



MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

Held virtually on Tuesday 3rd November 2020 at 7.00pm

Parish councillors present:

Cllr H Buxton (Chair)

Cllr A Buxton

Cllr N Coleman

Cllr C Phillipo

Cllr J Pond

Cllr. S Bland (7.09pm)

Clerk: Mrs S Martin

Members of the public present - 5

1. **ATTENDANCE** - All Councillors present.
2. **DECLARATION OF INTEREST:**
 - 2.1. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING** None
3. **MINUTES OF PREVIOUS MEETING** The minutes of the Parish Council meeting held on 1st September 2020 were proposed as a true and correct record by Cllr. C. Phillipo; seconded by Cllr. A. Buxton, and agreed by all. These will be duly signed by the Chairman.
4. **CO-OPTION OF NEW PARISH COUNCILLOR**

The two candidates were invited to give a brief introduction about themselves and their interest in the Parish Council. Councillors voted - Craig Russell was co-opted (3 votes to 2). Thanks were given to the other applicant. Due to the meeting being held virtually, Craig will sign the Declaration of Office and return to the Clerk, and will join the Parish Council as a Councillor at the next meeting in January 2021.

One member of the public left the meeting at 19.16

5. PUBLIC SPEAKING

5.1. To receive a report from County and District Councillor Nigel Dixon.

Cllr Dixon commented that the PC had done well to submit a response to the 'Planning for the Future' Consultation. It was also noted that the PC should arrange a meeting with NCC regarding the Hoveton & Wroxham Network Strategy, and that Cllr. Dixon would like to be invited.

The Chairman raised to Cllr. Dixon the disappointment from the response received from the NCC Network Team that the NNDC Local Plan will still include the original report, even though it has been accepted that this was not produced with the involvement of the key stakeholders as was suggested.

It was noted that NNDC are moving their planning system over to a new system from 13th November 2020.

5.2. To receive a crime report from Norfolk Police.

The police newsletters had been previously circulated. A report was received and was read out. Key points include that Ashmanhaugh has a very low crime rate, however to be vigilant regarding scams and protect properties from burglaries which have been reported in surrounding Parishes. Anything suspicious should be reported to the Police on 101 who can investigate further.

5.3. To receive questions from the public relating to local issues. In line with the Parish Council Standing Orders, each speaker is allowed a maximum of 5 minutes. Maximum time allowed 15 minutes in total.

SAM2 speed statistics - It was raised that if times can be identified of traffic exceeding the speed limit this will assist the Police in carrying out speed checks.

It was reported that the Preston Rooms have had to close again in adherence to recent Government guidelines.

Blocked drains along Church Road were mentioned as these contribute to the flooding issues along this road.

A question was asked of Cllr. Dixon around large developers who do not fulfill planning obligations for community areas within their developments, however it was answered that it is not possible to bar national developers.

6. MATTERS ARISING

6.1. To discuss correspondence received since the agenda was issued - None

6.2. To receive a report on any matter not covered on the agenda - None

7. CORRESPONDENCE - All correspondence had been previously circulated and duly noted.

7.1. General correspondence

7.2. Norfolk ALC Bulletins and updates, including Wellbeing emails

7.3. Police newsletter

7.4. North Norfolk Sustainable Communities Grant Fund Prospectus

7.5. Email from Aldborough PC re: Pig Problem - no comments from the PC directly on this issue.

7.6. Parishioner email regarding agricultural traffic - The PC has made an introduction with the Parishioner and Farm, and a meeting was held between these parties to discuss the issue and try to resolve.

7.7. Parishioner email regarding a traffic assessment - A complaint was received regarding the verges and ditches, and this is being raised with Highways.

7.8. Temporary Road Closure in the Parish of Tunstead - Water pipe repair (NTRO3516) (27th-29th October)

7.9. NNDC - Planning Service Update October 2020: A change to our systems software

8. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

8.1. To consider a response to the following planning application:

PF/20/1783 Harrodan, 1 Church Road, Ashmanhaugh, NORWICH, NR12 8YL - Two storey side extension following demolition of existing single storey side extension
Resolution - No Objection, however the Parish Council would like a condition that, although not stated in the plans, sensible outside lighting would be installed, and not permanently lit, to protect the night sky in Ashmanhaugh.

