



# **MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING**

**Held in the Preston Room  
on Tuesday 11<sup>th</sup> January 2022 at 7.00pm.**

## **Parish councillors present:**

Cllr. H Buxton (Chair)                      Cllr. C Phillipo                      Cllr. N Coleman                      Cllr. J Pond  
Cllr. L Laingchild                      Cllr. C Russell                      Cllr. S Bland

**Clerk:** Mrs S Martin

Members of the public present – 3

The Chair opened the meeting and wished all a Happy New Year.

1. **ATTENDANCE:** All Councillors were present.
2. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING:**  
None.
3. **MINUTES OF PREVIOUS MEETING To confirm the accuracy of the minutes of the Parish Council meeting held on 2<sup>nd</sup> November 2021.**  
The minutes of the meeting held on 2<sup>nd</sup> November 2021 were proposed by Cllr. Russell and seconded by Cllr. Bland as a correct record without amendment – these were AGREED by all and were duly signed by the Chair.
4. **PUBLIC SPEAKING**
  - 4.1. **To receive a report from County and District Councillor.**  
County/District Councillor Nigel Dixon sent apologies to the meeting.
  - 4.2. **To receive a crime report from Norfolk Police.**  
PC Tom Gibbs sent apologies for the meeting. A brief report was given. Crime is low within the area, only one call to the Police in December from the Parish. There have been two dumps of cannabis waste on farmland in the surrounding area – anything suspicious should be reported to the Police to investigate. There is a SNAP meeting tonight and priorities will be reported to the PC after. PC Tom Gibbs is retiring in June, unknown who will be taking over as Beat Manager.
  - 4.3. **To receive questions from the public relating to local issues.**  
None.
5. **MATTERS ARISING**
  - 5.1. **To discuss correspondence received since the agenda was issued.**  
Norwich Western Link project update, circulated to all Councillors.  
It was raised by Cllr. Laingchild if there were any statistics on the effect of traffic spin off to all other areas from the Northern Distributor Road – no statistics have been received by the PC.
  - 5.2. **To receive a report on any matter not covered on the agenda.**  
None.
6. **CORRESPONDENCE – all noted.**
  - 6.1. **General correspondence**
  - 6.2. **Norfolk ALC Bulletins and updates**
  - 6.3. **Police newsletters**
  - 6.4. **Highways Inspection Parish Visit (w/c 27/12/21 – potholes in pull-in's reported for attention)**
  - 6.5. **North Norfolk Rapid Response Trial**
  - 6.6. **Broads Authority adopted the Marketing and Viability Guide**
  - 6.7. **Broads Authority Settlements and services survey**
  - 6.8. **Norfolk County Council Budget Consultation**
  - 6.9. **Vattenfall - Norfolk Projects' Community Benefit Fund**
  - 6.10. **North Norfolk Local Plan - Winter Newsletter 2021/22**
  - 6.11. **Public consultation on regional Transport Strategy – individual responses to be submitted.**
  - 6.12. **Citizens Advice donation request – it was discussed it is not PC policy to support this donation request.**

- 7. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**
- 7.1. To consider any planning applications received**  
None received.
- 7.2. To ratify planning application decisions received between meetings:**  
**PF/21/3208** - Barn At , Dairy Farm, Stone Lane, Ashmanhaugh, Norwich, Norfolk, NR12 8YW - Minor amendments to plot 3 (including changes to fenestration and the erection of a double garage) approved as part of planning permission PF/21/1126 (Conversion of agricultural barns to four dwellings including change of use of land to garden/amenity land)  
Resolution AGREED: No Objection
- 7.3. To receive any planning decisions**  
**PF/21/2552** | Construction of two storey side extension following demolition of existing single storey side extension | Harrodan 1 Church Road Ashmanhaugh Norfolk NR12 8YL – APPROVE  
It was noted that the PC comment regarding dark skies had been acknowledged and conditioned within the decision.
- 7.4. To ratify Parish Partnership Scheme bid for 2022/23**  
The bid for 3 further village gateways was AGREED. The bid has been submitted to NCC and decisions known by end of March 2022.
- 7.5. SAM2 - to receive data**  
It was noted that the majority of traffic recorded was within 25-30mph. It will be monitored further when the gateway is installed. The SAM2 is now cited along Stone Road (as traffic enters the village) and will be placed next along Rectory Road (as traffic exits towards Tunstead). It was AGREED to write to Oyster Yachts to politely ask to remind staff to always adhere to the speed limits within the village, and to Places Farm to advise staff wear visi-vests for their safety when walking on the roads within the Parish on dark evenings.
- 7.6. To update regarding ditches within Parish/River Ash**  
Cllr. Phillipo updated that a meeting had been held with Wroxham Barns and debris removed from ditches, resulting in the pond flowing well. Ditches either side of the Barn will be further cleared in Spring. The river level has dropped. To continue to be monitored.
- 7.7. To discuss Wroxham Barns Campsite**  
The PC is not aware of any planning application submitted; however, concerns of residents will be raised with the Manager.
- 8. FINANCIAL & ADMINISTRATIVE MATTERS**
- 8.1. To review this period's financial position and sign the bank reconciliation – AGREED and signed.**
- 8.2. To authorise payments for:**
- |   |         |
|---|---------|
| Sarah Martin - salary Dec 21/Jan 22 (inc. expenses) | £355.04 |
| HMRC PAYE payment                                   | £ 86.60 |
| Payments AGREED by all.                             |         |
- 8.3. To consider donation request for Churchyard grass cutting**  
It was proposed by Cllr. Buxton, seconded by Cllr. Pond to donate £100 – AGREED by all.
- 8.4. To discuss and consider The Queen's Platinum Jubilee Celebrations - 2-5 June 2022**  
It was AGREED to postpone until the March meeting - however to start a discussion with key groups within the Parish.
- 8.5. To discuss/agree Annual Parish Meeting date**  
It was AGREED to hold the Annual Parish Meeting on Tuesday 3<sup>rd</sup> May after the scheduled PC meeting.
- 8.6. To note any Financial/Administrative correspondence**  
None.
- 9. BUDGET:**
- 9.1. To agree the budget for 2022-2023**  
AGREED by all.
- 9.2. To agree General Reserve Policy**  
The General Reserve Policy was AGREED – to hold approx. 6 months Precept.
- 9.3. Precept - to agree the precept figure for 2022-2023.**  
It was AGREED to increase the Precept to £4,202 (approx. 5%/£200 increase). This will result in a Band D increase to 61.84 which is an increase of £2.83 per Band D property.
- 10. ITEMS FOR NEXT AGENDA – Tuesday 1<sup>st</sup> March 2022 – Parish Council Meeting**

Meeting closed 7.27pm