

DRAFT

Keswick and Intwood Parish Council Meeting on 3rd October 2018. Minutes of the Meeting held at the Reading Room, Keswick at 19.00

Present: Kevin Hanner (KH) (Chair); Sue Hendry (SH); Marguerite Russell (MR); Tim love (TL); Monica Warmerdam (MW); Jan Hill (JH); and Phillip Brooks (Clerk).

Also Present: Ten members of the public were in attendance.

2018/56. To consider apologies for absence: there were none.

2018/57. 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: JH declared an interest in Agenda item 2018/61 Planning: To consider Planning Application 2018/0468. She took no part in the proceedings relating to this item.

2018/58. Public Participation: Resolution to adjourn the meeting for public participation and any County and District councillor reports. There were no reports.

2018/58/1. KH brought forward discussion of Planning Application 2018/1835 by saying the Parish Council had not changed its views from the previous Application 2018/0468. It was unacceptable that:

- the Application creates a new development boundary that is contrary to Policy DM 4.5 of the existing Local Plan in relation to the protection of Landscape Character and River Valleys;
- the northerly margins of the site falls within Flood Zones 2 and 3 thus being subject to the highest probability of flooding;
- the proposed construction is discordant with other buildings in the vicinity and does not (apparently) follow design advice provided by South Norfolk Council;
- the Council believes there are outstanding issues relating to the Applicant's proposed access to the site from the public highway; and
- the Council understands the South Norfolk Five Year Land Supply for future development is close to being achieved thus reducing the need for future ad-hoc housing development.

The majority of members of the public attending were in agreement.

2018/58/2. A resident remarked on the untidy state and tardy appearance of the village, particularly regarding the highways and verges, sweeping, and overgrown trees and shrubs near the roads and paths. PB said NCC had undertaken the final cut of verges for the year. TL agreed to work with the resident and explore with NCC what could be done to improve the situation; and also to review with land owners how they might contribute to improving the look of the village. (**Action TL**).

2018/59. To confirm minutes of the Parish Meeting on 4th July 2018: it was resolved to accept the minutes as a true and accurate record of the meeting.

2018/60. To report matters arising from minutes not on the Agenda: for information only: there were none.

2018/61. Planning Application 2018/1835. Demolition of existing stables, to erect a self-built single family two storey dwelling: Councillors (excluding JH) voted unanimously to refuse this Application for the reasons summarised in Agenda item 2018/58/1 above.

2018/62. Regulation 18 Consultation. Greater Norwich Local Plan – additional sites: detail about the additional sites lacks clarity but four have potential to impact on the Parish. Three are within the Parish and another in the adjacent parish of Caistor St Edmund. The site references and limited details available include: GNLP 2014 Intwood Road residential and office development; GNLP 0012 Land North of Eaton Gate four houses (but also linked to planning application 2018/1835); GNLP 0497 further development adjacent to 2017/2794 land west of Ipswich Road Keswick; and GNLP 2158 Commercial Development in Caistor. PB said that not all of the sites may be accepted after the initial assessment process but equally others may be added. It was resolved to await the final Consultation Document and join with Caistor St Edmund to ensure a robust and coordinated response across the parishes.

2018/63. Community Speed Watch – proposal to introduce a scheme within the Parish: PB said six committed volunteers were required to operate the Scheme. The volunteers would be police trained to operate the equipment, the administrative process and appropriate locations to check speeds. The police had undertaken to follow up with a personal visit any reported abuse by drivers within 24 hours. Five people said they would join the Scheme but it was resolved not to proceed further until the spring.

2018/64. Purchase of a new computer for the Clerk: Councillors reviewed proposals from the Clerk and resolved to purchase a new machine and service agreement from Teknik Computers.

2018/65. Theft of Royal Mail letter box and target date for replacement: TL said he understood that the box would be replaced by Christmas and that he would be doing everything possible to ensure there was no delay.

2018/66. Reserve Power Station Proposal off Mangreen: MR summarised proposals for the project which occupies about an acre of land. The proposed plant, operated by Clearstone Energy, is designed as part of a government programme to build power stations providing capacity to supplement the National Grid at peak times. The proposed gas fired plant is the most flexible form of power generation and can be online within 15 seconds. It will back up supply to the surrounding area for two decades thus avoiding power fluctuations and blackouts in the South Norfolk area. This site off Mangreen Road is already occupied by two large substations and is of little agricultural use. It will provide eight jobs during construction and four during operation which it is anticipated will be sourced locally. No impact on the Parish is anticipated, apart from the benefit of a secure electricity supply.

2018/67. Proposal to instate a 30mph speed limit along Keswick Hall Road: there appears to be a significant increase in traffic throughout the day using Keswick Hall Road. This is thought (mainly) to be connected with business activities undertaken at the Hall and the increased use of van deliveries made by couriers. Because there are no footpaths and the National Speed Limit applies, pedestrians are vulnerable to vehicles being driven too fast for the road conditions. PB said he would explore with NCC Highways Councillors' suggestions to introduce a 30 mph speed limit from the Hall to the junction of Keswick Hall Road and Low Road. **(Action PB)**

2018/68. Finance:

- *To agree invoices for payment in accordance with the budget:* the following cheques had been signed since 4th July: Teknik Computers £130.00 (Cheque 100543); Ladywell Accounting Services £32.00 (Cheque 100544); HR Payment £400.90 (Cheque 100545); HR Payment £267.60 (Cheque 100546); Phillip Brooks expenses £50.34 (Cheque 100547).
- *To receive a Receipts and Expenditure Statement:* it was resolved to accept the Receipts and Expenditure Statement attached to these minutes. Councillors agreed that the level of reserves was appropriate bearing in mind uncertainty about possible future major planning issues for which the Council may need professional support; and the possibility of having to “match fund” possible road safety improvements, especially with regard to traffic and pedestrian safety along Low Road.

2018/69. Parish Issues: To receive any updates relating to:

- *Highways:* PB said that an advance warning sign about the vehicle weight restriction which applies from the Mill Lane junction through the village will be placed at the Low Road and Mulbarton Road junction. This will provide adequate warning for drivers not to enter Low Road and find they are unable to turn around on reaching Mill Lane. The weight restriction sign itself cannot be brought forward to the junction because the restriction does not apply to the additional section of road. PB said he did not have a date for the sign to be installed.
- *Police:* as item 2018/63 above.
- *Reading Room:* PB said he had still not been able to contact the Reading Room Committee Chairman as his calls were not being returned. He would continue to pursue this with other members of the Committee. One Councillor reported being unable to make contact for a booking and had no choice other than to take accommodation elsewhere. **(Action PB)**
- *Litter Picking:* nothing to include other than one picker reported having received “appreciative honks” from passing motorist.

2018/70. Planning:

- *To receive any updates relating to planning application 2017/2794 especially with regard to traffic and pedestrian safety along Low Road:* KH said he had invited the Developer to attend the meeting and update Councillors on what was planned regarding progress for the site. Unfortunately, he had received no response.

2018/71. Correspondence received: there was none.

2018/72. Items for the next meeting: there were none.

*Phillip Brooks
Parish Clerk
10th October 2018.*

Receipts and Expenditure to 3rd October 2018.

Receipts:	£
Balance brought forward	9,780.14
Precept 24.04.17	2,774.00
Grant 24.04.17	63.00
VAT repayment 11.04.18	392.71
Total:	<u>13,009.85</u>

Expenditure:	
Phillip Brooks Training (CQ 533)	10.00
Internal Auditor's Fee (CQ 534)	45.00
Phillip Brooks Training (CQ 535)	35.00
Phillip Brooks expenses (CQ 536)	93.48
Teknik Computers (CQ 537)	84.99
Information Commissioner (DD)	35.00
HR Payments (CQ 538)	401.30
HR Payments (CQ 539)	267.20
NALC Subscription (CQ 540)	158.77
Summer Conference fee for PB (CQ 541)	49.50
Chris Hare Cleaning (Bus Shelter) (CQ 542)	100.00
Teknik Computers (CQ 543)	130.00
Ladywell Accounting (CQ 544)	32.00
HR Payments (CQ 545)	400.90
HR Payments (CQ 546)	267.60
Phillip Brooks expenses (CQ 547)	50.34
Total:	<u>2,161.08</u>

Balance: **10,848.77**

Budgeted and other expenditure for remainder of year:

Training	105.00
Insurance	580.00
Clerk's Salary and PAYE	1,337.00
Clerk's Expenses	207.00
VAT recoverable	50.00
Sundry expenses	200.00
Contingency for asset replacement	500.00
Total:	<u>(2,979.00)</u>

Other budgeted income for remainder of year:

Precept	<u>2,774.00</u>
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Balance: **10,643.77**

End of Year Balance: **10,643.77**

Notes:

1. All amounts include VAT as appropriate.
2. £23.91 is held in our deposit account.

Phillip Brooks (Clerk and RFO).

26th September 2018.