

FRAMINGHAM EARL PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on Tuesday 6th
July 2021 at 7.30pm at Framingham Earl Sports Centre

Present:

Cllr Dave Todd – presiding (DT), Cllr Louise Bishop (LB), Cllr Libby Cook (LC), Cllr Steven Peet (SP), Cllr Jane Walker (JW), County Cllr Vic Thomson (VT), District Cllr Trevor Spruce (TS) and Yvonne Wonnacott – Parish Clerk (YW).

Apologies:

Cllr David Crawford (DC), Sandra Cornell (SC) and Lynn Thomas (LT) – Tree Wardens, PC Sherry Locke.

Members of the Public: None.

2021/030 Chair's welcome (to include any apologies for absence for approval)

Chair welcomed all attendees to meeting. Apologies received and noted from Cllr Crawford - preparing for a hospital appointment next day, PC Sherry Locke - change of rota and Sandra Cornell and Lynn Thomas, Tree Wardens.

2021/031 To receive declarations of interest

None.

2021/032 To approve a time limit for the meeting

All agreed to aim for meeting to finish by 9.00pm.

2021/033 To confirm that the minutes of the virtual Parish Council meeting held 2nd March 2021 have been signed by the Chair and to agree minutes of the virtual Annual Parish Council meeting held 4th May 2021

Chair advised meeting that the minutes from the virtual Parish Council (PC) meeting held 2nd March 2021, had been signed by Chair in the presence of the Parish Clerk whilst adhering to social distancing requirements. Chair proposed an amendment to Annual PC minutes 4th May 2021, minute ref: 2021/017, District Cllr Report, number of vaccinated people in one day to be amended from 12,000 to 1,200, all agreed amendment. Cllr Bishop proposed the minutes of the virtual Annual PC meeting held 4th May 2021 to be agreed as correct with amendment as stated above, seconded by Cllr Cook, unanimously agreed. Minutes signed by Chair.

2021/034 Matters arising from the minutes of the virtual Annual Parish Council meeting held 4th May 2021

S106 money Earlsmead Estate

Minute ref: 2021/017, previous action raised for County Cllr Thomson to obtain clarification from District Council as to how and if money was spent. Clarification to be obtained and PC advised accordingly – VT.

Map of official footpaths with parish

Minute ref: 2021/020, previous action raised for County Cllr Thomson to provide PC with map of official footpaths around parish and contact details for Footpaths Trail Officer, action to be completed – VT.

Poringland Litter Picking

Chair advised meeting that Poringland's litter picker had sadly, unexpectedly passed away. Poringland Parish Council looking to recruit replacement. Chair advised would approach replacement once in position via Poringland PC to enquire if suitable arrangement could be made with regards to Framingham Earl PC – DT. Cllr Cook advised litter outside Post Office remains a problem, majority of litter is yellow slips used by Post Office. Agreed for litter picking to be an October agenda item – YW.

Camera on Pigot Lane

County Cllr Thomson advised recent camera located on Pigot Lane was not a speed camera and did not belong to Norfolk County Council (NCC). County Cllr Thomson currently trying to establish who was responsible for camera.

2021/035 Adjournment for public participation

None.

2021/036 County/District Councillors report(s)

County Cllr Vic Thomson provided report prior to meeting, key points summarised below;

- Meetings took place with several parties to discuss ideas to improve the operation of the B1332 zebra crossing. Both belisha beacons have subsequently been replaced. Signs are to be moved away from hedges. Currently looking at the beacon posts. In addition the possibility of moving the crossing towards the roundabout is being investigated. County Cllr Thomson advised he is currently investigating traffic and speed on Long Road. County Road Safety Team will shortly be issuing a 'Parents Pledge' with regards to parking.
- Norfolk's recycling centres are now able to accept litter, limit up to 3 bags
- £3.69 million Covid funding targeted on vulnerable people
- Police consultation about Covid; <https://norfolk.police.uk/contact-us/covid-survey> . County Cllr Thomson expressed that we are very well served with our Poringland Beat Manager PC Sherry Locke who does an outstanding job
- Flooding leaflet, one main telephone number. In the event of flooding residents can call 0344 800 8013 to report it
- New National Bus Strategy called Bus Back Better (BBB)
- Master Composter volunteers offer expert advice on all aspects of home composting
- Re-use shops are working in partnership with East Anglian Air Ambulance.

