the storage proposed and wished to re-iterate the comments which were made by Costessey TC to the previous application 2020/1687: Comments: Concerns were expressed about extra vehicular movements at the Longwater interchange and William Frost way roundabout which are already at capacity, especially larger vehicles A condition should be applied / S106 agreement made for a contribution to the upgrade of the local road network around the Longwater Interchange, possibly the upgrading / relocating of the pedestrian crossing on William Frost Way - APPROVE with the above traffic and S106 considerations.**

iv) 2020/2265: Mike Savage - East of Anglia Ambulance Service NHS Trust - Alex Moorhouse Way, NR5 0JT - Proposed single storey extension and alterations to hardstanding - Full - **Comment: Two new bays were needed to drive vehicles in to fumigate / clean under Covid measures. There is no issue with staff parking. There is plenty of room on the site for the new bays. Concerns were expressed about the difficulties faced by emergency vehicles trying to access the main roads from Alex Moorhouse Way when responding with blue lights, especially the single carriageway stretch between the Copper Beech and the roundabout at the bottom of William Frost Way. The Town Council cannot stress enough the difficulties faced by the emergency vehicles trying to exit the Longwater area through the tailbacks on a road system which is at capacity, as every minute counts on an emergency call - APPROVE**

467/20: b) Information & Planning decisions received from South Norfolk & Norfolk County Councils: (*Information only. (No decisions needed) See separate sheet – It was noted that there was broad consensus between CTC's responses and SNC's decisions, the exception being for the Land to the South of the Croft. Reasons for refusal: i) SNC had considered the design of the house acceptable, but the position on the plot was not. ii) Detrimental to the Highway on safety grounds

with its proximity to the Croft iii) There was a reasonable presumption that protected species would be present on site eg slow worms, but there was no report. DCllr Laidlaw would have “called it in” to Committee otherwise.

TO CONSIDER FINANCE MATTERS

468/20: The November accounts would be looked at in the F,B&S Committee meeting. The Tax Base had not yet been received so the budget could not be finalised until then.

TO APPROVE THE APPOINTMENT OF TWO NEW TRUSTEES TO THE COSTESSEY PAROCHIAL CHARITY

469/20: The Parochial Charity owned land, which it rented out, and administered the allotments adjacent to the Old Cricket Ground. It made one-off payments to residents in need, but did not supply assistance where help was available from Government. Its website <http://costessey.org/> provided links to other charities which might be able to help. Under the Charity Scheme the Town Council appointed 4 trustees, but there were only two currently as Mr Rymarz had stepped down. Cllr P O'Connor who was both Secretary and Treasurer for the Charity had approached Mr Stewart Blackburn and Mr Alastair Kerridge, who were both respected in the Community and were willing to serve the Charity. Thanks were expressed to all involved.

RESOLVED to appoint Mr Stewart Blackburn and Mr Alastair Kerridge as Trustees of the Costessey Parochial Charity

TO CONSIDER HIGHWAYS MATTERS

470/20: Longwater Lane Traffic: Issues were re-iterated.

471/20: Bus Lane: This was a lengthy process

TO RECEIVE CORRESPONDENCE (Verbal and written)

472/20: Resignation letters from five Councillors: creating four casual vacancies in Queen's Hills Ward and one in Old Costessey Ward.

TO RECEIVE DISTRICT COUNCILLORS' REPORTS

473/20: DCllr T Laidlaw: i) SNC Ward Councillors' grants of £1,000 each had not had a full take-up due to Covid: 28 out of 46 had not been spent. It is proposed to roll over the unspent grants to the following financial year, so that up to £2,000 will be available in 2021-22, the 31 December cut-off date would be removed, and the rule that the grant cannot be awarded to the same organisations as in the previous year will be amended so that an organisation which has received a grant can apply again, but for a different project. ii) SNC had amended their constitution to allow remote electronic voting, when they have the technology. iii) SNC's Local Development Plan was already five years old and was unlikely to be confirmed by 2022. In light of the Government's White Paper on Planning SNC was considering asking Planning Officers to look at special settlements which could be purpose-built as a significant settlement – possibly of one to two thousand dwellings eg as at Poundbury in Dorset. There were three settlement options. iv) Questions had been raised as to the amount of money SNC spends on Long Stratton eg the proposed by-pass and on Wymondham. It was pointed out that Costessey had approx. 1/6 of South Norfolk's population, but did not receive much SNC investment – eg other market towns had leisure facilities such as gyms and leisure pools. Costessey also suffered from highways problems, so the Local Infrastructure WG should perhaps meet to discuss what Costessey might need and put recommendations forward. **ACTION: Town Clerk**

With Council's agreement Items 13 and 14 were taken together

TO CONSIDER THE LATEST GOVERNMENT GUIDANCE ON COVID 19 & TO CONSIDER WHETHER TO CONTINUE WITH ON-LINE MEETINGS UNTIL THE END OF THE CIVIC YEAR

474/20: It was noted that at SNC's full Council meeting the Chief Executive had advised that it was extremely unlikely that South Norfolk would go down from Tier 2 to Tier 1 and was more likely to move upwards rather than downwards.

475/20: Dr K Deane presented a paper on Covid expectations and planning based on her research at the UEA. The number of deaths so far included 79,000 “excess” deaths; Covid 19 was 10 to 20 times worse than flu, and 1 in 8 (12.5%) of the over 75 age group were expected to die. “Long

Covid” was affecting 1 in 10 of the 18-49 age group. People were at a relatively low risk of infection if they spent under 15 minutes at a 2m distance from each other, but over 1 hour at the same distance significantly increased the risk. Vaccination would not happen quickly so preventive measures needed to continue especially as a new, more virulent strain had been reported. Dr Deane was thanked for her input.

476/20: It was suggested that meetings might continue on-line until further notice, but the legislation had only allowed on-line meetings to take place until the end of the Civic year, though that might be reviewed by Central Government in future.

RESOLVED to continue with on-line meetings until the end of the Civic Year

TO CONSIDER NOMINATING / ELECTING A REPRESENTATIVE TO THE NORFOLKALC

477/20: Previously Cllr G Blundell had been appointed as CTC’s representative at NorfolkALC. The County Association was updating its list of “recently appointed” representatives. Clerks could attend meetings but were not allowed to vote on behalf of their Council. CTC had previously put motions to the County Association which had then been taken up by the National Association to central Government, including the issue of Management Companies’ high charges to residents.

RESOLVED to appoint Cllr G Blundell as the CTC representative to the NorfolkALC

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

478/20: Norwich Western Link: a late consultation had come in, but there was no time to call a meeting to discuss it before the submission deadline. CTC had previously submitted a response, which should stand. Cllrs could make individual responses if they wished. **ACTION: All**

Councillors

479/20: Resignations: The Councillor vacancies had been notified to South Norfolk Council, who dealt with the election processes. If 10 electors from the ward in question requested a poll, elections would take place providing there were more candidates than places, but if there were an equal or lower number of candidates, those candidates would be elected unopposed. If a poll was not claimed CTC could co-opt whomsoever it wished – CTC was not obliged to co-opt someone simply because they had expressed an interest.

480/20: **THE DATE OF THE NEXT ON-LINE MEETING WAS CONFIRMED** as Tuesday 12 January 2021 at 7pm. There would also be an on-line Finance, Budgets & Staffing Committee on Thursday 17 December at 10.30am

481/20: A very Happy Christmas and New Year was wished to all Costessey residents

482/20: The meeting closed at 8.50pm

Chair:

Date: