

Keswick and Intwood Annual Parish Meeting on 10th March 2010.
Minutes of the meeting held at The Reading Room Keswick at 19.00.

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

Present: Ruth Ripman Chairman (RR); Alan Gelder (AG); Joe Loades (JL); Kevin Hanner (KH); Hayley Spouge (HS) and Phillip Brooks (PB) (Clerk).

Also Present: Garry Wheatley (Councillor Cringleford Ward) (GW); Oliver Butcher (PCSO); Stephen Codling (Neighbourhood Officer) Broadland Housing Association); and members of the public: Mr. John Baxter and Mr. Peter Leman. Apologies were received from: Christopher Kemp (Councillor Cringleford Ward) (CK); and Daniel Cox (Norfolk County Councillor) (DC).

The Chairman opened the meeting and welcomed the visitors attending. She asked AG (who had been Chairman for the past year) to present his review of the last 12 months.

In his review AG said that:

- the year began with the introduction of the 30 mph limit imposed along Low Road. This followed a traffic survey by parishioners and lobbying the Highways Department at Norfolk County Council (NCC). The road has become particularly busy and is apparently being used as a short cut between the A11 and A140 roads. It also appeared to be used extensively by traffic travelling to and from the hospital
- the bus service to Keswick New Hall has been maintained. There is a daily service between the Hall and the City Centre via Keswick and Cringleford. NCC has advised the Parish Council that the service will be maintained until further notice. It was hoped that the inevitable cuts to be faced by local authorities would not affect this decision
- the Parish Council had responded to South Norfolk Council (SNC) at every stage of the South Norfolk Gypsy and Traveller Development Plan Document (DPD) Consultation. The documents can be seen on the Parish Council and SNC websites. Instead of the original proposals - which included sites at Station Lane, Ketteringham and a transit site at Thickthorn – the recommendations now allocate sites at Old Harleston Road, Earsham, and land to the west of Stanfield Oil Depot, Stanfield Road, Wymondham
- endeavours to get a Home Watch scheme launched met with only limited success. Although there was some support in Keswick, it was insufficient to implement and maintain a fully organized scheme. It was hoped that the lack of Home Watch warning signs would not encourage crime in the area
- over that last few years some £15k had been spent on internal decoration and refurbishment at the Reading Room including provision of a kitchen facility. This is the only village amenity where meetings and social activities can take place. The theft of lead earlier in the year had revealed a problem with the roof but the

full extent of this is not yet known. Professional estimates indicate that work costing in the region of £12k needs to be undertaken and whilst there is scaffolding in place to do some work, it seems prudent to take the opportunity to renovate the entire roof structure. To do otherwise would create a more expensive future problem

- increased activity at the Reading Room has created the need for a car park because current arrangements mean that an accident is waiting to happen. Presently users must park cars on the pavement or road and walk along the carriageway to the building – the problem is acute on Wednesdays when the mothers’ and toddlers’ group meets. The land owner is happy to have a car standing area which requires planning consent and a satisfactory ecological survey. The plan will allow for 17 vehicles with a pad-locked gate at a total cost of about £7k
- it is not presumed right to levy any of these Reading Room costs on the Precept because usage (of the Reading Room) is not fairly spread across parishioners. Moreover, legal advice obtained by the Parish Council, and subsequently confirmed by SNC, is that before any substantial money is spent on the building the Parish Council must have proper legal title to the property thus protecting any public investment made. This has meant the negotiation of a lease between the Gurney Estate (landlord) and Parish Council (tenant) which is almost complete. The legal costs for both parties solicitors to be met by the Parish Council has amounted to approximately £3,000 which will be covered by a grant from SNC
- once the lease is in place the Parish Council will be able to apply for various grants that are available. Last year an application was submitted to COMMA (the Community Aggregates Fund) and, although short-listed, the bid was not ultimately successful. There will be an opportunity to apply again this year but currently an application is being prepared for submission to the “Big Lottery Fund Awards for All” programme for £10k. If successful, this will be used towards meeting the cost of the anticipated roof repairs
- additionally the Parish Council has dealt with various issues connected with planning, crime and footpaths – especially paths in the vicinity of Keswick New Hall. One issue relating to footpaths through the Big Wood (which had been discussed with the Land Agent) had possible implications for shooting activities which take place there. Ultimately, there is the prospect of residents at Keswick New Hall submitting an application (based on use of the paths over a 20 year period) to Norfolk County Council for them to grant a right of way for walkers through the Big Wood.

In answer to questions AG said that:

- the Reading Room was regularly used by a table tennis group, U3A singing group, language classes, mothers’ and toddlers’ music group, structured learning and discussion groups, Lent and carol concerts and various other social occasions. The room was also available for party bookings etc.
- the annual income had risen to about £1,400 as at 31.3.2009
- the landlord for the Reading Room was the Gurney Estate
- the proposed car park would be part of the intended lease.

The Chairman introduced Stephen Codling (Neighbourhood Officer) Broadland Housing Association) (SC). SC said that Broadland Housing Association had been working in conjunction with SNC to manage the Harford Bridge gypsy and traveller site which was the first of its kind in the country. Families had moved in during November and all had gone particularly well – the children were in schools and arrangements had been made for the residents to “sign-up” with local doctors and dentists. He explained that families anticipate living there permanently on the basis of signed open-ended agreements which included paying rent and other charges in exactly the same way as other Broadland Housing Association tenants. Furthermore, the site had a dedicated support worker who was talking to the tenants about gardening projects and engaging with local schools, libraries and play groups generally getting the community integrated. He said there would be an official opening in June 2010.

AG noted that an original planning condition (for the gypsy and traveller site) was that there were to be no horses or livestock grazing on the site (kennels were allowed for dogs) specifically to prevent wandering, but that had not prevented a horse trampling on his garden. Moreover, he had observed another occasion when a horse was being led away from the road by police. Whilst AG recognised that the horses were on an adjacent field owned by Barry Brooks (although it was unclear whether Barry Brooks had given permission for them to be there), he felt this was a fine point and not within the spirit of the planning conditions agreed for the site. Apparently there were about ten horses on the field although one parishioner had observed as many as twenty-one tethered horses. SC confirmed that it was a condition that animals should not be on site and said he would ask the support worker to report back on any violations of the tenancy agreements. He also said he would check whether Barry Brooks had given permission for the horses to be on his land and that he (SC) would report back to the next meeting.

The Chairman introduced Oliver Butcher (PCSO) (OB). OB said that since 25th November there had been just one recorded crime of a car being broken into. The owner had been reminded about the importance of never leaving valuables on show in an unattended vehicle. OB continued by saying that he was liaising with Broadland Housing Association regarding the gypsy and travellers site. He said the tenants were very accommodating towards the police and there was the prospect of arranging on-site education sessions. OB confirmed that improper and dangerous parking on Low Road is the highest priority which includes action identifying the offending vehicles and speaking to the owners. He said he would also be meeting the Keswick Hall Residents' Association in connection with the prospect of opening a police office at the Hall. Finally, OB confirmed that regular patrols of the Hall and car parking areas continued to take place.

The meeting closed at 20.00 hrs.

*Phillip Brooks
Parish Clerk
14th March 2010*

Keswick and Intwood Parish Council Meeting on 10th March 2010.
Minutes of the meeting held at The Reading Rooms, Keswick at 20.00.

Present: Ruth Ripman Chairman (RR); Alan Gelder (AG); Joe Loades (JL); Kevin Hanner (KH); Hayley Spouse (HS) and Phillip Brooks (PB) (Clerk).

Also Present: Garry Wheatley (Councillor Cringleford Ward) (GW); Oliver Butcher (PCSO); and members of the public: Mr. John Baxter (for part of the meeting) and Mr. Peter Leman. Apologies were received from: Christopher Kemp (Councillor Cringleford Ward) (CK); and Daniel Cox (Norfolk County Councillor) (DC).

1. To consider apologies for absence: Resolved to accept apologies from Lars Tibell (LT) presently away from Norwich.

2. To receive declaration of interests in items on the Agenda: KH declared that he had an interest in the planning application 2010/0076 (Land adjacent to A47 and Park and Ride Site, Ipswich Road, Keswick. Provision of a single storey modular building of approximately 30m² within the existing gated gypsy and traveller site to serve as a warden's office) which would be referred to late in the meeting.

3. Public Participation. It was resolved to adjourn the meeting for public participation: GW updated the meeting on local government re-organisation. He said that the present recommendation was for Norwich City to become a unitary authority based on its existing boundaries – no other options were now available for consideration. However, Norfolk County Council (NCC) was formally objecting on the grounds that the change would have an adverse impact on services provided to the County as a whole. He continued by saying that the SNC council tax was being held at the same level as last year. The Council had made savings of £2m last year due in part to a reduction of 40 staff although none had been made redundant. There were, however, threats of a reduction in money for councils with any new government but it had been decided the SNC had sufficient reserves to hold taxes at the present level for the medium term. In conclusion he told the meeting that talks were taking place between SNC and Breckland Council with a view to sharing services – apparently some twenty authorities were already cooperating in this way. There was still a long way to go but there was benefit in the longer term by typically sharing financial and personnel services where the same computer systems were being used. He stressed that there would be no impact on the identity of the two councils and such sharing was quite separate and totally divorced from any unitary related considerations.

4. To confirm minutes of the Parish Council meetings held on 25th November 2009 and 4th January 2010: 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:* matters arising would be covered by subsequent Agenda items.

6. *Finance:*

- *To receive Statement of Accounts for the year to date:* LT had circulated the accounts in advance of the meeting and these were noted
- *To agree invoices for payment in accordance with the budget:* it was resolved to make the annual membership payment of £25 to Norfolk Rural Community Council
- *To agree the appointment of an internal auditor:* it was resolved to appoint Douglas Macdonald for a further year (**Action PB**).

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

- *Home watch:* AG had covered this topic at the earlier Parish Annual Meeting. HS added that she was soon to have a meeting with the Keswick New Hall Residents Association and she would raise the matter with them
- *Highways:* PB said there were a number of items outstanding with NCC which he would follow up with them, especially with regard to pot-holes in Mill Lane. RR said that she too would follow up pot-hole related issues more widely in the villages. HS said she was willing to take on the Councillor responsibilities for the highways portfolio. (**Action PB, RR and HS**)
- *Reading Room:* PB said that he expected negotiation regarding the Reading Room lease to be completed within the next few days. He also said that he expected to submit an application for the Big Lottery Fund Awards For All Grant in the week commencing 15th March (**Action PB**)
- *Proposal to re-name the part of Keswick Hall Road on the Intwood side of the A 47:* the suggestion (from previous Councillor Linda Thursby) submitted via Geoff Bowen (GIS, Gazetteer and Addressing Officer SNC) was favourably considered. Councillors thought Barn Lane would be an appropriate name and this should be conveyed to Mr. Bowen (**Action PB**).

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

- 2009/1847: High Noon Barn, Intwood Lane, Intwood. Proposed conversion of barn to residential use. Approved
- 2010/0076: Land adjacent to A47 and Park and Ride Site, Ipswich Road, Keswick. Provision of a single storey modular building of approximately 30m2 within the existing gated gypsy and traveller site to serve as a warden's office. Outstanding
- 2010/0101: Reading Room, Low Road, Keswick. Proposed new overflow car park to the rear. Outstanding
- Following the Refusal of application 2009/1323 (Land at Keswick Hill Meadow, Bridle Lane, Keswick. Proposed change of use from agricultural land to recreational land. Standing of a caravan, two shipping containers and a garden shed) PB said that SNC had advised him that because of the recent bad weather, the land owner had been given until 15th April to remove the containers. (**Action PB**)

- Abbots Wood – there was nothing further to report. The matter was still being considered by SNC.

9. Local Government Re-organisation: this topic had been covered by GW at paragraph 3.

10. Correspondence received: PB said that he had received a letter from SNC in relation to the South Norfolk Gypsy and Traveller DPD. It said that in accordance with the Planning and Compulsory Purchase Act 2004 s.20, an Inspector had been appointed to determine whether the DPD is sound, and that he had raised some preliminary questions with the Council in relation to the document. GW explained that this was quite normal practice and process. He said that answers to the Inspector's questions had been provided by SNC and he believed that they would be sufficient to satisfy any concerns the Inspector may have.

11. Items for the next meeting (26th May Annual General Meeting and Parish Council Meeting): there were none reported.

The meeting closed at 21.30

*Phillip Brooks
Parish Clerk
14th March 2010*