

**SAHAM TONEY PARISH COUNCIL  
MINUTES OF A MEETING HELD ON THE 2<sup>ND</sup> JULY 2018**

A meeting of the Parish Council was held on the 2<sup>nd</sup> July 2018 at 7.30 p.m. at the Wells-Cole Community Centre, Saham Toney.

**Present** – Mr. B. Hinkins in the Chair supported by Messrs M. Bohn, N. Creek, R. Harrold, J. Laws and Ms. K. Avery, Ms. M. Baldwin and Mrs. A. Minto.

The Chairman said there was one addition to the Agenda –

**Item 17** To propose a motion to “Exclude the Press and Public”. In the view of the confidential nature of the business to be transacted, the Press and Public will be excluded from the meeting at this point.

**1. Apologies for Absence:** Apologies from Mr. T. Bunce were received and accepted.

**2. Declaration of Interest in Items on the Agenda:** No councillor declared an interest in the Agenda items.

**3. Minutes:** The Minutes of the meeting held on the 4<sup>th</sup> June 2018 were proposed by Mr. R. Harrold seconded by Mr. J. Laws and unanimously agreed.

**4. Matters Arising from the Minutes and Action List:**

- Himalayan Balsam – On Agenda
- Audit Statement – On Agenda.
- Gullies and Drains have still not been cleaned.
- Re-positioning of Notice Board in Richmond Road – nothing heard from NCC re this. Mr. T. Bunce will erect the Notice Board in due course.
- Defibrillator Battery – this has been received and fitted in the defibrillator
- Flagpole at the Community Centre – A parishioner agreed to paint this for the cost of the paint and brushes. Thanks to the parishioner.
- Offer of renovation of village sign from a parishioner – it was agreed to accept this kind offer.
- Update WCCC Trust Deed and Covenant on land – Clerk has sent a letter to the Charity Commission re alterations to the Trust Deed and the Solicitor is looking into whether a Covenant is necessary on the Hall or whether it is sufficiently protected by the Will bequeathing it to the Parish Council.
- Cressingham Road flooding – Highways have been to inspect the area but nothing further heard.
- Car is still on the church green after reporting twice to Breckland. Mr. R. Harrold reported but the car is still on the green.
- A sign for Under 5 Play area – Mr. R. Harrold has asked for quotes.
- Litter Bins – Breckland has informed that a bin would not be allowed on the green on the corner of Bell Lane as it is near a commercial property – the pub. Breckland do not have separate litter and dog bins now and it is their policy to use litter bins for dog waste. Therefore they would not allow a litter bin in the front of the Community Centre land as there are already two dog bins there and suggest turning one of these into a litter bin which would then serve as a litter and dog bin.

- Signpost on Bell Lane corner is missing and signpost on Church Green needs cleaning – reported but nothing heard. Mr. N. Creek has some of the fingers for the Bell corner signpost – still nothing heard – clerk will report again.

**5. Report from District Councillor:** The District Councillor was not present. The Chairman read a tribute to Cliff Jordan who had sadly passed away after resigning from Norfolk County Council recently. Cliff was a great man who had served on Breckland and Norfolk Councils and had supported Norfolk and Saham Toney. The Clerk will be attending Cliff Jordan's funeral on Friday and will represent the Parish Council.

**6. Time Allocated for Members of the Public to Speak:** A parishioner asked if the Council were aware of an event which had been held at the playing field on Sunday. The Clerk said she had not been notified and would contact the playing field representative re this.

