

**Keswick & Intwood Parish Council Meeting on 14<sup>th</sup> March 2007**  
**Minutes of the meeting held at The Reading Rooms, Keswick at 19.00.**

*Present:* Alan Gelder (Chairman) AG; Joe Loades (Treasurer) JL; Julian Darling JD; Cathy Cursons CC; Phillip Brooks (Clerk) PB.

*Also Present:* Garry Wheatley (Councillor Cringleford Ward) GW. Mr. Tony Cooke (Travellers Liaison Officer, South Norfolk Council) TC. Chris Kemp (Councillor Cringleford Ward) CK (from 19.30). Mr. Peter Riches (member of the public and land manager within the Parish) (from 19.25)

*Other Apologies received:* Judith Virgo (Norfolk County Councillor) JV.

1. *To Consider Apologies for Absence.* Resolved to accept apologies from John Payne, John Morrison and Lars Tibell all away from Norwich on other business.
2. *To receive declaration of interests in items on the Agenda.* No interests were declared.
3. *Public Participation.*  
Mr. Tony Cooke (Travellers Liaison Officer, South Norfolk Council) attended the meeting by invitation of the Council. He outlined the legislation that governed South Norfolk Council's approach to dealing with Travelers and Gypsies and provided statistics about the Gypsy population, their preferred accommodation needs and (for many) their work and tax compliance arrangements. He explained that councils have to make planning provision for sites through the Local Development Framework and (in response to questions) said there was no evidence of higher incidence of crime amongst Gypsies and Travellers. The strategic vision for Gypsies and Travellers in Norfolk was for them to have equality of opportunity and have access to the same services and facilities as other members of the community. If there were local matters arising from the two "tolerated" sites in the Parish on land owned by Mr. Barry Brooks the Council should liaise with Tony Cooke and perhaps consider inviting Mr. Brooks to a future meeting. GW offered to help and advise in whatever way he could.  
  
Peter Riches was in attendance to participate in Agenda item 8.
4. *Minutes of the meeting of Keswick and Intwood Parish Council held on 6<sup>th</sup> December 2006.* Resolved to approve the minutes as a true and accurate record of the meeting.
5. *To report matters arising from minutes on the Agenda.*  
PB said that he had published a notice in the Church Newsletter declaring the Council's intention to change the Parish name to Keswick and Intwood and he would be proceeding with that change (via South Norfolk Council) after the end of the month. All other matters arising would be covered by the Agenda items.

6. *Finance.*

- *Purchase of Notice Boards for Intwood Church and the Reading Room.* AG said that three competitive quotes had been obtained to provide the Notice Boards and it was proposed that the quote from Harry Stebbing Workshop - which was in line with the budget and precept – should be accepted. It was resolved to accept the proposed quote of £1666.80.
- *To Agree Invoices for payment in accordance with the budget.* It was resolved to approve the following payments in accordance with the budget: Payee Norfolk Rural Community Council Amount £25.00 Cheque No. 100302. Payee Audit Commission Amount £141.00 Cheque No. 100303.

7. *Parish Plan.*

*To receive full report on analysis of questionnaire.* JM had provided Councillors with a first draft of his analysis prior to the meeting but because of JM's absence discussion was postponed until another time. CC and JD agreed to provide a note about the Parish history of Keswick and Intwood respectively (by 30th March) which would form an introduction to the published Parish Plan. GW agreed to provide what information he could about the population of the Parish **(Action CC JD and GW).**

8. *Footpaths. To receive a feasibility report for a path crossing the land between Keswick Hall and Mulbarton Road.* Mr Riches said he was working to identify precisely who owned the land - he knew it was church property under the umbrella of the Norwich Diocese, but still had to determine whether and under what conditions any of the land might become available for use by the Parish. He said he had also become aware that the current user of the land was opposed to a path crossing the property. After discussion the Council agreed that until ownership of the land and the possible conditions for use had been determined, and the specification for a modest path had been prepared and costed, this was not something the Parish could be sure it wanted to take on. **(Continuing Action Peter Riches).**

JD left the meeting at 20.35

9. *Adoption of the Council's Standing Orders, Financial Standing Orders and Complaints Procedure.* After discussion it was resolved that the proposed Parish Standing Orders and Complaints Procedure be adopted. It was also resolved that a further meeting would take place involving AG, JL, PB and LT to refine the Financial Standing Orders. **(Action AG, JL, PB, LT).**
10. *Consideration of Planning Application 2007/0446. Erection of a steel barn for storing agricultural equipment, small tractor and implement on land on north-east side of Keswick Road, Keswick.* PB advised the meeting that because the proposed development was close to the boundary with Cringleford, he had been

told (by South Norfolk Council Planning Department) the proposal had also been passed to that Council for comment. The Council recorded no objections to the proposal.

11. *Election Timetable.* PB reminded Councillors that the delivery of nomination papers to South Norfolk Council must take place no later than noon on Wednesday 4<sup>th</sup> April. However, it was prudent for delivery to be made earlier to allow time for any errors or omissions in completion of the papers to be corrected and the papers resubmitted by the due time. (Any papers that needed change after the deadline would not be deemed to have been delivered on time and would therefore prevent the Council seeking “Quality Status”) during the next four years.) **(Action all Councillors seeking re-election).**
12. *To consider correspondence received as detailed on attached schedule.* The Council decided to invite Sergeant Chris Claydon Policing Sector Community Team to address a future meeting. **(Action PB).**
13. Items for the next meeting Agenda. Emergency Planning – JP to present a full report to the Council. **(Action JP).**

The meeting closed at 22.00.

Phillip Brooks  
Parish Clerk  
20<sup>th</sup> March 2007