

# FRAMINGHAM EARL PARISH COUNCIL MEETING



Minutes of the Parish Council meeting held on  
Tuesday 3<sup>rd</sup> October 2023 at 7.30pm at The  
Methodist Church

**Present:**

Cllr Dave Todd – presiding (DT), Cllr Rodney Aldis (RA), Cllr Louise Bishop (LB), Cllr Libby Cook (LC), Cllr Mark Johnson (MJ), Cllr Jane Walker (JW), County Cllr Vic Thomson (VT), Sandra Cornell – Tree Warden (SC), Lynn Thomas – Tree Warden (LT) and Yvonne Wonnacott – Parish Clerk (YW).

**Apologies:**

Cllr Steven Peet (SP), District Cllr Nicola Fowler (NF) and District Cllr John Overton (JO).

**Members of the Public:**

None.

**2023/042 Chair's welcome (to include any apologies for absence for approval)**

Chair welcomed all attendees to meeting. Apologies received and approved from Cllr Peet, District Cllr Fowler and District Cllr Overton.

**2023/043 To receive declarations of interest**

Cllr Johnson declared an interest with regards to planning application 2023/2746, as neighbour to applicant.

**2023/044 To approve a time limit for the meeting**

All agreed to aim for meeting to finish by 9.15pm.

**2023/045 To agree minutes of the Parish Council (PC) meeting held 4<sup>th</sup> July 2023**

Cllr Bishop proposed minutes of the PC meeting held 4<sup>th</sup> July 2023 as previously circulated to be agreed as correct, seconded by Cllr Cook, and unanimously agreed. Minutes signed by Chair.

**2023/046 Matters arising from the minutes of the PC meeting held 4<sup>th</sup> July 2023  
2022/1980, 34 Long Road**

Chair advised written to Planning to advise of PC's thoughts as per previous action, minute reference 2023/035. Reply received from Planning advising that removal of natural border to be replaced by wall was not objected as neighbouring property has a wall, even though this is a low height wall. Chair to contact resident asking if they would consider natural hedging instead of proposed wall – **DT**.

**2023/047 Adjournment for public participation**

None.

**2023/048 County/District Councillors report(s)**

County Cllr Thomson referred to reports as previously circulated. Key points summarised as follows;

- Norfolk County Council and Suffolk County Council have been formally appointed by Government as responsible authorities for preparing a Local Nature Recovery Strategy for their respective counties.
- Norfolk County Council is closely monitoring the local and national position in relation to RAAC in schools.
- Norfolk County Council has committed to achieve 'net zero' carbon emissions on its estates by 2030, but within its wider area, to work with partners towards 'carbon neutrality'. This also supports the government's ambition for a net zero country by 2050.
- Encouraging more people to use the bus travel and other sustainable options is key to our ambitious aims of achieving net-zero in Norfolk by 2030.
- First two electric buses have arrived in Norwich, currently used for training.
- Charcoal Line moves to seven day service in latest bus service improvements.
- Households across Norfolk and Suffolk are being urged to sign up for a mission to do their bit to protect the planet and help get the best out of salad and vegetables.
- Water courses/ditches – going to be an education process re riparian rights from the Alliance.
- County deal, decision does not have to be made until December 2023.
- Two possible providers now in the picture with regards to broadband, County Broadband and Gigaclear.

Chair had an online meeting with the Community Engagement Manager for Gigaclear. Chair advised that Gigaclear have a slight different business model to County Broadband in that they do not require anyone to sign up to their service before they install their cabling. Chair made it clear to the Community Engagement Manager that PC supports initiatives which improve capability within the area, would be anxious to keep disruption to a minimum and could not recommend one provider over another. Chair raised question as to how long the reduced bus fares would remain in place, County Cllr Thomson believes these will continue. County Cllr Thomson left meeting. Meeting noted District Cllr Fowler's £1,000 Member's Ward grant.

## **2023/0049 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;

- Reimbursement to Parish Clerk for litter pick equipment @ £150.11 + vat, as agreed at July meeting
- Parish Clerk expenses July @ £35.41, includes £2.55 vat
- Parish Clerk expenses August @ £11.30, no vat
- Parish Clerk, expenses September @ £23.70, includes £1.59 vat
- Parish Clerk, gross pay, October @ £432.64
- Parish Clerk, Pension, Norfolk Pension Fund, October @ £125.47
- Glasdon UK Ltd @ £218.26, includes £36.38 vat, dog bin as previously agreed
- South Norfolk Council @ £495.48 + vat, dog bin, annual charge 23/24
- Geosphere Ltd @ £37.50 + vat (digital mapping subscription, Sept 23 to Sept 24)
- HMRC, Parish Clerk, quarter 2 @ £221.40
- Spruce Landscapes @ £50.00 + vat, installation of dog bin

### Deposit/savings account

In light of further information obtained with regards to the Unity Trust Banking savings account, charge of £28 per time to withdrawn funds, unless current account opened which has a monthly fee of £6, PC agreed not to open savings account with Unity. Agreed for PC to open an Instant Access Savings Account with existing provider, Lloyds – **DT**. In light of one of Parish Clerks other PC's opening a Council savings account with The Cambridge Building Society, agreed for Parish Clerk to provide PC with a review of account for consideration once account has been operational for a period of time – **YW**.

### Lloyds paper-free

With reference to correspondence received from Lloyds, unanimously agreed to move statements to paper-free.

### Remembrance wreath

Unanimously agreed for Parish Clerk to purchase Royal British Legion medium layered poppy wreath @ £50 – **YW**. Wreath to be placed on the grave of a WW1 soldier in St Andrews Church, Framingham Earl and existing wreath to be cleaned and placed inside church – **DT**.

### 2024/25 budget planning

Parish Clerk to circulate 2023/24 budget to PC for reference – **YW**. PC to consider budgeted items with view to whether spend should be increased/decreased or remain the same for 2024/25 and whether any items should be added/removed. To send any comments to full PC and Parish Clerk – **ALL**. Budget to be considered at November meeting – **YW**.

## **2023/050 Planning**

### Applications received to date for consideration

2023/2746, 14 Walnut Tree Drive. Proposal: Removal of low level pitched roof to form balcony on north west elevation. PC to respond "no comment" – **YW**.

### Decisions

2023/1383, 13 Hall Road. Proposal: Single storey flat roof rear extension, partial garage conversion and front porch. Decision: Approval with Conditions (Delegated)

2023/2696, 50 Long Road. Works to TPO trees. Approval with Conditions (Delegated).

## **2023/051 Administrative updates**

### Parish Clerk appraisal

PC happy with Parish Clerks performance and agreed for the national pay rise to be applied to Clerks salary once agreed.

### Stakeholder engagement

Agreed for PC to informally make contact with stakeholders as appropriate. Chair advised former litter bin situated outside One Stop had been removed, resulting in the PC litter bin located on village green overflowing. Parish Clerk had written to One Stop requesting for bin to be re-instated, no response to date. Parish Clerk to issue second letter – **YW**. If no response received to follow up with stakeholder engagement – **LB**.

## **2023/052 Environmental matters**

### Tree Warden Report

Nothing to report.

### Footpath Warden

Footpaths walked, some muddy conditions.

### The Dell

No further water issues, to continue to monitor. Chair met with Fringe Project to discuss further opportunities to work at the Dell. Unanimously agreed to engage Fringe Project to continue to remove dead trees, open up space for developing growth and undertake further coppicing work, this is likely to take place in January 2024 – **DT/YW**. Chair and Parish Clerk attended on-site meeting with the Green Infrastructure Officer, District Council. Officer was fairly certain that Parish Council would own the Dell. Ideas discussed at meeting included following;

- Installing seating.
- More formal paths.
- Opportunity to create “living classrooms” for the local primary and high school to make use of.
- Take steps to protect the old Oak tree.
- Works to ad-hoc car park, either to use it for planting or to have gated access.
- Consider approaching the other land owner to see if they wish to participate in some form.
- Submit application for a Pride in Place award/grant.
- Engage Fringe Project to come up with provisional proposals and costings re future ideas.

