

HANDOUT 1 - WHAT DO CHAIRMEN DO?

1. Plan the meeting with the clerk and ensure that everything on the agenda is legal.
2. Brief themselves and prepare fully - study all relevant information and anticipate the needs and interests of the members. The Chairman can then answer questions or deal with requests for information.
3. Be punctual - the Chairman should set a good example by arriving early to check the arrangements and welcome members, the public and any visiting speakers.
4. Conduct the meeting
 - Check there is a quorum (minimum number of members needed to make the meeting legal)
 - Call the meeting to order and declare it open
 - Welcome members, the public and visiting speakers to the meeting
 - Introduce the standard items on the agenda – apologies; declarations of interest; confirmation of minutes of previous meeting
 - Introduce the agenda items and ensure that all members know what they have to achieve and how they might do it
 - Encourage participation
 - Stimulate an exchange of ideas and experience
 - Ensure that all have a chance to express their views freely
 - Keep the members aware of objectives
 - Maintain focus
 - Guide and progress discussion towards achieving the objectives
 - Manage conflict
 - Be fair and balanced
 - Preserve order
 - Enforce rules of procedure
 - Rule on disputed matters.
5. Participate, but do not dominate!
 - Ask questions
 - Clarify misunderstandings
 - Correct mistakes
 - Reject irrelevancies and stop the meeting going on a tangent
 - Co-ordinate the views of members
 - Give information if needed
 - Summarise the meeting's views and conclusions and confirm what has been decided/voted on
 - Listen and analyse the meaning and relevance of members' contributions.
6. Lead the Council
 - Plan, organise and control discussion
 - Develop harmonious relationships
 - Motivate individuals by encouraging and rewarding their efforts and supporting them in difficulties.

Planning No.	Name/Address	Description	SNC/NCC Decision	CTC Decision
2020/0786	Easterns Townhouse Road NR8 5BX	Two storey side extension to garage, including first floor annexe.	Refusal	Refuse
2020/1217	24B Richmond Road NR5 0PQ	Removal of condition Variation of condition 2 of planning permission 2015/1084-Addition of a dormer window to the south elevation and create improved access to the loft space, via a staircase, with the intention of using the loft as an office/storage. Proposed single storey rear extension	Approval with Conditions	Approve
2020/1361	19 Hill Road NR5 0NG	Proposed single storey rear extension	Approval with conditions	Approve
2020/1148	76 The Street NR8 5DD	T1 Ash tree -- fell to ground level.	Approval with conditions	N/A
2020/1291	34 Beaumont Road NR5 0HQ	Demolition of existing garage and erection of a detached single storey annexe.	Approval with conditions	Approve
2020/1292	15 Breydon Drive NR8 5AR	Semi-mature Holly Tree -height reduction 5m to 2m.	Approval with condition	Approve
2020/1231	Merry Meeting The Croft NR8 5DT	T1 Holly - Dismantle	No objections	N/A

Planning Decisions CTC 22.09.20

		Outside swimming pool and air source Heat Pump	Approval with conditions	Comments Only
2020/1180	Church barn The Street NR8 5DG	Outside swimming pool and Air source Heat Pump	Approval with conditions	Comments Only
2020/1181	Listed Building Church Barn The Street	Outside swimming pool and Air source Heat Pump	Approval with conditions	Comments Only
2020/1246	93 The Street NR8 5DF	Fagus Sylvatica (T1) - Remove single, over-extended lower limb Alnus Gutinosa (T2) - Remove to near ground level Chamaecyparis (T3) - Remove branches back to the property boundary to appropriate growth point Fagus Sylvatica Purpurea (T4) - Crown raise mature beech tree by trimming single, extended limb overhanging garden lawn will rebalance crown. Cupressocyparis Leylandii (T5) - Remove 1x mature cyprus tree to near ground level. Prunus Domestica (T6) - Reduce height from 7.5m to leave approx 3m	No Objections	N/A
2020/1301	Mill House The Street NR8 5DG	Variation on conditions 2 and 7 of 2017/2591/ F To amend from single to double garage and revision to arboricultural impact assessment.	Approval with conditions	Approve
2020/1383	182 Norwich Road NR5 0EW	Two story rear extension and single storey front extension to semi-detached property	Approval with conditions	Approve
2020/1427	1 meadow Road NR5 0NF	Proposed single storey rear extension, extending 7.75m from the rear wall of the original house , with a maximum height of 4m and an eaves height of 3m.	Prior approval not required.	N/A

CTC 22/9/20 11a)

NCC HIGHWAYS RESPONSES TO CTC QUERIES RE ROADS & PARISH PARTNERSHIPS SCHEME

1 "Village Gates" at QH:

Hi Hilary - Don't recall there ever being any proposals for the picket fence style village entrance signs on the approach up to Queen's Hills. Think you are correct in that it was just the brick walls, although if there was any discussion regarding village signage, it would have 10 – 15 years ago before Cofton went into administration.

2 Sir Alfred Munnings Road – proposed crossing

Of course at Queen's Hills the roads are not highway yet, so NCC have no interest in spending money on them at the moment, and we are too far down the line to start asking the consortium for more.

3 "Deer crossing" sign on Sir Alfred Munnings Road

12/06/13: This is the type of sign that I would not erect in a 30mph speed limit (or if on highway would not replace at end of life).

CTC 22/9/20. 12b)

The Friends of St. Edmund's Church



Newsletter & Subscription Reminder – September 2020

Dear Member,

What a year – I trust you are well and surviving in these strange times.

It would be remiss of me if I did not mention the passing of one of our founding members – Reg Piesse. Reg celebrated his 90th birthday in February and then passed peacefully a few weeks later. His death was not Covid related.

It was Reg and Chris Collison, our Vicar in the late 1980's who came up with the idea of forming a Friends of St Edmunds Church (FOSE). They had the foresight to see that funding two churches in the parish would be a struggle.

Reg was an active FOSE committee member to the end. Over the years he took his term as Chairman. Through his good offices a substantial donation was given to FOSE and that together with various fund raising activities has enabled all the recent projects to be funded. The good state of St Edmunds is a living memorial to Reg.

Vestry Door – the latest project that FOSE was working on with Costessey Parochial Church Council (PCC) was a new doorway to the Vestry. You will recall the old door had to be removed to enable the bells to be taken away for refurbishment.

The PCC was given permission in the Bell Faculty to come forward with proposals for the archway in which the old door had been installed. The PCC agreed to a wooden framed glazed door similar to the one that leads to the kitchen and a faculty has been granted for this work.

Your committee has agreed to donate the cost of the work which was originally scheduled to commence this month but

obviously with the disruption caused by Covid-19 this is not going to happen. Hopefully the work may commence in the New Year.

Band Concert – On the 23rd November 2019 the City of Norwich Brass Band entertained us in St Edmunds Church.

The event was very well attended and we raised £321. Thank you to all those who supported and thoroughly enjoyed the event, so much so that we had booked for the band to return this November. Sadly, as the band has not been able to meet the event has now been cancelled.

Subscriptions – for those who pay your subscription annually to FOSE – the renewal form is attached.

A very short Newsletter under the circumstances but thank you all for your support.

Yours sincerely,


Denis Collen
Chairman