### **7. Correspondence:**

- Emails from parishioners re Annual Parish Minutes – The Clerk has amended the APM minutes and they are now online.
- Email re consultation on the Norwich Western Link (closes 3<sup>rd</sup> July) – for information to remind anyone who wants to comment that there is only one day left.
- Letter re Parish Partnerships – agreed not to apply.
- ROSPA Safety Inspection Reports – The reports for both the Play Park and the Gym equipment were good with very few points raised. There was slight movement on the fixings of the gym equipment and this will be watched but it was thought to be due to the dry weather and ground shrinkage. The mechanism on the gate to the under 5 area needs adjusting as it closes too quickly. Tree branches need to be cut back over the Kick Wall/Basketball post. Metal work requires painting on the Toddler Multiplay and the central post is loose on the Carousel. All matters will be inspected. The metal fence around the play area is loose – Councillors Creek and Harrold will inspect this.
- Email from parishioner re bench at the Community Centre – requesting that the bench which he provided be moved alongside the Play area as it under trees at present and consequently gets very dirty from bird's mess. It was suggested that the bench is positioned where the slam dunk used to be situated as there is already a concrete base there. Clerk to ask the parishioner if this would be a suitable location and if so Councillors Creek and Harrold would move the seat.
- Email from Anglian Water in connection with Cley Lane. The foul sewer has been CCTV'd and some fat, oil and grease have been removed by high pressure water jetting. There was also evidence of silt which was removed by a tanker and jetter. The sewers on Ladybird Lane and Honeybee Grove were in good condition with no defects or infiltration and the discharge point for the private pumping station was identified and is in good working order. In respect of the surface/rainwater drain this was found to be holding water as there was no outflow into the stream. On tracing back the sewer through the allotments a previously unidentified hydrobrake was identified in the pipe. This was not opening so was holding up the flow – it was freed off and the water started to flow to the stream. A 3 monthly inspection of this hydrobrake has been set up to ensure it remains in working order. They are confident that this will reduce the overland flooding which in turn will prevent infiltration of rainwater into the foul sewers. The pumping station has been checked and is operating to full capacity.
- Complaint from a parishioner who uses a mobility scooter on Richmond Road. The nettles and

brambles are overhanging the pavement opposite the old post office – Clerk has reported to Highways.

**8. To Approve Accounts for Payment:** The following accounts are due for payment:-

- Spire Solicitors - £889 – registration of land at the WCCC
- Fenland Leisure Products Ltd - £721.87 – repair work to climbing apparatus
- Saham Toney Village Hall - £64 – hire of Hall for meetings
- Haward Horological Ltd - £225 – Church Clock service
- Playsafety – £189.00 - ROSPA Safety Inspections
- Mrs. J.S. Glenn - £521.05 - salary

The payment of the Accounts was proposed by Ms K. Avery, seconded by M. Bohn and unanimously agreed.

The Clerk said that the Budget is overspent by approximately £7500 at present although this includes the loan to the Community Centre. Some of this may be retrieved as some things in the Budget will not be spent and there was a saving on the insurance but the Council must not incur any expenditure which is unbudgeted.

**9. To consider any Planning Matters:** Planning Permission received to Plan 3PL/2018/0500/HOU and Plan 3PL/2018/0501/LB for Pages Place; Plan 3PL/2018/0429/HOU for 82 Richmond Road and Plan 3PL/2018/1469/VAR for site adjacent Homelands, Ploughboy Lane. The following plans were considered:-

- Plan 3PL/2018/0563/O – five detached dwellings with gardens and garages at Richmond Hall, Richmond Road - The Chairman said the previous application had not included a Flood Risk or Ecological Study which are now included. Highway safety concerns were not an issue in the previous application and they may not carry any weight this time. All councillors had read Chris Blow’s comments to Breckland and one of the most poignant was the comment that the balance would be tipped in favour of the development if at least three of the proposed 4/5 bedroom properties were amended such that each comprised 2 x 1/2 bedroom semi detached properties. This would be of benefit to the local community as well as to the district’s housing supply and the emerging Local Plan (which must be given weight as it has been examined) states that local benefit is a requirement for development adjacent to but outside the settlement boundary of rural villages which this proposal is. Mr. R. Harrold pointed out that this development would set a precedent for other areas in the parish. Mr. N. Creek said there are presently 20 houses up for sale in Saham. The Chairman said that Saham has many 4/5 bedroom properties and 1/2 bedroom properties are the least of all areas anywhere else in the country. It was unanimously agreed to object for the following reasons:-
  - Access is still a consideration
  - Developments of 4/5 bedroom properties are not wanted or needed in Saham Toney
  - 1/2 bedroom properties that local people can afford to purchase are more realistic
- Plan 3PL/2018/0648/HOU – erection of first floor extension and replacement detached outbuilding at Hill Cottage, Bridge Lane, Saham Hills – no objections.

**10. To Discuss Himalayan Balsam:** Mr. N. Creek said the Norfolk Conservation Group's volunteers are coming to Saham on Friday the 6<sup>th</sup> July to help clear balsam. Out of the 5 volunteers from the parish only one – Martin Bohn is left. Mr. Creek has visited a house in Cley Lane that had reported balsam in the stream and if time permits this will be cleared. The balsam will be stored on the sugar beet pad in Ploughboy Lane and left to rot - Mr. N. Creek has permission for this.

**11. To Approve the GDPR Statement:** The Clerk has prepared a GDPR Statement which had been circulated. It was agreed that this be accepted and put on the website.