Unanimously agreed to engage the Fringe Projects services to produce proposals/costings – **DT/YW**, Chair to informally approach land owner – **DT**, and upon receipt of costings to submit Pride in Place grant application – **YW/DT**. Tree Wardens to contact District Cllr Overton to gain assistance/advice in acquiring a TPO on the old Oak – **SC/LT**. Parish Clerk to check when last tree survey was undertaken – **YW**. Tree Wardens advised they would like to be present at future surveys. Tree Wardens left meeting.

#### Roundabout

Cllr Bishop advised that developer had agreed \$106 money could be used on proposed sculpture as long as Norfolk County Council (NCC) Highways had approved proposal. PC to provide requested details, dimensions and diagram(s) to Highways for approval – **LB/LC**. Chair to contact Poringland PC to confirm they are happy to endorse proposed sculpture – **DT**. Noted decision due to time constraints and work involved proposed poppy Remembrance display to be delivered November 2024, instead of November 2023.

#### Dog bin, Gull lane

Proposed site, entrance to footpath on Gull lane that leads to Yelverton Road and St Andrews Church, approved by District Council. Awaiting installation.

#### Repairs to Alstons seat

No further update.

#### Proposed open gardens 2024

To be deferred to November meeting – **YW**.

### **2023/053 Correspondence and consultations**

#### Parish Partnership Scheme 2024/24

Agreed no further action.

#### Proposed Public Space Protection Order (PSPO) (vehicle related ASB): South Norfolk

Noted PC responded to questions as follows;

1. Do you agree with the proposed PSPO being applied across the district? - Yes
2. Do you agree with the proposed regulatory controls in the draft PSPO? - Yes
3. Do you agree with the proposed period of operation of the draft PSPO? - Yes

#### D-Day 80, 6<sup>th</sup> June 2024

Noted PC's proposed Remembrance display, November 2024 of poppies on roundabout would commemorate occasion.

#### NCC, new bus stop additions

Chair referred to email as previously circulated. PC to respond to NCC Public Transport Development Officer advising that PC can see no problem in principle with regards to proposed works to stop on Upgate opposite Burgate Lane, in addition PC to raise question whether existing un-signposted bus stops within Parish will be signposted – YW.

#### Firework advertising

Email received from Poringland Parish Council asking if PC would be happy for Winkworth advertising boards to be placed at The Dell on Long Road and Pigot Lane sides and if Councillors would have boards outside properties. PC to respond confirm acceptance of boards situated at the Dell and agreed Councillor properties – YW.

#### Meeting with South Norfolk and Broadland Surface Water Drainage Officer (Ditch Warden)

Meeting noted that Cllr Peet met with the South Norfolk and Broadland Surface Water Drainage Officer (Ditch Warden). Visited the often-affected properties in Tulip Tree Drive and the Dell. Officer now understands the problems and is going to look at developer plans to see if all mitigation has been completed and provide guidance on what PC may be able to consider.

#### Mirror, Burgate Lane

Previous minute's reference 2023/039 refers. Cllr Aldis purchased 800mm roadside mirror, @ £59.88, Parish Clerk to arrange reimbursement – YW/RA. Aldis Farm Shop expressed concerns as previously erected mirror had to be removed in response to removal request received from NCC Highways due to reflection of sun. Parish Clerk to contact Highways for written approval – YW.

#### Vehicle weight restriction limit request, Gull Lane and Yelverton Road

Further parishioner correspondence received, with regards to damage to trees and broken boughs as a result of large vehicles using roads in questions. Referred correspondence to NCC Highways Engineer asking him to contact the parishioner direct with regards to issue and advise them accordingly.

#### **2023/054      Date of next meeting, 28<sup>th</sup> November 2023 and items to be considered for agenda**

Noted.

#### **2023/055      Chairman's urgent business**

None.

Meeting closed 9.22pm.

Minutes prepared by Yvonne Wonnacott, Parish Clerk, 05/10/23

Approved:

Date: