

Keswick and Intwood Annual Parish Meeting on 10th March 2009.
Minutes of the meeting held at The Reading Rooms, Keswick at 19.00.

(As required by the Local government Act 1972 s. 13(1))

Present: Alan Gelder (AG); Hayley Spouge (HS); Joe Loades (JL); Lars Tibell (LT); Diana Bulman (DB); Linda Thursby (LTh.) and Phillip Brooks (Clerk).

Also Present: Christopher Kemp (Councillor Cringleford Ward) (CK); Garry Wheatley (Councillor Cringleford Ward) (GW) and Judith Virgo (Norfolk County Councillor) (JV).

It was observed that no parishioners were in attendance despite the Annual Parish Meeting having been advertised on the notice boards in Keswick and Intwood, via leaflets provided at the Information Points at Intwood Church and Keswick New Hall, details being published on the Parish Website, and information included in *The Newsletter*.

In his review of the year AG said that:

- The Parish Council had operated throughout the year under the banner of being a Quality Council.
- The Council had achieved virtually everything that had been included in the Parish Plan.
- Action taken by the Parish Council had directly contributed to the bus service to Keswick New Hall being reprieved until March 2009. After that date the future remained uncertain and would depend almost entirely on how many passengers had used the buses.
- Several meetings had been held during the year regarding the planning application for a permanent A 47 (Harford) gypsy site to be managed by Broadland Housing Association; and more recently regarding other sites which raised concern because of their close proximity to the Harford site. A construction contract had now been awarded for the Harford site and work there was due for completion in September 2009. Broadland Housing was about to appoint a site development officer on the basis of a two year contract and the aim would be for the Parish Council to establish a worthwhile and productive relationship with that person. (It was brought to the attention of the Local and County councillors present that a group of vans had recently appeared behind the Marsh Harrier public house on the Ipswich Road.)
- The prospect of developing proposals for the Mangreen county new town had exercised minds with the vision of some 2,000 – 4,000 houses being built there. AG added that he was involved with an action group of local parish council chairmen to consider the consequent impact of increased traffic in the surrounding area. Residents would be kept informed of developments but it appeared inevitable that there would be some further housing development to the south of Norwich.

- It seemed apparent that the local and county council did not have the resources to undertake the basics of keeping drains and gutters clear and litter picked. There was a constant need for chasing to get things done and it really should not be like that. Improving this situation would be high on the parish Council's agenda for the coming year.
- The traffic survey undertaken in Low Road had resulted in the introduction of a 30 mph limit which would become effective during April 2009. However, any improvement in the road layout at the Mulbarton and Ipswich roads junction was unlikely in the foreseeable future until more funds became available.
- Hedgerows and their maintenance had been a subject of ongoing liaison with the Gurney Estate and they were now getting better treatment. It was hoped this would continue.
- "Neighbourhood Watch" would be reviewed within the Parish and (hopefully) a scheme would be introduced in the coming year for Intwood and later rolled out to other areas in the Parish.
- Planning applications for wind turbines and recycling facilities at Tesco had been refused.
- The Reading Room was the biggest item on the Agenda and especially the need to register a lease which would give to Parish Council proper entitlement to the building. This would enable the Council to further develop the building and realise its full potential for the Parish. Funds have already been spent (mainly grants received) to improve the inside facilities. Currently urgent work is required on the chimney (which is the source of damp developing and the crumbling brickwork is becoming a safety hazard) and to provide more and proper car parking as use of the Reading Room increases. Arranging the lease is both vital and urgent before applications can be made for the dwindling grants available to help with this work.

There were no questions and the meeting closed at 19.30.

Phillip Brooks
Parish Clerk
12th March 2009.

Keswick and Intwood Parish Council Meeting on 10th March 2009.
Minutes of the meeting held at The Reading Rooms, Keswick at 19.30.

Present: Alan Gelder (AG); Hayley Spouge (HS); Joe Loades (JL); Lars Tibell (LT) until 20.15; Diana Bulman (DB); Linda Thursby (LTh.) and Phillip Brooks (Clerk).

Also Present: Christopher Kemp (Councillor Cringleford Ward) (CK); Garry Wheatley (Councillor Cringleford Ward) (GW) and Judith Virgo (Norfolk County Councillor) (JV).

1. *To consider apologies for absence:* There were no absences.
2. *To receive declaration of interests in items on the Agenda:* No interests were declared.
3. *Public Participation. It was resolved to adjourn the meeting for public participation and any district councillor reports:* District councillors commented on the following Agenda items:
 - New Town Proposals for Mangreen – CK said that the Greater Norwich Development Partnership would be central to identifying and accommodating the level of new development necessary to meet the requirements of the East of England Plan: and that included Mangreen. The work of the Partnership included looking at alternative locations where large scale development might be located in the area close to Norwich. To influence the Partnership thinking, it was therefore crucially important that the Parish Council made its views known by responding to the Public Consultation Document recently published. GW said that aspects of the Mangreen plan were both imaginative and appealing in that it would be an entirely self contained development which would not “spread” to adjoining communities. CK and GW said that for the moment the Mangreen development (of up to 4,000 houses and businesses) was being considered as a “strategic reserve” within the planning and development process.
 - Gypsy and Traveller sites – CK said that it was important to get sites (in addition to the Harford site) agreed as quickly as possible because there was government money to pay for this. Moreover, it was vital that there were “Transit Sites” because without these the police cannot be given powers to move people on. A further consultation paper (*Gypsy and Traveller Development Plan Document; next consultation*) had been published and again it was important for the Parish Council to make its views known by responding to the Document. AG said the views of the Parish Councils had already been made known and these would not be changing. There had been an undertaking given (by SNC) that there would be no further planning permissions granted for sites in the vicinity of the Harford development and if this test were applied to the A47 corridor, A11 corridor and A11 transit sites, all should be rejected on the grounds that they are fairly and reasonably within the vicinity of the Harford site not to mention the question of suitability of the transit site at Cantley Lane (Thickthorn A47- A 11 interchange) and the permanent site at Station Lane, Ketteringham.

- Local Government Reorganisation – CK said that the decision of the Court of Appeal in the Judicial Review was two thirds against the appeal. There were now two important dates in the process: by about the middle of this month the Boundary Committee would be making their latest proposals available which would be open for consultation until mid-May; then they would give their final advice by 15th July. Again it would be important for the Parish Council to participate in the consultation process. The outcome could not be predicted but there was an increasing focus of thought on the need for adequate funding for local government rather than reorganising the functions of local government.

4. *To confirm minutes of the Parish Council meeting held on 19th November and 15th December 2008:* it was resolved to approve the minutes as a true and accurate record of the meeting.

5. *To report matters arising from minutes not on the Agenda: for information only:* all matters arising from the minutes would be covered in later Agenda items.

6. *Finance:*

- *To receive Statement of Accounts for the year to date:* LT said there had been no significant change in the position since the November meeting but he would be e-mailing the latest figures to Councillors shortly (**Action LT**).
- *To agree invoices for payment in accordance with the budget:* it was resolved to approve the Clerk's expenses of £576.23 (Cheque 100338).
- *To agree the appointment of an internal auditor:* PB said that the Annual Return (which was subject to in-depth scrutiny this time) had been returned from the Audit Commission. It had been approved but the External Auditor had proposed a more formal arrangement with the Internal Auditor including his undertaking interim checks on the proper operation of financial procedures during the year. It was resolved to appoint Douglas Macdonald as the Internal Auditor for a further year and that the Clerk should write to him confirming the appointment and explaining what additional tasks were required. (**Action PB**).
- *To agree a risk assessment for the Parish Council:* additionally (as part of the response to the Annual Review) the External Auditor had also suggested there should be a formal risk assessment for the Parish assets. It was resolved to adopt the risk assessment documents submitted by the Clerk which had been prepared on the basis of advice supplied by the Norfolk Association of Local Councils.
- *To consider making a contribution to Keswick graveyard:* after discussing the financial situation of the Parochial Church Council and demands being placed on the Parish Council funds, it was resolved not to make a contribution to the graveyard at this time.

7. *Parish Issues: To receive any updates relating to:*

- *the new town proposals for Mangreen (AG):* this is dealt with at bullet point 5 of the minutes of the Annual Parish Meeting and bullet point 1 of the Public Participation section of the Parish Council Agenda. It was resolved to set the date

- for a separate meeting to respond to the *Greater Norwich Development Partnership Public Consultation Document*.
- *bus services (AG)*: there was nothing further to report other than that SNC would not be reviewing the service until 31st March 2009.
 - *highways and traffic (including 30mph speed limit introduction along Low Road; “Speed watch”; and the proposition for a traffic island to be provided to assist crossing the B1113 in the vicinity of the bus shelter – see note provided in correspondence section below.) (AG, DB and PB)*: PB said there had been no objections to the proposed 30 mph speed limit along Low Road which would be introduced during April. After discussion about possible methods of ensuring the limit was observed, it was resolved not to seek volunteers to operate a Community Speed Watch campaign within the Parish; but the Clerk was asked to investigate the costs of obtaining and installing a “flashing” 30 mph sign - although this type of street furniture was not unanimously favoured by councillors. **(Action PB)**. It was resolved to support the proposition for a traffic island to be provided to assist crossing the B1113 in the vicinity of the bus shelter and PB was asked to pursue this with the County Council. **(Action PB)**
 - *security including Home Watch schemes (LTh.)*: LTh circulated a letter which was about to be distributed to the residents of Intwood proposing the setting up of a “Neighbourhood Watch” scheme.
 - *Reading Room (AG)*: this is dealt with at the final bullet point of the minutes of the Annual Parish Meeting. AG added that progress (albeit slow) was being made with preparation of the lease.
 - *horse traffic (LTh.)*: PB said there was no further information about the erection of warning signs for motorists in the vicinity of the stables in Intwood near the A 47 flyover. He would be following this up with Norfolk County Council. It was also being followed up by the police with the County Council.
 - *Travellers (PB)*: this is dealt with at the second bullet point of the Public Participation section of the Parish Council Agenda. It was resolved to set the date for a separate meeting to respond to the *Gypsy and Traveller Development Plan Document: next consultation*.

8. *Planning: PB provided the following information:*

- 2008/1850. Honeysuckle Cottage, Low Road, Keswick. Erection of double garage, potting shed and timber fencing. Extension of residential curtilage. Approved.
- 2008/1926. The Vynes, Low Road, Keswick. Retention of utility extension and erection of kitchen extension. Approved.
- 2008/21112. Tesco Stores Ltd. Main Road, Caistor St. Edmund. Erection of two 10.6 meter high micro wind turbines and associated works for a period of 15 years. Refused
- 2008/2267. Tesco Stores Ltd. Main Road, Caistor St. Edmund. Provision of an automated recycle centre. Refused

- 2008/2343. The Vynes, Low Road, Keswick. Single story rear extension and two new windows. Approved.
- 2009/0031. 5 Eaton Gate, Mill Lane, Keswick. Erection of porch over entrance. Approved
- 2009/0032. Land at Hethersett, Barnham Broom, Caistor St Edmund, Keswick and Intwood, Kimberley and Carleton Rode, Runhall, Stoke Holy Cross, Swainsthorpe, Swardeston, Wramplingham and Ketteringham. Environmental Impact Assessment (EIA). Required.
- 2009/0325. The Old Telephone Exchange, Ipswich Road, Keswick. Conversion of a redundant telephone exchange into a residential dwelling. Outstanding.

The cost and implications of multiple planning applications by national organisations (typically Tesco). It was resolved to carry this item over to the next meeting.

9. Local Government Re-organization:

- *Update (PB):* this is dealt with at the third bullet point of the Public Participation section of the Parish Council Agenda.

10. Correspondence received: The correspondence not covered by Agenda items was noted with no action to be taken.

11. Items for the next meeting: The cost and implications of multiple planning applications by national organisations (typically Tesco). (District Councillor item).

The meeting closed at 21.30.

*Phillip Brooks
Parish Clerk
12th March 2009*