

MEETING OF SWANTON MORLEY PARISH COUNCIL

MEETING MINUTES

Monday 10th June 2024 AT 7.30PM

SWANTON MORLEY VILLAGE HALL

Councillors Present: Mr R. Atterwill (Chairman), Mr J. Venworth, Mr D. Turner, Mrs A Walker-Fraser, Mr J Phillips, Mr S Gauntlett and Mr J Rodrigues

Also in attendance: Mrs Pickard (Clerk) and 2 members of the public

Matters Raised Under Time Allocated to the Public

A member of the public raised the concern with the verges on Pyes Lane, it was felt that it was the worst cut he had seen.

This had been reported to Norfolk County Council.

Councillor Atterwill responded that Swanton Morley are not the only village that this has happened in, it would be the contractor Norse who have contracted it out to Norse. This will be expressed to the Highway Engineer.

The Parish Council contractor will be in the village shortly to carry out the verge cutting that the Parish Council appoint them to do.

There was no County Councillor Present

District Council report

Councillor Atterwill reported that the Local Plan is in the 6 week consultation, there are public events being held in Dereham.

There have been limited meetings at Breckland Council.

Breckland Council have a new skills strategy, the data set on the level of qualifications for school leavers in Breckland is quite poor and a low wage economy in rural Norfolk.

Breckland Council are working with Norfolk County Council and DWP and have put forward a skills strategy using £695,000 of the rural prosperity fund to work with employers and schools to improve the skill level.

Councillor Atterwill expressed that it is good having the improved skills however there needs to be employment opportunities to go with them.

The Meeting Went into Session

1. To Accept Apologies for Absence

Apologies were received from Councillor O'Dowd & District Councillor Duffield, accepted by Council

2. To Co-Opt a Parish Councillor

The Clerk had circulated an application from Mr B Powter ahead of the meeting for consideration.

Financial Year 2024/2025

Councillor Venworth proposed that Mr Powter is Co-Opt onto the Parish Council seconded by Councillor Rodrigues and carried

Mr Powter then signed the Declaration of Acceptance of Office and took his seat.

3. To Receive Declarations of Interest

Councillor Powter, Councillor Venworth and Councillor Turner declared an interest in item 9c
Councillor Atterwill declared an interest in item

4. Minutes from the Annual Parish Council Meeting of 13th May 2024 to be accepted, initialled, and signed.

Councillor Venworth proposed that the minutes are accepted and signed seconded by Councillor Rodrigues and carried.

Councillor Powter abstained

5. Matters arising from Minutes of 13th May 2024 (For Exchange of Information Only)

None were raised

6. Finance

a. Accounts to approve for payment

Payee	Detail	Payment type	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 2	Bacs	£3621.57	
BT	Telephone line	Direct debit	£133.50	£3.65
N Power	Streetlight electricity	Direct debit	£243.99	
S2 Computers	IT Support	Direct debit	£184.49	£30.75
CMR Fencing	Posts on Davidson Park	BACS	£490.00	
Robin Goreham	Internal Audit	BACS	£80.00	
Sonny's Garden Services	Village Green Trees	BACS	£112.36	
Top Garden Services	March/April Grass Cutting	BACS	£2803.52	£467.26
Breckland Council	Dog Fouling Signs	BACS	£705.00	
	TOTAL		£8374.43	£501.66

Councillor Turner proposed that the payments are made seconded by Councillor Gauntlett and carried

Councillor Atterwill left the room and Councillor Turner took the Chair

b. Payments to approve for members with a pecuniary interest

Payee	Detail	Total £
Roger Atterwill	Plants & Compost	£42.73
	Total	£42.73

Councillor Venworth proposed that the payment is made seconded by Councillor Gauntlett and carried

Financial Year 2024/2025

c. Income to be reported

Income Received from	Details	Amount
H Brett & Son	Burial fees	£150.00
	Total	£150.00

7. Annual Accounts

a. To consider the Internal Audit report and consider any actions necessary

The Clerk had circulated the document ahead of the meeting.

Councillors agreed this report is pleasing and accepted.

b. To agree the Annual Statement of Governance

Councillor Atterwill read out each statement for councillors to agree.

Councillor Venworth proposed that the document is accepted and signed seconded by Councillor Turner and carried

Councillor Atterwill signed the document

c. To agree the 2023/2024 Parish Council Accounts

The Clerk had circulated the document ahead of the meeting.

Councillor Gauntlett proposed that the document is accepted and signed seconded by Councillor Rodrigues and carried

Councillor Atterwill signed the document

d. To set the period of 30 days for the 'Exercise of Public Rights'

The Clerk had circulated dates ahead of the meeting for consideration.

Councillor Turner proposed that the period for electors to exercise the public rights will be from Monday 17th June 2024 – Friday 26th July 2024 seconded by Councillor Rodrigues and carried

8. Land and Planning

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

None received

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

3DC/2024/0078/DOC - Swanton Morley Residential Allocation 1, Rectory Road, NR20 4GU

Discharge of Condition 9 on 3PL/2018/1246/F (Discharge Conditions

DOC – COMPLETE

3DC/2024/0085/DOC - SWANTON MORLEY Land Off Primrose Hill - Discharge of Condition Nos 7 & 9 on 3PL/2023/0051/VAR (Discharge Conditions)

DOC - COMPLETE

c. To receive an update on Breckland Council's Local Plan review

Councillor Atterwill reported that review began on Monday running until 15th July.

The Clerk had sent the link to the Commonplace website for the documents and links to the review.

As agreed at the May meeting, Councillor Atterwill has instructed the Parish Council Consultant to carry out the review of the local plan and this will be received the week before the July Parish Council meeting for consideration.

The Parish Council can then consider the response to the Local Plan review and submit this before the deadline.

Councillor Atterwill raised Robertson Barracks. In the Local Plan documents, Breckland Council have taken a cautious approach to the barracks. Breckland Council have now set up a project team specifically for the site who are actively seeking information from strategy consultees such as utility companies and highways. When the team have completed and produced the work Breckland Council will then make an assessment on what development could take place.

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

a. Churchyard at All Saints' Church

Councillor Phillips reported that he has walked the site and there is nothing of any concern to report.

b. Swanton Morley Burial Ground

Councillor Phillips reported that he has been on site and redone the footpaths and has cut back the overgrown vegetation at the bottom of the fence line.

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

The Draft wayleave has been returned with amendments. This has now been confirmed with the Solicitor.

The Clerk has been in contact with Anglian Water and the contractor for an up to date quotation to have the water supply installed.

The original quotation from the Contractor was £2425 and the revised quotation is £2568.11.

The original quotation from Anglian Water for the supply was £

The original quotation from Anglian water was £1216.80 and the revised quotation is £2910.02

Councillor Atterwill proposed that the revised quotation from the grounds contractor to lay the specialised pipe is accepted for £2568.11 seconded by Councillor Venworth and carried.

Councillor Walker-Fraser proposed in principle the revised quotation from Anglian Water of £2910.02 seconded by Councillor Turner and carried

When the Clerk receives full breakdown of costs for the legal fees and water supply this information will be circulated.

c. Swanton Morley Allotments

Councillor Turner reported that he and the Clerk had carried out a site survey and there is correspondence being sent to some of the tenants.

There are some broken fence posts that need to be replaced and the clerk will obtain a quotation.

It was also reported that there are two and a half plots available and the Clerk is contacting the residents that are on the waiting list.

A tenant has approached Councillor Atterwill regarding the rabbits on site, this is largely due to the gate being left open.

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

The Clerk had circulated the inspection reports ahead of the meeting.

Councillor Venworth reported that he has started the process of the funding for the additional swings.

The grant provider are getting a lot of applications for funding that they are now restricting how many applications they will consider.

Councillor Venworth is looking to have the application ready for consideration for their September meeting.

The posts have been replaced on Davidson Park

e. Swanton Morley Common Lands

The Clerk had circulated the inspection report ahead of the meeting

On Burgh Common the grass and nettles are over growing the boardwalks.

There is a large tree branch that has fallen in the water but the Environment Agency will not give permission to remove it.

The condition of the water edge is satisfactory at the moment but there is a recommendation to ask the contractor who carried out the work previously to return to site to tidy up the edges again in the Autumn.

The grass on Mill Common is ok however the pedestrian access is poor and requires a working party to cut it back.

There is also a requirement for a "Beware Cattle Grazing" sign for the gate.

Councillor Atterwill was unable to access Little Common and will inspect the site during the winter months

f. Streetlights

Nothing to report

g. Village paths (Rights of Way)

The Clerk had circulated the inspection report ahead of the meeting. Nothing further to report.

h. Noticeboards

Councillor Gauntlett reported that the noticeboards have been updated and there are no maintenance issues to report

10. Highways

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

The Clerk reported that the Norfolk County Council faults portal is undergoing some maintenance therefore the portal and update of repairs is not available. The Clerk is having to wait for updated emails.

The Clerk has chased the manhole cover on Gray Drive.

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

Large pothole outside the Barracks

Large pothole on Rectory Road

Potholes on Hoe Road East

The Clerk is to email Councillor Atterwill to explain the issues with the portal to raise with a representative for Norfolk County Council

The hedging on the S bends is being cut back by the Parish Council contractor

The hedging on the corner at the bottom of Town Street needs to be addressed with the home owners as this is now pushing buses and larger vehicles onto the opposite side of the road.

The Clerk will contact the homeowner.

The Clerk will invite the Highway Engineer to the village to discuss some of the issues

Water is running constantly down Woodgate Road, it is coming off of the ditch

The hedge on Woodgate Road needs cutting back. This will not be carried out until September due to the hedgerow regulations

The kerbing outside the shop on the traffic island has been damaged by larger vehicles.

The 'no entry' signage is being ignored as it is advisory.

c. To receive an update on the Community Speedwatch

Councillor Turner reported that the sessions are on hold as the speed gun is not working. The Clerk has reported this to Norfolk Constabulary and is awaiting further instruction.

There is a Norfolk and Suffolk Speedwatch conference being held at the Village Hall on 17th June.

If there are specific concerns about the Speedwatch scheme, Councillor Atterwill can address this with the Police Crime Commissioner who is a Breckland Councillor.

Councillor Turner has also received an email from Damian Wickes who is the new Beat Manager for this area, he would like to know when the Speedwatch sessions are running to offer support.

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

The Clerk is still awaiting the highway boundary maps.

Councillor Venworth reported that the Water Management team were seeking permission from the landowners to survey the ditches.

The Clerk is to write to the landowner for two reasons, to report that the water is not going to the pipe and even if it did get to the ditch, it will not go anywhere as the ditch is blocked and that Norfolk County Council need permission to survey the ditch.

11. To discuss the Vattenfall Surgery being held on Friday 14th June at Swanton Morley Village Hall

The Clerk reported that there has been correspondence from the representative for RWE concerning a community surgery to answer any queries and concerns from the public and receive a time frame and update on the project.

“RWE are developing the Norfolk Offshore Wind Cluster, over 30 miles from the Norfolk coast. Currently underway is the onshore construction of a 60km underground cable route, to connect all this power to the National Grid.

As this cable route passes through Swanton Morley and with more works upcoming, RWE and delivery partners Murphy wish to provide updates to the community as to what they can expect from these works, where and when.

This is going to take place on Friday 14th June and representatives from RWE and Murphy's will be at Swanton Morley Village Hall to carry out a surgery and provide updates on the following items:

The transition of ownership from Vattenfall to RWE, what has this meant?

Overall construction and timelines.

Construction in the Swanton Morley area.

Open for Q&A”

12. Correspondence (For Exchange of Information Only)

The Clerk wanted thanks placed on record for the assistance from Councillors and Volunteers for the D-Day event.

Meeting to Be Suspended for Further Time Allocated to the Public

A member of the public raised the discussion concerning the land registration of the Burial Ground and noted that it was not compulsory at the time.

13. Any item to be reported for the next agenda

Receive the draft Annual Parish Meeting minutes

Water supply

Parish Council response to the Local plan

Neighbourhood Plan

14. To Confirm the Date & Time of the Annual Meeting of the Parish Council to be held on Monday 8th July 2024 at 7.30pm

The meeting closed at 8.48pm

Approved by _____

Signed _____

Date _____