Chair raised issue of current roadworks on the southern bypass, existing schedule would overlap with the proposed bridge inspection works at Trowse, which could create several problems. County Cllr Thomson advised this had been raised with NCC, however NCC do not have control over these contractors and their schedules. Chair advised of an inspection manhole cover on NCC side of The Dell, County Cllr Thomson to investigate further with NCC – VT. County Cllr Thomson advised still trying to establish the outcome of the recent investigations into the flooding that incurred at The Dell.

District Cllr Spruce provided report to meeting, key points summarised below;

- Hedge cutting - New growth on hedges can be cut back as long as not disturbing any nest(s). District Cllr Spruce to forward email from District Council on this matter – TS.
- Enforcement of the Trowse rush hour "bus gate" camera is now operational

- South Norfolk Village Clusters Housing Allocation Plan, Regulation 18 now out for consultation, Framingham Earl is not directly affected
- Poringland Neighbourhood Plan, vote will take place on 8th July 2021.

2021/037 Councillor vacancy

Chair proposed that he contacts Chairman of Poringland Parish Council with regards to their recent recruitment of Councillor vacancy to request Poringland PC to contact the unsuccessful candidates to obtain their permission for their details to be passed onto PC. All agreed – **DT**. Chair asked PC to consider any possible candidates – **ALL**.

2021/038 Finance matters

Finance and admin report

Finance and admin report with financial summaries unanimously approved.

Expenditure for approval/to be noted, as per Finance and admin report

Following items of expenditure were formally noted and/or approved;

- Norfolk Pension Fund 2 x payments, May and June @ £93.63 each
- Parish Clerk May @ £339.12 net pay and £17.69 expenses
- Parish Clerk June @ £307.27 net pay and £15.72 expenses
- Insurance renewal @ £322.19
- HMRC quarter 1 (Parish Clerk) @ £1.00
- Parish Clerk eye test and scan (split between 4 PC's) @ £8.75 per PC

Additional bank signatory/online payments

Chair proposed Cllr Peet as third signatory, unanimously agreed. Paperwork to be completed – **DT/YW/SP**. Cllr Bishop to complete online access form – **LB**. Parish Clerk proposed move from cheque payments to online banking as standard practice with immediate effect, unanimously agreed.

Budget/precept – items raised by parishioner

Chair referred to letters as previously circulated, matter resolved to parishioners satisfaction. Chair advised parishioner had suggested amendment to website with PC policies being shown on a separate headed page under “documents” main heading, Parish Clerk to investigate – **YW**.

2021/039 Planning

Applications received to date

2021/1163, 14 Long Road – Unanimously agreed for PC to respond “no comment” – **YW**.

2021/1355, 2 St Annes Road – Certificate of lawfulness (proposed) for a single storey rear extension to enlarge living area. Chair advised that Parish Clerk had contacted Planning department at District Council who advised that there is no statutory requirement to consult third parties including Parish Councils or neighbours with regards to certificates of lawfulness.

Decision notices received to date

2021/0188, 34 Long Road – Approval with Conditions

2021/0501, 2 Hall Road - Approval with Conditions

2021/0682, 17 Hall Road, Works to TPO trees – Approval with Conditions

Neighbourhood Plan

Chair advised had been following Poringland's Neighbourhood Plan, began process of talking to other small parishes within the area to find out their thoughts towards Neighbourhood Plans and carried out research into grants/funding available. Chair to provide a paper for October meeting – **DT**.

