

Spooner Row Community Council

Meeting Minutes

Saturday 27 July 2019, 9.30am

Present: Julian Halls – chairman
Tony Cleary
Robert Foster
Susan Hewitson
Martyn Lemon
Stephen Ward

Julie King – temporary clerk

Members of the public: One

1. Apologies

It was agreed to accept apologies from Neil Griffin – working.

2. Declaration of Interest for Items on the Agenda and Dispensations for Councillors with a Pecuniary Interest

Julian Halls would not be taking part in the consideration of the planning applications as he is a substitute member on the District Council Development Management Committee which deal with planning applications and did not want to be predetermined.

3. Minutes of the meeting on 20 June 2019

The minutes were signed as a true record of proceedings.

4. Minutes of the meeting on 4 July 2019

The minutes were signed as a true record of proceedings.

5. Public Participation

None at this stage although the member of the public did speak during the relevant agenda items.

6. Planning

Martyn Lemon took the chair.

- a) 2019/1950 – land east of Chapel Road and south of Station Road, Spooner Row
Outline permission for up to 40 dwellings, open space and associated infrastructure with access via Station Road – amended application.

It was noted that Network Rail and Highways were raising safety issues with the developer.



Consideration was given to the impact on the village and the need to protect its rural nature.

It was noted that this was the third revision, the first had the housing at the front of the site, in the second the housing was at the back leaving amenity space at the front, this third revision saw the housing on the north-west side and open space on the south-east side. The revisions were partly to move the housing away from the river and the area of the site that was liable to flooding.

It was noted that the site was outside the development boundary and that South Norfolk Council now had a 5-year land supply.

Consideration was given to the impact on the existing infrastructure, it was recognised that if the infrastructure was improved this was likely to result in more development. There was discussion regarding the primary school provision in area, it was recognised that the village school was full but Wymondham College was due to build a primary school for 420 children, a new primary school had been built in Attleborough and additional spaces were being created at Silfield.

It was agreed to object to the proposal for the following reasons:

- the development is outside the development boundary and South Norfolk Council have confirmed that they have a five year land supply
- the density of the housing is not in keeping with the village and would be visually intrusive
- there is insufficient infrastructure, no bus service a poor train service and the school is already full.

However, it was agreed that the Community Council were open to discussing with the developer a different application that was less dense and created more of a village centre.

Julian Halls abstained; the remainder of the councillors were in favour.

b) 2019/1305 – agricultural building, Hill Road, Spooner Row

Notification for prior approval for a proposed change of use and associated building works of an agricultural building to a dwellinghouse (QA and QB).

It was noted that the barn had previously been used as a small holding. A similar application had been refused as the applicant wanted to re-clad the barn. This application retained the corrugated asbestos sheet introducing the minimum number of windows and doors.

It was agreed to support the application, Julian Halls abstained, the remainder of the councillors were in favour.



Julian Halls retook the chair.

7. Bank Account

It was noted that that mandate forms had been rejected due to an error, this had been corrected and the forms had been returned to Barclays. Once accepted, Stephen Ward would have access to the accounts and the dual signatories would be in place.

8. Village Fete – Sunday 30th June

Councillors had attended the village fete which was very well received. There had not been as much interaction with parishioners as expected but those who had were very positive. Consideration was given to councillors wearing labels to identify them next year.

9. Meeting Venue

Martyn Lemon and Susan Hewitson had requested that the council re-consider its decision to use The Boars as the venue for its Saturday meetings. It was noted that the pub's license ran from 11am so any meeting held there would have to finish at 11am. Some expressed that using two venues for meetings was confusing for parishioners and it was noted that the Village Hall would soon have wi-fi.

It was agreed to use only the Village Hall for meetings, Robert Foster against, Julian Halls abstained, all other councillors in favour.

10. Policy Proposal and Template

Consideration was given to using a standard template for meeting proposals, a **standard template was agreed that could be submitted up until the publishing of the agenda.**

11. Schedule for Adoption of Policies

It was agreed that all standard policies would be considered for adoption at the September meeting.

12. Bench Refurbishment

Consideration was given to the refurbishment of the bench located on the junction of Station and Chapel Road which a resident had agreed to sand back and re-varnish. **This was agreed with a cost of up to £135 for the necessary materials, all in favour.**

13. Donation Request

A donation request had been received from the charity Scotty's Little Soldiers. Councillors considered whether it should be giving public money to charities, regardless of their merit and **it was agreed not to donate to Scotty's Little Soldiers.**

The Council agreed that it would not give to charities but would look favourably on any request from a charitable organisation within the parish boundary, all in favour.

14. South Norfolk Council's review of Polling Districts, Places and Stations

It was noted that there was no change proposed for Spooner Row.

SLH

15. Councillor Liaison with Spooner Row School

It was agreed that Martyn Lemon would be the councillor to liaise with Spooner Row School, all in favour.

16. Communications Officer

Consideration was given to the importance of communication within the community and it was felt that good communication was critical in building community spirit.

Consideration was given to appointing a Communications Officer and deputy to lead on setting up communication channels and to use the channels to communicate with the community. **It was agreed that Robert Foster would be the Communications Officer with Stephen Ward as deputy.**

17. Establishment and Use of Communication Channels

It was agreed to establish a Twitter and WhatsApp Account and to progress the establishment of a Website.

It was noted that the Community Council had just one noticeboard which was situated on the outside of the Village Hall. Robert Foster and Stephen Ward agreed to bring a proposal to the next meeting regarding the provision of noticeboards for the parish.

It was noted that consideration was already been given to producing newsletters that could be distributed along with those produced for the Village Hall and delivered by volunteers.

18. Communications Policy

A Communications Policy was agreed.

19. Playing Field

Robert Foster reported that he was struggling to get hold of the groundsman from Wymondham Academy and the grass needed cutting. Martyn Lemon offered to make contact with the Academy on the Council's behalf should Robert continue to struggle.

It was noted that whilst three cuts had been undertaken, two of which were chargeable, no invoices had been received and written confirmation of the agreement between the Council and the Academy hadn't been forthcoming. In addition, at the meeting in May, it had been agreed that quotes for a contractor for the remainder of the season would be sought for consideration at the June meeting, this had not been done.

It was agreed that if Wymondham Academy weren't to cut the playing field, then a cost for a one-off immediate cut would be obtained and the clerk would agree under delegated powers.

It was agreed that within the next two weeks written confirmation of the agreement with Wymondham Academy would be obtained including how often the grass was to be cut, the area that would be cut and the cost, action Robert Foster.

LM

It was also agreed that three quotes for the grass cutting for the remainder of the season (to the current specification) would be obtained for consideration at the next meeting, action Robert Foster

Some discussion took place regarding the establishment of a wildlife area and a wildlife boundary. Stephen Ward suggested that an area should be considered as part of the new contract. A formal proposal would need to be worked up.

20. Dog Bin and Litter Bin Contract

New dog bins had been installed at top common and Station Road. The bin for Sutton would be installed once the bridleway post had been straightened and the relocation of the dog bin from the station to the Playing Field would be done soon. The old dog bin from the playing field and the waste bin at the bottom of Station Road would be disposed of.

A proposal for a new ballasted litter bin for the bottom of Station Road would be brought to Council in the near future, action Robert Foster.

Quotes for the emptying of the dog and litter bins had been obtained and passed to the Responsible Financial Officer.

21. Subscription – National Association of Local Councils

It was agreed to subscribe to the National Association of Local Councils at a cost of £106.62 for the remainder of the financial year, all in favour.

22. Parish Partnership Scheme 2019-20

It was noted that this was a funding source offering 50% funding on highway schemes. It was agreed that a proposal would be tabled for the next meeting.

23. Maintenance of the Planters

It was agreed that the maintenance of the two planters near The Boars would be paid for out of the Chairman's Allowance and a budget of £100 was agreed, Julian Halls would make the necessary arrangements.

24. Finance

The following payments made since the last meeting were noted:

a) R Foster	3 x dog bins	£197.43
b) R Foster	10 x dog bin straps	£14.99

25. The following were agreed and paid

a) Village Hall	Hall Hire	£9.62
b) NPTS	Clerical hours and expenses to 20/7/19	£387.73

26. Asset Order

It was noted that the first payment of the precept and the Community Infrastructure Levy payment had been received and the second precept payment was expected in September. The payment from Wymondham Town Council, 4.35% of uncommitted cash

balances at 31 March 2019 was yet to be received and it was agreed that the **Responsible Financial Officer would pursue this with Wymondham Town Council.**

It was noted that the freehold of the playing field and the leasehold the school had with Wymondham Town Council had transferred over to the Community Council. It was understood that there was very little conveyancing that needed to be done but an application to Land Registry was required.

It was agreed that three quotes for the necessary work would be presented to the next meeting for consideration, action Robert Foster.

27. First Quarter Accounts

The first quarter accounts had been circulated, they were noted and adopted.

28. Items for the Next or Future Agendas

The following items would be considered:

Training

Inspection and maintenance of trees

Discussion on the use of the Community Infrastructure Levy receipts

Footpath from the village to the roundabout

Purchase of a SAM 2 speeding device, as part of the parish partnership scheme website

29. Date and Venue of Next Meeting

Thursday 22 August, 7.30pm, Spooner Row Village Hall.

It was noted that the footpath across the front of Folliard's yard was due to be repaired by Highways.

30. Exclusion of the Public

It was resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude the public due to the confidential nature of the item to be discussed.

31. Appointment of a Substantive Clerk

Consideration was given to the appointment of a substantive clerk. **Due to the paucity of applicants, it was agreed to re-advertise the post.**

The meeting closed at 12.39pm.

Chairman's Signature.....

Date.....