

SOUTH CREAKER PARISH COUNCIL

Minutes of the Parish Council meeting of South Creake Parish Council held virtually via Zoom on Wednesday 7th April, 2021, at 7.30pm.

Present: Councillors, S Freakley (Chair), P Abbey, T Allen, R Chantree, P Collins, L Goodall, B Rosen, the Clerk, Sarah Harvey, Borough Councillor C Morley and three parishioners.

1. The Chair welcomed all those present to the meeting.
2. Apologies
Apologies for absence were received from Councillor B Sexton.
3. Declarations of Interest on Agenda Items
Councillor S Freakley declared a non-pecuniary interest in agenda item 16a Allotments.
4. Parishioner's Participation
A parishioner commented on the recent work that had been undertaken at the Southgate Road and Leicester Road junction.
5. Minutes
It was resolved that the minutes of the Parish Council Meeting held on Monday 1st March, 2021, be approved and signed by the Chairman.
6. Matters Arising from the Minutes for Information Only
The Clerk advised that the application form to add the restricted byway from Leicester Road to London Lane had been submitted to Norfolk County Council to request that a modification be made to the Definitive Map and Statement of Public Rights of Way for the County of Norfolk. Following contact with Norfolk County Council, the Clerk advised that Highways were aware of the issue with the 'grips' along Southgate Road and that the contractors had stopped working on these as of 9th March. It was noted that a different form of grip cutting would be commencing in South Creake and would be monitored.
7. Flooding/Anglian Water
Councillors S Freakley reported that she continued to communicate with James Wild MP on the issue. It was noted that James Wild MP would continue to help keep up the pressure on Anglian Water in respect of investigations in South Creake. James Wild MP had also confirmed that Anglian Water had stated that it was their intention to carry out a catchment survey of the sewers in villages affected by the recent flooding in North Norfolk, as soon as levels had subsided enough for this to be carried out. The Environment Agency had also advised that they would expect Anglian Water to camera the network to identify and stop any sources of inundations. It was expected that further feedback would be received from Anglian Water and the Environment Agency by June.
8. Holkham Estate
Councillor S Freakley noted that a housing needs survey had been delivered by housing research partners 'Housing Vision' in collaboration with survey specialists 'Qa Research' on behalf of Holkham Estate. A confidential survey had been circulated to all parishioners and to other local parishes in order to identify the needs of local residents. Councillor S Freakley raised concerns regarding the pressure future development would have on the current infrastructure, in particular the drainage system within the village. Borough Councillor C Morley advised that the Local Plan had not been finalised and suggested writing to Borough Councillor Richard Blunt (Cabinet Member for Development, BCKLWN) regarding the issues being experienced in South Creake, and to ask whether a moratorium could be placed on future development, until such time the pressure on the infrastructure was addressed.

9. Open Spaces

- a. **Football Club** – Mr M Adcock, Secretary, Football Club, was not present in order to update the Parish Council.
- b. **Boundary between Burnside, Back Lane and Playing Field** – it was noted that Councillors S Freakley, P Abbey and L Goodall had held a site meeting with the property owners of Burnside, Back Lane to establish a boundary line. Prior to the Council meeting information regarding the site meeting and two maps showing, the approximate boundary line of Burnside and the area of garden currently rented from the Parish Council and the proposed approximate like for like land swap between the Parish Council and the owners of Burnside had been circulated to Councillors. Following a request from the property owners that the Parish Council consider selling the land rented by Burnside, it was proposed and unanimously agreed that the land should not be sold. It was proposed and agreed that two proposals should be presented to the property owners.
 - a) That the present boundary line be retained, and the land formally registered with the Land Registry. The property owners would continue to pay an annual rent to use as a garden area. The Parish Council would pay for and be responsible for registering the land.
 - b) There was a like for like land swap. The new boundary would be registered and as at present the property owners would pay an annual rent for use of the land at the rear of their property. Legal costs and Land Registry costs would be split between the Parish Council and property owners.

It was proposed and agreed that an annual rental agreement should be drafted. It was agreed that the Clerk would obtain advice/costs through the Norfolk ALC and/or NPTS regarding how to proceed.

- c. **Christmas Lighting for 2021** – it was considered and agreed that this item would be deferred until the May meeting.
- d. **Play Area/Outdoor Gym** – Councillor S Freakley thanked Councillor R Chantree for erecting the temporary fencing to keep the Play Area closed. Councillor P Abbey reported that the Play Area was still saturated. It was therefore agreed that it should be kept closed and the decision reviewed at the May meeting.

10. Parish Council Website

- a. The Clerk advised that she had undertaken the training for the new website with Steve Jackman and was now able to manage the content of the website going forward. The Clerk advised that following her training the new website had had further content added to it and that it would further develop as more information was added. The Clerk added that she would be grateful to receive further input and content for the website from Councillors/parishioners going forward. It was noted that the website would be submitted to Google for indexing within the next week and would gradually start to appear in search results.

11. Correspondence

The following correspondence had been received and the contents noted.

- a. **Emails from Parishioners, Concerns regarding work to Southgate Road/Leicester Road junction** – it was noted that residents' concerns had been directed to a Highways and a site meeting had been arranged to take place on Tuesday 20th April, to include representatives from Highways, Parish Council, Lynnwood Growers and residents.
- b. **Email from Parishioner, Speeding along B1355** – the Clerk reported that the residents had been advised of the upcoming Speed Limit Review and potential changes being made to the speed limit along Burnham Road.
- c. Correspondence received since 30th March, 2021; there had been none received.