South Norfolk Village Clusters Housing Allocation Plan – Regulation 18 consultation

As previously discussed Chair advised no direct impact for Framingham Earl or Poringland. Unanimously agreed no need/requirement for PC to submit a response(s) to consultation.

2021/040 Administrative updates

Litter picking

As previously discussed minute ref: 2021/034, to be carried forward to October meeting.

Fiveways roundabout

Cllr Bishop and Cllr Cook provided update to meeting. Meeting took place on site with representatives from both PC and Poringland Parish Council and Natural Gardens, following meeting a quotation of £2,746 + VAT for wildflower and spring bulb planting was provided. PC agreed to delegate authority for Cllr Bishop and Cllr Cook to proceed with works as per quotation, subject to approval received from Poringland Parish Council – **LB/LC**. Chair proposed that balance of S106 money could be spent on seasonal displays. District Cllr Spruce to confirm if S106 money can only be spent on roundabout, or could it be spent on other facilities in close vicinity – **TS**. District Cllr Spruce to also confirm if unspent S106 money goes back to NCC or the developer – **TS**. If S106 money returned to developer, proposed PC contacts developer direct to ask if balance remaining could be used for other local projects. Parish Clerk to contact Garden Guardian and copy Poringland Parish Council requesting no further grass cutting of roundabout until further notice – **YW**.

Bi-annual report for 5+ Magazine

Chair referred to previous agreement for PC to submit 2 articles per year. Chair suggested next article includes hedge cutting, councillor vacancy, The Dell, all agreed. Chair to compose article, any suggestions for inclusion to be forwarded to Chair – **ALL**. Cllr Peet suggested update on roundabout and proposals, all agreed.

2021/041 Environmental matters

Tree Warden Report

Chair referred to Tree Warden report as previously circulated, summarised below;

- Work on trees in Long Road
- Unsafe trees removed from Earlsmead estate
- Work on The Dell, removing ivy.

The Dell

Chair advised had cleared footpaths, was apparent these were not being regularly used. Area near car parks appears to be being used by youths. Chair met with subcontractors on site, looking at works identified in October 2020 survey. Ascertained that trees T1 and T3 are on private ownership land, not PC land. Parish Clerk has written to land owner, providing copy of original survey and quotes for tree works, no response received to date. Trees G1 and T4 are on PC land. Have been advised that there should be no need for any traffic management for the work on the trees overhanging Pigot Lane. T4 tree, root base has shifted, however can't investigate further at present time due to bracken, agreed to monitor - **ALL**. Chair advised PC needs to monitor trees after strong winds/storms. Chair advised witnessed District Council pavement cleaner depositing its load of leaves in car park opposite the Methodist church, PC to be aware in case heaps of leaves become overbearing.

Footpath Warden

No update provided.

B1332 zebra crossing safety concerns

As previously discussed, minute ref: 2021/036.

2021/042 Queen's Platinum Jubilee 2022

All agreed would be interested in holding a joint event with Poringland Parish Council.
Parish Clerk to make initial contact with Poringland Parish Clerk expressing our interest – YW.

2021/043 Correspondence and consultations

Armed Forces Covenant Pledge

Unanimously agreed to sign up to Armed Forces Covenant Pledge – YW.

Parish Partnership Scheme 2022/23

Parish Clerk advised PC of scheme and closing date of 10th December 2021, agreed to add to October agenda for discussion – YW.

2021/044 Date of next Parish Council meeting (5th October 2021) and items to be considered for agenda.

Next PC meeting 5th October 2021. Items to be considered for agenda;

- The Dell
- Neighbourhood Plan
- Parish Partnership Scheme 2022/23
- Litter picking

2021/045 Chairman's urgent business

None

Meeting closed 9.10pm.

Minutes prepared by Yvonne Wonnacott, Parish Clerk, 07/07/21

Approved:

Date: