

CASTLE ACRE PARISH COUNCIL

Minutes of the Parish Council meeting held in the village hall on Thursday 12 April 2018

Present: Mr L Fisher (LF) Vice–Chairman Mr N Patrick (NP)
Mr T Hubbard (TH) Mrs H Breach (HB)
Mrs S Moister (SM) Mr M Tate (MT)

In attendance: Ms L Roast (Clerk), and eight member of the public.

Apologies: Mr G Middleton (County Councillor), Mr M Hickey (MH) Chairman, Mr S Allen (SA), Ms C Williams (CW), Mr J Moriarty Borough Councillor (JM)

- 1. Minutes of PC meeting Thursday 1 March 2018** – proposed by Mr Tim Hubbard, Mr L Fisher seconded. All agreed.
Minutes of planning meeting Thursday 29 March 2018 - proposed by Mrs Sheila Moister, Mr Martin Tate seconded. All agreed.

- 2. Holkham presentation of revised plans for Hybrid Massingham Road development – John Western of Lucas+Western Architects and James Bracey of Holkham Estates.**
James Bracey opened stating this was the third meeting with the PC. The principal of the development in this location has been accepted by both the PC and the Borough Council of King’s Lynn and West Norfolk (BCKLWN). Holkham have tried to accommodate and respond to previous PC comments and were disappointed with the PC formal objections logged with the BCKLWN. Holkham have made several compromises and numerous changes during the process and hoped that the latest revised proposals may gain PC support. Mr Western emphasised that many key minor design details and features of any development are very important to the eventual success. However, these are not all defined, due to the level of detail of the planning process. Holkham indicated that the current proposals have tacit BCKLWN approval – however, if the PC objects to the latest revision, they will go to committee.

Site Plan – key changes. The road layout has been amended and Highways objections have been addressed. BCKLWN are keen to see more flint on the semi-detached affordable houses fronting Massingham Road to make them more in scale with the existing development. The planners are aware that it is prominent location, sighted when entering the village. Front door access changed to the first affordable unit, placing it on the side to make the dwelling look like one large building. The position on site for these two properties still remains on the Massingham Road because it allows the parking to be at the rear (2 spaces per dwelling). Most ‘open market’ dwellings require parking at the front or side. It also allow the owners more control over parking (i.e. make parking a condition of the lease). A flint wall is added to the Massingham Road frontage to stop on the verge parking.

Plot 3, a 3 bedroom unit has been moved away from the corner of the plot, however, not a significant distance as it would isolate the affordable houses from the rest of the development. Again, more flint added as per BCKLWN request. Minor positional movements have been made to make the development look ‘less formal’. The gable end positioning is deliberate.

LF asked whether the provision of starter homes, previously discussed with the PC, been adopted and had the north-west area had been allocated for this use. Answer: a new planning application would be required for this area but that 3 to 4 dwellings were being considered for this area, possible semi-detached residences. TH asked whether these would be considered windfall or additional properties LDF looking for 12 additional properties already. No definitive answer.

MT asked why there is an area of road that is un-adopted. Answer: BCKLWN wanted un-adopted area in the cul-de-sac meaning that a tenants/owners association would need to be put in place to manage upkeep.

Water/sewage supply provisions have been deemed suitable, although no details given.

Landscape scheme – potential for gardens and trees.

LF asked why the plans were not on the BCKLWN website yet. Mr Bracey replied that they had been submitted to BCKLWN for at least three weeks. He was unsure why they could not be viewed yet. The PC confirmed that they had not yet received a BCKLWN Planning Consultation Notice.

- 3. Agenda order change:** LF proposed that the Castle Acre Summer Ball item included in Correspondence be brought forward to accommodate the residents at the meeting. Agreed. LF read out the email from the Summer Ball Committee chairman “...*inform you all that we have changed our venue to the Holkham Field overlooking the priory, the fencing has been moved at a cost to us to facilitate the marquee, and the good news is that Holkham Estate have agreed that we can keep the fencing in place for future events. Our chosen charity this year is the East Anglian Air Ambulance, I have also personally been to see the nearby houses to inform them of our ball, everybody was supportive of our ball.*”

LF opened the meeting up to the residents who said they were happy to support the ball but there had been a lack of communication between the committee and residents.

Resident main concerns were:

- 1) **Widening of entrance.** This would allow access to oversized vehicles and encourage overnight parking - Damage to nature reserve at the north end – original gatepost had been removed – Believed the gate should be replaced.
- 2) **Parking and traffic control.** Worry over people damaging the verges – utilising parking in Priory carpark not been confirmed, and this is limited to 22 spaces – not enough to accommodate demand? Traffic would need to be managed on the evening – Eagles Coaches need to be informed – Emergency vehicle access would need to be maintained.
- 3) **E-mail.** Concern about what how many ‘future events’ as per Ball Committee e-mail.
- 4) **Risk assessment** – would need to be put in place.
- 5) **Finish time.** Discrepancy between what residents have been told and what is printed on tickets.

Residents asked that the PC write to the Ball committee to address their concerns. PC Agreed. LF to draft letter.

Agenda order change: LF proposed a concern about Playing Field Health and Safety issue be brought forward to accommodate the resident at the meeting. Agreed.

Photographs were shown of scrap metal, posts and sharp objects that are on the basketball court. Resident concern is that children could be hurt and that the court is unusable. Playing Field committee members at the meeting said that the safety issue would be addressed ASAP and then discussed at the next Playing Field Committee meeting.

4. Actions from previous meeting:

28. Bailey Gate – Highways have been reminded of posts. The 1065 road signs promised by Highways not yet installed.

6. Dog waste bin at Minns Meadow – the Clerk has asked for a quote but not yet in.

49. County Council Highways £500 funding – the proposal for funding work at Archer Lane and restructuring the traffic island at Town Lane/Massingham Road has been received by NCC (GM) and has been passed to Highways for consideration. No news.

51. Replacement Street signs at Blind Lane and Pales Green – not information available.

Newton Road Bridge flooding – E-mail received saying that a technician would be sent to look at bridge to decide whether to add more gullies.

54. Minns Meadow walk boardwalk – TH sourcing suitable chicken wire for the boardwalk surface.

60. South Acre Road trees – An on-site meeting between TH and Holkham has taken place. Holkham have removed split tree in Orchard Lane and the tree at the end of Back Lane will be felled. Holkham confirmed they would tidy up South Acre Road.

79. Repairing posts on Stocks Green, village gates, repainting seat and litter bin at Ford - The post to be repaired by contractors currently working on Stocks Green. Village gates have been cleaned by village team and one coat of paint put on. The Clerk has asked for quote for other items but this has not been forthcoming to date.

Paperbank location – This to be confirmed at next meeting.

99. Litter bin at Village Hall – Contractors moving bin to store at hall. No street furniture license is required as it is on private land (English Heritage) who have agreed to the bin.

East Green posts – NP installed posts - thanks from PC.

104. General Data Regulations – The Clerk is working this issue.

New Bus Shelter – Deferred to next meeting.

106. Playing Field trees – Trees adjacent to Boundary Cottage on the Playing Field have been inspected by Councillor Tim Hubbard and Greenman Woodlands. The electricity lines causing concern are heavy duty bonded, and in their opinion, offer no immediate safety issues. The Clerk requested to contact UK Power Networks to request a routine inspection.

New Bus Shelter – Deferred to next meeting.

110. English Heritage Notice board position – Inside the EH gate on the right hand side. It will also display Health and Safety guidelines.

5. Health & Safety matters (including tree report)

Tree inspection – Ongoing.

Playing Field – Basketball court detritus a health and safety issue – to be removed ASAP.

6. Matters requested by Councillors

Accounts – External Auditors PKF

Auditors have been sent an exemption form as the Council budgets are less than £25,000. Auditors have accepted the Parish Council exemption. Councillors agreed to exemption.

Footpaths 2026 deadline - definitive map modification orders (DMMO) update

The Clerk presented a folder produced by the PC Footpaths office. The Footpaths Officer would produce at least 10 folders which would include footpaths maps to be presented to Norfolk County Council (NCC) for consideration as Rights of Way before the 2026 deadline. NCC requires evidence that at least 10 persons have walked each footpath - included in the

folder would be the appropriate NCC forms. The folder presented to the Parish Council was a indicative only. Requirement to determine which Rights of Way the PC would like pursued.

The footpaths presented:

- 1) Chimney Street to Churchyard – PC agreed should be submitted to NCC
- 2) Nar Valley River Walk - PC agreed should be submitted to NCC
- 3) From south west corner of Water Meadows to Newton Road - PC agreed should be submitted to NCC
- 4) Water Tower - PC agreed should be submitted to NCC
- 5) Back Lane to West Acre Road – the PC thought this was already a Right of Way and asked the Clerk to clarify the process with the footpaths officer i.e. whether all existing Rights of Way needed to be submitted to NCC as well.

The PC was keen not to lose any footpaths and asked whether the Footpaths Officer could be invited to come along to the next meeting. As evidence was required to support application, it was suggested that a weekend be set aside at some point and residents invited through the Nar Valley News to the Village Hall to collect folders and walk the paths. Possibility of getting Ramblers Association involved.

Parish Workshops meeting update 5/6 March - MT reported back on the meeting about housing and developments in Norfolk.

- Government pushing to get more homes built.
- Lots of houses being built but these are not necessarily primary dwellings.
- Future planning permissions will have a time-limit to stop developers sitting on land
- The National plan will have to be adapted and Neighbourhood Plans will have to conform – themes emerging are house numbers, allocation of sites, expanding development, second homes, design and layout policies, in-fill sites.
- Local Authorities must support parish Council Neighbourhood Plans and the LDF and ensure PC's have access to professional help.
- Reduction in consultation times to 14 days. Reduction on threshold of planning appeals – was 20% rejected; now to be 10%, thus planning will move faster.
- National concern: are the new houses being built actually addressing the housing shortage?

TTSR Green cutting 2018 season – Quote presented 1% higher than last year. TTSR have already started cutting the village greens. It was agreed to maintain their contract for this season. The Clerk requested to get quotes in the autumn from TTSR and two other contractors.

6. Planning

18/00416/F Variation of condition 24 of planning permission 16/02057/F: E-mail read out from Patrick Grange Developments. PC had supported the minor changes to plots 3 and 4 of Massingham Road new houses. The developer thought the Borough Council's rejection of the changes illogical.

Premier Stores roof windows to west – The Clerk received a phone call from a neighbour concerned that the roof windows currently installed do not meeting the planning condition of frosted and fixed – neighbour liaising with shop owner. It was reported that the shop owner had agreed to change the windows to meet planning requirements.

7. Correspondence

SAM 2 shared with Sporle PC – Sporle PC would like to buy their own SAM2 unit and have asked if the PC wish to buy them out. The PC declined.

Final recommendations of Local Government Boundary Commission

E-mail sent round to councilors. Final recommendations confirm that the Castle Acre Priory Ward will be amalgamated with neighbouring area and be called *Massingham with Castle Acre*.

Sewage Line – Anglian Water

A new line is being installed from Swaffham to Castle Acre. The Clerk to request information from Anglian Water.

Castle Acre New Bus Timetable

A more comprehensive timetable is to be introduced later this year, planned for September, with buses linking Pentney, Narborough, West Acre, Castle Acre and Swaffham. The new weekday timetable includes 5 bus services to Swaffham, spread throughout the day, with 4 return services. In addition, there will be 2 services to and from Swaffham on Saturdays. There will no longer be a need to book, as the buses will be scheduled to call at the village. The new timetable includes services leaving Castle Acre and linking with the X1 at Narborough Green for onward travel to and from King's Lynn. The direct service to King's Lynn on Tuesdays and Fridays by Peelings will no longer be running from January 2020 due to new vehicle accessibility legislation.

Consultation on Norfolk Access Improvement Plan

E-mail sent round to councillors about new 10 year plan for improving Norfolk's countryside access. NCC invites views to the draft plan at www.norfolk.gov.uk/naip.

8. Reports

Highways –still waiting for various requests to be actioned, including Archer Lane drainage.

School – No report.

Village Hall – Hall re-decoration underway and three live music events booked for 2018.

CAPFA – Duck Race on 13th May.

Neighbourhood Plan (NP) – MT reported: Successful and well attended drop-in session on Saturday 7 April. Useful information collected. MT thanked the NP team and the PC support for getting the event up and running.

BCKLWN – No report.

County Council – No report.

9. Accounts to be paid

Mr Neil Patrick proposed, Mr Tim Hubbard seconded payments.

Berrymans Glass Recycling Ltd (URM UK Ltd)	£ 35.34 (£5.89 VAT)
E.on Energy (electricity)	£ 75.18 (£3.58 VAT)
Borough Council King's Lynn & West Norfolk (dog waste)	£ 494.21 (£82.37 VAT)
Norfolk Association of Councils (Being a Councillor Training)	£ 66.00 (£11.00 VAT)
Gary Lake (First payment playing Field cutting)	£ 950.00
Linda Roast (clerks Wages)	£ 512.00
NALC subscription Fee	£183.48

Holkham Estates Allotment rent 11April to 10 October £100.00

**Amounts vary from Agenda because of late arrival of invoices*

*** Estimate only as invoice not yet received*

**** Amount varies from Agenda due to Clerk error*

10. Village Maintenance

Street Light Village Hall – Light is not working – the Clerk to report.

Blind Lane – Road needs sweeping and tidying – very muddy. The Clerk to request Borough Council Highways sweep.

11. Public Question Time

Recycling Area – Resident said that the area was not conducive to visiting because it is dirty and a mess. The PC asked if the resident had visited recently as it the area had been cleaned and swept. The resident was unsure.

Parking Sign to Priory - Can English Heritage be persuaded to put in a street sign at the top of Pyes Lane pointing people to the Priory parking? The Clerk to find out if this is a Highways request.

The meeting closed at 9.40pm.

The next full Parish Council meeting is on Thursday 10 May at 7.30pm, preceded by the Annual General Meeting at 7pm in the village hall.