12. Highway Matters

- a. The Clerk advised that the issue of water along Avondale Road had been reported to Highways. Highways had confirmed that it was resulting from an underground natural spring and would rectify itself as ground water levels reduced.

- b. **Site Meeting to discuss concerns following work carried out at Southgate Road/Leicester Road junction** – details of a site meeting had been received from Highways and circulated to Councillors prior to the meeting. Highways had asked that representatives from the Parish Council attend the meeting. It was noted that both the Chair, Sara Freakley and Vice-Chair, Tim Allen would represent the Council.
 - c. **Speed reduction through the village and B1355** – Councillor S Freakley reported that Norfolk County Council had agreed to undertake a review of the speed limits with a view to rationalising these and reducing the number of speed limit changes. It was noted that there would be no cost for the review, but that this would then determine a cost estimate for any proposed changes. County Councillor A Jamieson suggested that there may be different funding options to pay for any suggested changes i.e., via the Local Member Fund and/or Parish Partnership Scheme. Councillor S Freakley thanked County Councillor A Jamieson for his continued help.
 - d. **Stopping Up Order on Roman Road, South Creake** – noted.
13. Footway Lighting
- a. There were no issues reported.
14. Finance
- a. Accounts for payment under the Late Payments Interest Act 1998: there were none declared.
 - b. Accounts for payment: It was resolved that the following accounts should be paid.
 - 101731 – Norfolk Parish Training & Support (Annual Subscription) - £165.08
 - 101732 – Norfolk ALC (Annual Subscription) - £137.51
 - 101733 – CPRE (Annual Membership) - £36.00
 - 101734 – Environment Agency (General Drainage Charges) - £27.22
 - 101735 – Clerk’s Expenses (1st Feb to 5th Apr), Annual Working from Home Allowance, Hosting Fee for southcreakepc.info - £351.29
 - c. Finance received during February: it was noted that no finance had been received.
 - d. Financial Statement: The financial statement for February 2021, was considered, approved, and signed by the Chairman.
 - e. **Norfolk Accident Rescue Service** – it was agreed to make a donation on behalf of the Parish of £50.
 - f. **Internal Audit** - It was AGREED that Roger Canwell should be appointed to audit the accounts for the financial year 2020/21, at a cost of £30.00. The Clerk would correspond confirming his appointment and to arrange a suitable date prior to the 30th May, 2021, for the audit to be undertaken.
 - g. **Quotation, Good Energy for electrical supply to street lighting** – it was agreed to carry this forward to the May meeting.
15. Planning Matters
- a. It was resolved that the following planning applications be recommended for;
APPROVAL - 21/00363/F - Proposed loft conversion & alterations at The May Tree 9 Meadow Rise.
APPROVAL - 21/00385/F - Rear extension at The Old Stables 101 Burnham Road.
 - b. **Applications approved** – it was noted that the following applications had been approved/refused.
APPROVAL - 21/00052/F - Extension to rear of dwelling at 32 Front Street.
 - c. Enforcement Notice 19/00536/UNAUTU - Horseshoe Farm Actons Engineering Roman Road – noted.
16. Allotment Matters
- a. **Request to rent the rear corner of Back Street allotments for an allotment wildlife orchard** – it was noted that a request had been received from three parishioners to manage vacant allotments 20 -23 as a wildlife orchard at Back Street. It was considered that the area in question had remained redundant and that this would make good use of the area. It was agreed a tenancy agreement would be forwarded to the parishioners.

- b. **Matters for information only** – Councillor S Freakley suggested a clean up day at Back Street allotments should be arranged and that a skip would potentially be required for the rubbish. Councillor S Freakley would circulate some dates for a working party to convene. It was agreed that 2 x A4 signs at a cost of £12.62 (exVAT) should be purchased for the Back Street allotment site, stating ‘Allotment Holders Only’.

17. Parishioner’s Participation

A parishioner commented that following the work to the junction at Southgate Road and Leicester Road it had been suggested that the verge would be grassed over. The parishioner questioned when this was likely to happen.

A parishioner commented that he was happy about the potential reduction in speed limit along Burnham Road and that he would be happy to help with fund raising events if required. The parishioner went on to comment that he was disappointed that Anglian Water were using the River Burn as a sewer outfall. He had concerns that the River Burn, that flowed through his property, was not clean water and how long the pollution of the river was going to continue.

A parishioner commented that he was delighted that the speed limit along Burnham Road was going to potentially be reduced. The same parishioner commented on the work that had taken place at the junction with Southgate Road and Leicester Road, stating that he didn’t know why the verge had been removed and that it wasn’t due to drainage. He also commented that the size and numbers of agricultural vehicles were not appropriate for the narrow roadways leading to Swimmers Barn.

18. It was noted that the Annual Parish Council Meeting date was subject to change. The Clerk explained that a legal application had been made by Hertfordshire County Council, and others, for a declaration that meeting virtually would remain lawful after 6th May, 2021, when current legislation expired. This was expected to be determined before the end of April. If the High Court case was unsuccessful, it was likely meetings would be scheduled for the week beginning Monday 17th May, when Village Halls were permitted to reopen.
19. It was noted that the Annual Parish Meeting would be held on the same date as the Annual Parish Council Meeting and the meetings would run concurrently.

With no other business the Chairman closed the meeting at 9.00 pm.

..... Chairman, 19th May, 2021

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL