

MEETING OF SWANTON MORLEY PARISH COUNCIL

MEETING MINUTES

Monday 10th February 2025 AT 7.30PM

SWANTON MORLEY VILLAGE HALL

Councillors Present: Mr R Atterwill (Chairman), Mrs B O'Dowd (Vice Chair), Mr J. Venworth, Mr S Gauntlett, Mrs A Walker-Fraser, Mr B Powter, and Mr J Phillips, Mr J Rodrigues and Mr D Turner

Also in attendance: Mrs Pickard (Clerk) 4 representatives from Castlemeadow Care and 8 members of the public

Time Allocated to The Project Manager for Castlemeadow Care

The meeting began with a presentation from Castlemeadow Care concerning the planning application for 36 assisted living bungalows. A short slide show was presented, and the floor was opened up for any questions. Some of the questions were relating to the issues with drainage and flooding.

A member of the public also asked if there was an intention to build a bus stop within the site. It was confirmed that there will not be.

Another member of the public asked how close to the road the properties were and if there was an option to move them back?

The Project Manager offered to meet the member of the public to look at a number of concerns.

Another member of the public raised the concern of flooding on Woodgate and if there was any mitigation plan or improvements of the situation for residents?

Councillor Atterwill discussed the design of the properties having a softer front and the removal of the low level walls, he had concerns on visibility for the new entrance and raised the concern that the development is still outside of the settlement boundary.

Another member of the public asked if there was a S106 agreement considered for the Parish Council?

Matters Raised Under Time Allocated to the Public

A member of the public asked if the legal ownership and responsibility of the sink hole on Davidson park been established?

Mr Atterwill responded that this had not been established.

Another member of the public asked if it had been established what has caused the sink hole?

Mr Atterwill reported that himself and the Clerk had been in touch with Hopkins Homes who had the suggested contacting the original contractor. Mr Atterwill has been informed that the Director is currently out of the office until Tuesday 11th February.

Mr Atterwill explained the drainage system that leads to the soakaway.

It is currently unclear if it is a design fault or to do with the materials used.

The drainage company has confirmed that the soakaway will still run the water away.

The Parish Council are just waiting for when the Director returns to the office to establish the next steps.

Financial Year 2024/2025

A member of the public reported that when they purchased the property, they were provided with NHBC warranties with them and asked if the Parish Council had received anything?

Mr Atterwill responded that they had not.

Another member of the public noted that the open space is the responsibility of the Parish Council however the driveway leading to 3 properties is not. The sink hole has caused some damage to this and asked what the Parish Council are going to do to resolve this?

Mr Atterwill responded that this has also been raised with the drainage company.

The member of the public stated that the Parish Council open space has caused the damage to the driveway. Mr Atterwill responded that it is the drainage that has caused the damage.

A member of the public asked if the drainage that was installed was sufficient. Mr Atterwill confirmed that this is part of the investigation.

The member of the public asked if the Parish Council have it covered on the insurance. Mr Atterwill responded that this is all part of the investigation.

Another member of the public asked about the payment being made to Abzag for the Neighbourhood Plan consultancy as there was also a payment made in December, the Clerk responded that these invoices relate to the different stages of the Neighbourhood plan review.

The Parish Council had previously agreed the terms of contract with the Consultant and this detailed the invoices and timeframe.

The member of the public also asked what the payment for the District Valuer was for? Mr Atterwill responded that the Parish Council had asked them to value some portions of land in the within the parish. These parcels of land are owned by Breckland Council.

Breckland Council have Breckland Bridge, where they have various parcels of land in the District which they can offer to Parish Councils and developers. It was prudent of the Parish Council to get an independent valuation carried out should they be approached to purchase some of the land.

County Councillor report:

County Councillor Borrett was not in attendance however his report is available on the Parish Council website.

District Council report

District Councillor Atterwill reported that Breckland Council's element of council tax is going up by £4.95 for the year.

Breckland Council's boundary review is still ongoing.

Devolution deal is to come up with proposals for possible structures of Councils in Norfolk.

It is possible that Breckland may join with Kings Lynn and West Norfolk.

Norfolk County Council currently have a large debt and any unitary authorities do not want to start off having to share the debt.

Councillor Atterwill has been asked to attend a meeting with the Leader and Officers concerning Breckland Council's Local Plan on 20th February to discuss the restart of the Local Plan review and what is proposed for Swanton Morley.

The proposed car parking charges have now been paused.

Councillor Atterwill has been working with Breckland Council and other local villages to try and simplify the community car scheme.

It was noted by Councillor Atterwill that DVLA do not require a mandatory medical check so this has been accepted by Breckland Council and all that is required to become a volunteer is a DBS check.

The Meeting Went into Session

1. To Accept Apologies for Absence

County Councillor Bill Borrett

2. To Receive Declarations of Interest

Councillor Venworth declared an interest in item 7b, Councillor Powter declared an interested in item 9c and Councillor Turner declared an interest in item 9c and 8a.

3. Minutes from the Parish Council Meeting of 9th December 2024 to be accepted, initialled, and signed.

Councillor Venworth proposed that the minutes are accepted and signed seconded by Councillor Gauntlett and carried. Councillor Turner abstained.

4. Matters arising from Minutes of 9th December 2024 (For Exchange of Information Only)

None were raised

5. Minutes from the Budget Meeting held on Monday 20th January 2025 to be accepted, initialled and signed.

Councillor Venworth proposed that the minutes are accepted and signed seconded by Councillor Powter and carried. Councillor Turner abstained.

6. Matters arising from the Minutes of the Budget meeting held on 20th January 2025 (For Exchange of information Only)

None were raised

7. Finance

a. Accounts to approve for payment

Payee – January 2025	Detail	Payment type	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 9	Bacs	£3692.92	
BT	Telephone line	Direct debit	£148.30	£23.83
N Power	Streetlight electricity	Direct debit	£265.64	£10.65
Abzag	Consultation fee	BACS	£1911.60	£318.60
The Play Inspection Company	RoSPA	BACS	£474.00	£79.00
Broadscape	Burgh Common clearance	BACS	£336.00	£56.00
		Total	£5911.51	£488.08

Payee – February 2025	Detail	Payment type	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 10	Bacs	£3692.92	
BT	Telephone line	Direct debit	£142.41	£23.83
N Power	Streetlight electricity	Direct debit	£223.70	£10.65
S2 Computers	IT Support	Direct debit	£34.34	£3.45
John Bernard	Allotment	BACS	£50.00	

Financial Year 2024/2025

Valuation Office	District Valuer	BACS	£1800.86	£300.14
Stock Signs	Signage	BACS	£236.64	£39.43
Allotment holder	Refund	BACS	£50.00	
Wave	Water bill	BACS	£86.18	
Dereham Taxi	Medical Travel	BACS	£186.00	
	TOTAL		£5585.83	£377.50

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

Councillor Venworth left the room

b. Payments to approve for members with a pecuniary interest

Payee – February 2025	Detail	Payment type	Total Amount Payable
Mr J Venworth	Allotment refund	Bacs	£50.00
		Total	£50.00

Councillor Turner proposed that the payment is made seconded by Councillor Rodrigues and carried

Councillor Venworth re-entered the room

c. Income to be reported

Income Received – December 2024	Details	Amount
Swanton Morley Village Hall	Grass cutting	£297.50
Allotment fee	Tenant	£112.20
Barclays	Bank Interest	£6.07
Norwich Freemens Society	Grant funding	£11,000
Barclays Savings	Bank Interest	£145.90
Rural Payments Agency	Countryside Stewardship	£3743.26
	Total	£15,304.93

Income Received – January 2025	Details	Amount
Tenancy	Allotments	£1215.50
Swanton Morley Village Hall	Grass cutting	£297.50
	Total	£1513.00

8. Land and Planning

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

3PL/2019/0513/F - Erection of 36 assisted living bungalows (Use Class C2) and community hall –

Land adjacent Lincoln House Dereham Road Swanton Morley NR20 4LT

Following the presentation at the beginning of the meeting it was felt that although the Project Manager had addressed some aspects of the letter dated October 2020, the fundamental points in the letter are still relevant.

Councillor Venworth proposed that the Parish Council object to the planning application on the basis of the letter dated October 2020 seconded by Councillor Powter and carried.

Councillor Turner abstained.

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

None received

c. To receive an update on the Neighbourhood Plan review

Financial Year 2024/2025

Councillor Atterwill reported that the review is still ongoing. There was a meeting to form a Steering group held in January and the next meeting is taking place on Wednesday 12th February.

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

a. Churchyard at All Saints' Church

The Churchyard is in good order.

b. Swanton Morley Burial Ground

Councillor Atterwill updated that the bonfire and clearing of the debris is now complete. There are some mole hills so the clerk will contact the mole man to attend site.

The moss on the footpath needs clearing. The Clerk will contact the contractor.

Thanks were placed on record to Councillor Phillips, Councillor Powter, Councillor Venworth and Mr Marsham for the work carried out.

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

The Clerk reported that following the site inspection by Anglian Water, it was identified that an additional chamber had not been installed as per the specification. The Parish Council contractor has ordered the materials and is coming back to site to install this in order to complete the work

c. Swanton Morley Allotments

Councillor Turner reported that one and half plots on the site have new tenants and there are still three half plots available. These will be advertised.

The Clerk and Councillor Turner will be carryout out a site visit over the next few weeks to report any further information

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

Councillor Venworth reported that the RoSPA inspection had taken place and is a 156 page report. This will be broken down into a work schedule.

There are mole hills in Gooseberry Hill near the swings.

Thanks were placed on record to Mr LeNeve for cutting back the trees along the back of the Village Green.

The picnic bench on the Village Green needs the brackets fixing.

e. Swanton Morley Common Lands

Councillor Atterwill reported that Burgh Common is now clear and an inspection is taking place with the Clerk on Mill Common.

f. Streetlights

Councillor Venworth reported that the vegetation has been cut back from some of the columns, with thanks to Councillor Powter for his assistance.

g. Village paths (Rights of Way)

Councillor Walker-Fraser reported that there are no changes and all paths are clear and accessible.

Mr Atterwill also reported that the footpath on Harkers Lane to the entrance of Swanton Vale requires some remedial work with type 1 crushed concrete.

The potholes outside the cottages still need to be repaired through the Norfolk Trails team.

h. Noticeboards

Councillor Gauntlett reported that the noticeboards are all clean and up to date. Information has been included in the information telephone box on Town Street.

10. Highways

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

Thomspon Close requires a site visit with the Highway Engineer following work carried out to the footpaths.

Pothole on Woodgate

Manhole cover on Gooseberry Hill

Financial Year 2024/2025

Pothole on Rectory Road

Entrance splays to the entrance of the Burial ground

Town Street leylandii hedge obstructing the road sign causing issues for the buses

Woodgate hedge

Walpole lorries on Hoe Road North

Ainsworth close trees require a working party

b. To receive an update on the Community Speedwatch

Councillor Turner reported that the sessions are still ongoing and new volunteers are always welcome to increase the presence in the Village

c. To discuss a Swanton Morley Community Neighbourhood watch

Councillor Gauntlett reported that the Neighbourhood Watch is ongoing and he has continued contact with a resident who is suffering from antisocial behaviour.

It was suggested that the infrared camera owned by the Parish Council could be utilised

d. To receive an update on the flooding survey for Woodgate

The information concerning a multi agency meeting has been forwarded to the Water Management Team and the Clerk is awaiting an update

i) To receive a report on the Inland Flood and Drought Summit

Councillor Venworth reported that he had attended the online inland flood and drought summit

There was a panel of experts online with lots of experience in flooding

Each gave presentations and were available to answer questions

George Freeman provided information on his Flooding Bill which is going through parliament

Peter Glass from Netherlands gave a presentation on living and working on low life land.

What Councillor Venworth took away from the session was that landowners, homeowners, County Councils and Water Authorities should be working together to overcome the challenges in the villages.

A piece will be included in the next edition of the Mardler

e. To receive a report on the sink hole on Davidson Park and agree any actions necessary

Councillor Atterwill proposed that the item is moved to the closed session seconded by Councillor Turner and carried

11. To consider the boundary commission recommendations for new Breckland Council Wards

Councillor Atterwill reported that Breckland council had proposed as possible solution for the Ward for Swanton Morley to be with Bylaugh and Elsing, the Boundary Commission have removed Bylaugh and included Hoe and Worthing.

12. Correspondence (For Exchange of Information Only)

Meeting to Be Suspended for Further Time Allocated to the Public

A member of the public asked why the development discussed earlier in the meeting does not make a S106 contribution.

13. Any item to be reported for the next agenda

Update on the water supply

Date of APM

Appoint and Internal Auditor

14. To Confirm the Date & Time of the Meeting of the Parish Council to be held on Monday 10th March 2025 at 7.30pm

15. To receive a receive a proposal to close the meeting to the press and public for item 16 & 17, for the reason that the content of discussion relates to Asset correspondence and Parishioner correspondence (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 Turner and carried

16. Asset correspondence

Councillor Atterwill reported on the Land Valuation

17. Parishioner correspondence

A Freedom of Information request was discussed and actions were agreed

The sink hole on Davidson Park was discussed further to include advice received and delegated authority was agreed to the Clerk and Chairman to confirm the scheme of works required

Approved by _____

Signed _____

Date _____