**12. To Receive a Report from the Management Committee at the Community Centre:** The Clerk read a report from the Chairman of the Management Committee. The Birds of Prey talk in June had been very successful and raised £138 and the next event is the Booze and Brush night on the 19<sup>th</sup> July. The knitters are producing lots of poppies for the display to celebrate the 100<sup>th</sup> Anniversary of WW1. Thanks to all for your continued support and volunteers are always welcome to join the team. There will be a stall at the Village Fete on the 22<sup>nd</sup> July to raise funds for the Hall. The heating system will start to be installed during the week commencing 9<sup>th</sup> July and it is hoped to work around the groups that use the Hall. Full report attached to these Minutes.

**13. Report on the Neighbourhood Plan:** The Chairman said he is sure everyone is aware of development over the planned period. There are many factors in place which will determine the amount of development – one being our designated rural settlement. With our own NP in place this will control many of these factors. Current thoughts are that housing should be affordable for locals rather than just affordable e.g. starter homes. The possibility of different types of materials to control costs should be a major input. Any protective views must be considered. Many parishioners were concerned that there should be a gap between Saham Toney and Watton but examiners are not happy with this type of wording so it could well be re-worded as a “green wedge”. This may be confirmed further to a landscape study. A member of the Work Group said it might appear that nothing is going on at the moment but the Group is busy working on the comments received from the consultation, the Health Check and the Landscape Consultant.

**14. To consider reports from Outside Organisations:** Mr. R. Harrold reported on the Wayland Development Partnership. The Sensory Garden will be completed shortly and will be open for visitors to view. The official opening will be performed by the Bishop of Norwich on the 28<sup>th</sup> September. Some money which was in the pipeline to help was redirected to someone else and so one member of staff has had to go. The Partnership was let down by Breckland and finances are now tight.

Mrs. A. Minto spoke about concerns with multiple occupancy of one bed properties in Ladybird Lane and the Police were aware of this. Other unsociable problems had been seen in this area and these should be reported to the Police. Ms M. Baldwin said Breckland should be contacted re the occupancy problem. The Clerk will do this.

The Clerk said she had also reported a property in Pages Lane to Breckland Private Sector Housing after receiving a complaint.

**15. Items for the Next Agenda:** The following item to be on the August Agenda: - Himalayan Baslsam

**16. To Confirm the Date and Time of the Next Meeting:** Monday 6<sup>th</sup> August 2018 at 7.30 p.m. in the Small Hall at the Wells-Cole Community Centre.

**Parish Matters**

Mr. J. Laws reported the following:-

1. The brambles and stinging nettles which the contractor had cleared from the dog walk were now beginning to grow again.
2. Could the Contractor be asked to spray the car park with animal friendly spray? Clerk will ask TTSR.
3. The willow trees are overhanging the car part and the leaves are decomposing. The willow trees will need reducing in height in due course. This was noted for next year.

The Chairman proposed that the Public and Press be excluded at this point.

**17. To propose a motion to “Exclude the Press and Public”. In the view of the confidential nature of the business to be transacted, the Press and Public will be excluded from the meeting.**

A matter which is in the hands of the Council’s solicitor was discussed and all councillors were brought up to date with the current situation. It was unanimously agreed to proceed with this matter as advised by our solicitor.

The Chairman proposed that the Public and Press be excluded at this point.

The meeting closed at 9.30 p.m.

## **WCCC Chairman's report**

Brief report this month, we had our birds of prey talk in June and what a fabulous night, Tim and Tina Elmar very kindly put a talk and display of birds for us to raise funds for the hall. They bought some beautiful birds along and gave everybody an up close chance to see them and photograph them. We had a wonderful turnout, and with entry and donations for refreshments we made £138. Thank you all for supporting us and coming along.

Next up we have our Booze and Brush night 19<sup>th</sup> July, something fun and different, and you don't need to be an artistic come along, to get tickets go online and book in. It will be fun promise!

We have had a fantastic response to the poppy appeal and the rate the knitters are churning out poppies is incredible, keep them coming and if anybody would like patterns or wool please take some, the more the merrier.

We have a lot going on week to week and if you would like to get involved and become part of the volunteers group we gladly welcome you, we have a growing team and what a fabulous team they are, if you can spare anytime at all we will welcome you aboard.

Don't forget we have the village fete on the 22<sup>nd</sup> July and the village hall will have a stall to raise more funds.

The heating system will start to be installed next week and will aim to work round all our users, but apologies if there are any disruptions. Ollie and his team will try and work outside or in other parts of the hall when our groups are in.

Thank you all for your continued support

Raechal