

**Keswick and Intwood Parish Council and Village Meeting on 11th January 2018.
Minutes of the Meeting held at the Cellar House Public House, Eaton at 18.30.**

Present: Kevin Hanner (KH) (Chair); Janet Hill (JH); Sue Hendry (SH); Marguerite Russell (MR) and Phillip Brooks (Clerk).

Statement by the Parish Clerk. PB opened the meeting by saying that normally a Parish Council meeting would not be held on licensed premises (Local Government Act 1972 Sch. 12) unless no other room was available free of charge or at a reasonable cost. Exceptionally, the meeting was being held at the Cellar House because it had proved impossible to coincide Councillors' availability and use of the Reading Room within the time available to respond to Planning Application 2017/2794 – Land west of Ipswich Road, Keswick, Norfolk (to be discussed during the public participation section of the meeting).

2018.1. To consider apologies for absence: it was resolved to accept apologies from Tim Love (TL).

2018.2. Declarations of Interest: a) in accordance with s.31 of the Localism Act 2011, Members to declare any Disclosable Pecuniary Interests in items on this Agenda; and b) the Clerk to report any written requests for dispensation in respect of items on this Agenda: there were none.

2018.3. To confirm minutes of the Annual Parish Meeting, Parish Annual General Meeting and Parish Council Meeting on 17th May 2017: it was resolved to accept the minutes as a true and accurate record.

2018.4. To agree budget and precept 2018-19: the draft budget attached to these minutes was approved apart from it being resolved that the Clerk should be paid for his period of sick absence in line with his Employment Contract.

2018.4.1. It was resolved to set the total funding requirement for the Parish Council at £5,611 being the same level as last year. However, because the grant from SNC had further reduced from £133.00 in 2017-18 to £63.00 for 2018-19, the Band D charge shown on Council tax bills would increase by £0.21 to £27.60.

2018.5 Public Participation: Resolution to adjourn the meeting for public participation in the Village meeting to discuss Planning Application 2017/2794 – Land West of Ipswich Road, Keswick, Norfolk. 28 members of the public were in attendance and Christopher Kemp (Councillor Cringleford Ward) (CK).

2018.5.1. In response to an invitation from KH to explain the background to the planning process, CK first reminded everyone that being a member of the SNC Planning Committee he must remain absolutely neutral about any advice or guidance given. He explained this was a resubmission of the previous Application (2016/0764) but would not be considered by the same members of the Planning Committee. As time had moved on since the last decision made, so had some members of the Planning Committee. It was therefore important for everyone to make their response again in a way that would be convincing to the Planning Committee. Moreover, it was to be remembered that the previous decision would not be a precedent for this one. He thought it unlikely that the Application would be considered before the March or April meeting of the Committee.

2018.5.2. KH asked a member of the public who had scrutinised the Application to comment on the material issues. He said that the Application: was contrary to policy DM 4.6 of the Council causing significant harm to the Norwich Southern Bypass Landscape protection Zone, and Policy DM 4.5 causing significant impact on the distinctive landscape of the area; had increased the size and nature of the proposed development which would cause significant harm to the undeveloped approaches to Norwich; conflicted with Joint Core Strategy 16 designed to give protection to villages such as Keswick against inappropriate large scale development; would make the traffic system far worse as the junction improvement is negated by the additional traffic generated which is contrary to the Local Plan Inspector's test that KES2 must have a positive impact on the local highway network; and did not demonstrate a need for the development nor that existing and approved developments don't have sufficient capacity to meet current and future needs. Overall, the benefits versus harm of the proposal is heavily weighted in favour of the latter and should therefore be rejected.

2018.5.3. Subsequent discussion endorsed these concerns together with other issues arising especially that the necessity for the proposed roundabout and other highway improvements is not justified. Many suggest a slight widening of the B1113 and A140 junction to allow sufficient queuing space for a right hand turn would be sufficient, or even just a white line guiding cars to queue two abreast would be beneficial. Some residents suggested a fund raising campaign within the Parish to commission an independent traffic and road assessment survey to challenge the Developer's proposals.

2018.5.4. KH concluded the meeting by assuring everyone that their views and comments would be included in the Council's response to SNC which would be published on the SNC Planning Portal. PB said that any further news or information would be published on the Home page of the Parish Council's website.

The meeting closed at 20.10.

Phillip Brooks
Parish Clerk
17th January 2018.

Keswick and Intwood Parish Council. Draft Budget 2018-19.

	2017-18 (Budget)	2017-18 (Actual)	2018-19 (Budget)
Receipts	£	£	£
Precepts and Grant	5,600	5,611	5,600
VAT Refund	-	-	-
Interest on Deposit Account	-	-	-
Other Income	-	-	-
CIL Payment	-	585	-
Total	5,600	6,196	5,600
Payments			
NALC Subscription	124	128	130
Training	150	-	150
Audit Fee	-	-	-
Internal Audit Fee	45	45	50
Insurance	590	572	580
Clerk's Salary (inc. PAYE)	2,630	1,953	2,650
Clerk's Expenses	400	362	400
Ladywell Accounting (PAYE Service)	35	35	40
Legal Expenses and other fees	-	-	-
VAT Recoverable	50	355	50
Reading Room Maintenance	500	-	-
Sundry	200	1760	200

Contingency for asset replacement	150	500	500
Total	4,874	5,710	4,750
Budget Surplus	726	486	850

Notes:

2017-18 Outcome:

The projected budget deficit of (£240.00) is made up as follows:

• Additional income	£ 596
• NALC Subscription	(4)
• Training	150
• Insurance	18
• Clerk's Salary	677
• Clerk's Expenses	38
• VAT recoverable	(305)
• Reading Room	500
• Sundry	(1,560)
• Contingency	(350)
• Total	<u>£ (240)</u>

Additional Notes.

Explanation of significant variations:

- Additional Income. This arose mainly from an unexpected CIL payment of £585 and £11 rounding in calculating the precept.
- Training. None was undertaken or paid for this year.
- Clerk's Salary. No salary was taken during the Clerk's three months sick absence.
- VAT recoverable. This is tax recoverable from payment for the solar powered light.
- Reading Room. No contribution to Reading Room costs was made during the year.
- Sundry. The variation is due to payment for the solar powered light (£2,040.00) although this is offset to an extent by a grant of £1,275 from SNC and the VAT remains to be recovered. The actual cost to the Parish Council was £425 but this is more than covered by the unexpected CIL payment.
- Contingency. The Council agreed to increase this from £150 to £500 for any asset replacement.

2018-19 Assumptions:

- The total precept and grant remains the same although a further reduction in the SNC grant will probably mean a marginal precept increase to maintain the same income for the Council.
- There is no significant income anticipated from CIL.
- Training will get back on course to meet the requirements of the Local Council Award Scheme accreditation.
- There is no anticipated external audit fee but the new audit arrangements remain unclear.
- The Clerk's salary has been included as the full annual amount with a small national increase currently being negotiated.
- Provision for a small increase has been made in the Ladywell Accounting fee.
- VAT recovery has been included at a more typical level.
- No provision has been made for contributing to Reading Room expenses. The Reading Room accounts are in a very healthy position (better than they have been for some considerable time) due to the almost daily use of the premises.
- The same provision has been made for asset replacement.
- No provision has been made for obtaining professional help in connection with any major planning application or any other unexpected expenditure.

Phillip Brooks.
Clerk and RFO.

31st December 2017.