8.2. To receive planning decisions: None

8.3. To update on Highways meeting re: flooding on Church Road

A meeting was held with the Highways Engineer to discuss options to alleviate the flooding issues in this location. It was suggested a storm drain be installed and the roads within the surrounding area (inc. the Common area) sloped towards it. Highways will investigate the mapping of the drains to see if this is possible, and will arrange for drains to be jetted and ditches cleared to assist in dispersing the water. It was asked if the road itself could be redressed, however this was considered unlikely. It was raised that the ditch adjacent to Meadow Cottage be cleared.

It was noted however that in the recent weather the drainage has been working well.

8.4. To update on Wroxham and Hoveton Network Improvement Strategy

A meeting is to be arranged with NCC and Ashmanhaugh to discuss further.

8.5. To update on missing damaged signage within the Parish.

Signage at Crowgate Street and A1151/School Road crossroads reported - awaiting replacements to be installed.

8.6. SAM2 device:

- 1) To receive data collected from SAM2 device - unfortunately data from the SAM2 whilst sited outside Farthing's on Stone Road was lost, however data circulated from its current location on School Road showed a large number of vehicles exceeding the limit. The data to be sent to the Police to review. It was raised for consideration how this information can be made more available to Parishioners to make them aware.

8.7. To discuss and consider invitation for bids for the Parish Partnership Scheme Initiative 2021/22

It was agreed to submit a bid for one Village Gateway to be located as entering the village along School Road, awaiting agreement with the Highways Engineer. The PC contribution in the region of £500-£750.

8.8. To note receipt of Tree Preservation Order served at Land South of Carousel, Stone Lane, Ashmanhaugh

Following complaints regarding the removal of hedges and trees at this location, NNDC issued a Tree Preservation Order at this location. The area is to be continually monitored.

9. FINANCIAL & ADMINISTRATIVE MATTERS

9.1. To review this period's financial position

To receive and sign Bank Reconciliation

Proposed by Cllr Pond; seconded by Cllr. Bland - all agreed.

9.2. To note receipts in the period - noted

NNDC - 2nd installment of Precept	£1,950.00
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9.3. To authorise payments for:-

Sarah Martin - salary October/November (inc. expenses)	£ 355.39
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HMRC tax payment	£ 87.60
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Proposed by Cllr Pond; seconded by Cllr. Bland - all agreed.

9.4. To consider a donation to The Royal British Legion Poppy Appeal (s137)

It was agreed to donate £50 (S137).

9.5. To agree the budget for 2021-2022 - it was agreed to postpone this item until the January meeting.

9.6. Precept - to agree the precept figure for 2021-2022 - Due to Tax Base information not received by NNDC and confirmation that the date to submit the Precept has been extended to 31st January 2021 it was agreed to postpone this item until the January meeting.

9.7. To agree meeting dates for 2021/22

The January meeting will be moved to the second Tuesday of the month (12th), however revert to the first Monday for the following meetings. The first 3 meetings will be virtual and reviewed thereafter. It was proposed by Cllr. Phillippo; seconded by Cllr. Pond and agreed by all to approve these meeting dates.

9.8. To update on Website Accessibility

Clerk has carried out relevant testing on the website and published an Accessibility Statement, and therefore compliant with this regulation. To be regularly reviewed.

9.9. Financial/Administrative correspondence: None

10. CONSULTATIONS:

10.1. The Planning White Paper - to ratify response submitted (closing date 29/10/20)

It was noted that a response to this consultation has been submitted,

To agree a response, if any, top the following consultations:

10.2. Notice of consultation on two Broads Authority documents - peat guide and residential moorings guide (closing date 20th November 2020)

It was resolved not to submit any comments from the PC.

10.3. To consider a response to the NCC Annual Budget Consultation (closing date 14th December 2020)

It was resolved not to submit any comments from the PC..

11. ITEMS FOR NEXT AGENDA - Tuesday 12th January 2021 - Parish Council Meeting (virtual)

12. To consider excluding the public under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed

It was agreed to approve this resolution. Members of the public left the meeting at 20.00.

12.1. Clerks appraisal

The Clerks appraisal was noted. It was discussed that training courses for the Clerk can be agreed by the Chair/Vice Chair if there is budget available.

12.2. Clerks Salary

It was proposed by Cllr. H Buxton and seconded by Cllr. Phillippo to increase the Clerks salary to SP16 effective 1st November 2020 - all agreed.

Meeting closed 20.07