

MEETING OF SWANTON MORLEY PARISH COUNCIL

MEETING MINUTES

Monday 11th March 2024 AT 7.55PM

SWANTON MORLEY VILLAGE HALL

Councillors Present: Mr R. Atterwill (Chairman), Mrs B O'Dowd (Vice Chair), Mr J. Venworth, Mr J. Rodrigues and Mr B. Almond

Also in attendance: Mrs Pickard (Clerk) and 5 members of the public

Matters Raised Under Time Allocated to the Public

A member of the public raised the concern that there are an increasing number of potholes in the Village and the village looks appalling. Councillor Atterwill responded that over 120 defects have been picked up and reported to Norfolk County Council.

The member of the public also suggested if there is going to be repair work on Harkers Lane that appropriate signage would be beneficial.

A member of the public also raised a concern with the Worthing Road footpath number 2. This piece of land has a Countryside Stewardship and is home to Skylarks and other wildlife however users of the footpath are cutting across this land instead of around it. A request was made to include this in our publicity to stay on the path around the outside.

There was no County Councillor Present

District Council report

Councillor Atterwill reported that Breckland District Council Council Tax for a Band D property has been uplifted by 4.95%.

Councillor Atterwill also reported that Breckland Council have an Energy Efficiency Scheme and more details is available on their website.

The Meeting Went into Session

1. To Accept Apologies for Absence

Councillor Walker-Fraser, Councillor Turner and Councillor Phillips sent their apologies accepted by Council

2. To Receive Declarations of Interest

Councillor Venworth declared an interest in item 7c

3. Minutes from the Parish Council Meeting of 12th February 2024 to be accepted, initialled, and signed.

Councillor Rodrigues proposed that the minutes are signed seconded by Councillor O'Dowd and carried

4. Matters arising from Minutes of 12th February 2024 (For Exchange of Information Only)

Financial Year 2023/2024

None were raised

5. Finance

- a. Accounts to approve for payment

Please see overleaf

Councillor O'Dowd proposed that the payments are made seconded by Councillor Venworth and carried

Payee	Detail	Payment type	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 11	Bacs	£3501.94	
N Power	Streetlight electricity	Direct debit	£276.13	£10.52
S2 Computers	IT Support	Direct debit	£173.05	£36.03
BT	Telephone	Direct debit	£133.88	
Breckland Council	Hedge cutting	BACS	£1011.66	£168.61
	TOTAL		£5096.66	£215.16

b. Income to be reported

Income Received from	Details	Amount
Tenants	Allotment fee	£204.00
Barclays	Bank Interest	£56.53
	TOTAL	£260.53

c. To appoint an Internal Auditor for 2023/2024 Parish Council accounts

The Clerk had requested three quotations to carry out the Internal Audit for the 2023/2024 Parish Council accounts. These were provided to the Council ahead of the meeting for consideration.

Councillor O'Dowd proposed that Mr Goreham is appointed as the Internal Auditor for 2023/2024 seconded by Councillor Rodrigues and carried

d. To discuss the fencing required along the Village Hall playing field and agree any actions necessary

This item was deferred

6. Land and Planning

- a. To consider responses to Breckland District Council for any planning applications:

3PL/2024/0141/F - Land at Elsing Road - Change of use from agricultural to dog walking field with associated works including a covered seating structure, new access, car parking area, perimeter fencing and landscaping.

Councillor O'Dowd proposed that the Council responds with no objections and fully support of the Council seconded by Councillor Rodrigues and carried

- b. To Receive Report on Planning Decisions by Breckland District Council

3PL/2023/1095/VAR - Kesmark House Gooseberry Hill - Variation of Condition No2 on 3PL/2022/0917/HOU. (Variation of Cond's

Permission granted

3PL/2023/1077/LB - Kesmark House, Gooseberry Hill - Proposed Internal alteration to secondary staircase & Installation of log burner to new extension with associated flue. (Listed Build Consent

Permission granted

Financial Year 2023/2024

It was agreed that the Clerk would write to the owners of Kesmark House to request that the driveway is reinstated when the work is complete

7. To Consider Matters for Attention for the Following Parish Assets:

a. Churchyard at All Saints' Church

It was reported that there is moss on the footpaths.

The Clerk is to purchase moss killer and a working party is required to clear the debris

b. Swanton Morley Burial Ground

- i. To Receive an update on the wayleave for the water supply to the Burial Ground

The Clerk reported that documents had been requested from the Solicitor to assist with the Land Registry,

these have been provided by the Clerk

c. Swanton Morley Allotments

- i. To receive an update on the Tree nursery

Councillor Venworth reported that all of the trees are now planted in the tree nursery on the allotment site, and would like to place on record his thanks to Councillor Brenda O'Dowd and Mr Seamus O'Dowd for looking after the trees.

d. Swanton Morley Open Spaces (Gooseberry Hill, Village Green and Davidson Park)

Councillor Venworth reported that there needs to be a working party on the Village Green to clean the bank and clear the leaves.

The Jubilee tree has now been successfully planted and the plaque will be mounted on an oak post to display.

- i. **To receive a report from an 'Everyone has the Right to Play' launch in February 2024**

Councillor Venworth reported that he and the Clerk attended the launch of 'Everyone has the right to Play' initiative held by the Youth Advisory Board. This was an initiative set up to encourage organisations who are responsible for play areas to remember to be inclusive and accessible.

Councillor Venworth stated that Gooseberry Hill play area is in a good position with the installation of the ability swing but there is still scope to become more inclusive.

Councillor Venworth will arrange a site visit with himself, the Clerk, Councillor Atterwill and a representative from Jupiter Play to obtain further ideas on how Gooseberry Hill can be improved.

e. Swanton Morley Common Lands

Nothing to report

f. Streetlights

Nothing to report

g. Village paths (Rights of Way)

It was reported that there are motorbikes who are using Harkers Lane to access Manns Lane.

- i. To receive an update on the surfacing required on Harkers Lane near the school

Councillor Atterwill reported that there had been a quotation received from a contractor to repair the surfacing on Harkers Lane.

He has spoken to the owner of the properties and the tenants of the property.

It was agreed that the Parish Council would write to Norfolk County Council to report the issue and ask for repair work to be carried out.

h. Noticeboards

Nothing to report

8. Highways

a. To receive an update on the Highway defect report sheet

The Clerk shared the highway schedule on the screen with a colour key to identify the updates for each defect

This is a rolling document and will be updated on a regular basis until the work is completed.

Councillor Atterwill then reported that he had been on a site visit with Norfolk County Council highways on the S bends coming into the Village.

Surfacing work has been scheduled in.

During the Summer, BT will be coming back to site to repair it from the work that they carried out

Drainage was identified as an issue that needs addressing

b. To receive reports of Highways faults / matters for attention

It was agreed that a letter needs to be sent to the Landowner on Woodgate regarding the ditch.

There is also a layland hedge that needs cutting back

Councillor Atterwill reported that the parish Partnership application to install a new VAS on the bend near the church was successful.

c. To receive an update on the Community Speedwatch

The Clerk has been sending out dates for availability in order to carry out twelve sessions per year

i) To receive the SAM sign data

The Clerk reported the 85th percentile speed at the end of ward Crescent heading to Robertson Barracks was reported to be average of 32.8 miles per hour, the maximum speed was recorded at 7.45am at 70mph.

It was reported that on Manns Lane towards the school was an average of 32.7 mile per hour and the maximum speed recorded was 65mph and 6.55am.

d. To receive an update concerning the flooding report for Woodgate

The Clerk has been chasing the Flood Management Team for the action plan following the CCTV survey of all ditches.

This issue has been shared with MP George Freeman for assistance.

e. To receive an update on the work required to the trees on Ainsworth Close

The Clerk met with a contractor to look at the trees however they are unable to go higher than 4m so the contractor has provided an alternative company to contact

9. To agree the date of the Annual Parish Meeting to be on 22nd April 2024

It was agreed that the Annual Parish Meeting would be held on Monday 29th April 2024

10. Correspondence (For Exchange of Information Only)

Councillor Atterwill shared correspondence with MP George Freeman

The Clerk will circulate the letter to Councillors

The meeting was then suspended for further time allocated to the public

A member of the public reported that he had completed the pipework at the Churchyard and that he had been advised that as it is a burial ground there will be a special pipe required when it comes to laying the pipe for the water supply.

The drainage outside the shop needs to be escalated

A member of the public had seen in the newspaper a report of up to 10 lorries per week 14ft x 6ft wide potentially being on the road over the next month.

Councillor Atterwill reported that they shouldn't be coming through Swanton Morley as they cannot get over the bridges

11. Any Item to be Reported for the Next Agenda

Tree work required

Update from Norfolk County Council highways

Neighbourhood Plan review

12. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 8th April 2024 at Swanton Morley Village Hall at 7.30pm.

All agreed

13. To receive a proposal to close the meeting to the press and public for item 14, for the reason that the content of discussion relates to correspondence from a parishioner (permitted under Section 1 para 2 of the public bodies (Admission to Meeting Act 1960)).

Councillor Atterwill proposed that the meeting is closed seconded by Councillor O'Dowd and carried

14. To review the status of correspondence from a Parishioner

The meeting closed at

Approved by _____

Signed _____

Date _____