

Castle Acre Parish Council

Clerk: Mrs Libby Firth, 7 Sandles Court, Back Lane, Castle Acre, Norfolk PE32 2XF

Telephone: 07825229345

Email: libbyofirth@gmail.com

Minuted record of Parish Council business conducted via Zoom video online meeting 10 December 2020

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

In attendance: Mrs L Firth (Clerk), Mr J Moriarty (JM) (Borough Councillor) and three members of the public.

56. Apologies: Mr S Allen (SA), Mrs S Moister informed Clerk that she would be late in joining the meeting.

Apologies not received: Cllr G Middleton (NCC).

57. Minutes of online zoom PC meeting held 12 November 2020

LF proposed approval of the Minutes and MT seconded.

58. Health and Safety - reports on any new H&S

TH reported on an assessment whatever thinning work might be required on five Stocks Green lime trees before March 2022, he estimates two days' work at £1,500 plus two day hire of a cherry-picker at £300 pd. Total £2,100. This estimate to be confirmed through competitive tender.

59. Updates on actions required from previous meetings

41. Surface water flooding

No further updates since the last meeting.

29. Purchase of traffic safety mirror Massingham Rd/Back Lane junction

Freebridge HA gave permission to erect a traffic safety mirror on the bank where Town Lane meets Massingham Road. Cllrs agreed the Clerk can purchase the mirror, with payment due on receipt of delivery.

34. Damaged bench on St James' Green

A former resident, who grew up in Castle Acre with fond memories of her and family sitting on the bench at St James' Green, contacted the Clerk with a plea to save and repair the bench as opposed to replacing it. Cllrs agreed to do so. SA to report to the Council once the bench has been removed and the damage assessed.

40. HGVs excessive use of Newton Road/Town Lane

MH, JM and a resident met with Andy Wallace (AW) from Highways on 8 December to review the issue of HGVs' excessive use of Newton Road/Town Lane as a through route. AW advised that a weight restriction traffic order on Newton Road would cost approx. £10,000, including a traffic weight usage survey. Newton Road bridge was strengthened

several years ago to take 40 tonnes + weight. Agreed to continue monitoring HGV traffic, particularly during the beet collection season and to obtain a quote from an independent contractor to undertake an HGV frequency and weight survey on Newton Road. AW explained that it would be difficult to get commercial Sat Nav data altered to remove Castle Acre as a through route. The reported dip in the road outside of No.1 Newton road is set to be repaired in February 2021.

47. New hedging on churchyard perimeter with Chimney Street

TH reported that he and MH met to review the planting of shrubs/hedging on the southern churchyard boundary, eventually to obscure the large, unsightly brick outbuilding at the back of a residential property on Chimney Street. The PCC representative is content for this work to be carried out. MH will assist TH and two residents with planting over this winter.

54. Jubilee Road sweep request

Following reports from both JM and NP about excessive debris on Jubilee bridge, the Clerk raised a ticket on the Highways portal to request its removal. Highways closed the ticket advising that it did not meet their intervention criteria. Clerk agreed to go back to Highways with photos of the carriageway and re-request the debris be cleared as the location is too dangerous for volunteers to carry out the work.

54. English Heritage (EH) - castle car park charges and other matters

Clerk invoiced EH for the waste collection cost of emptying the litter bin on the castle car park. EH has requested whether their head of 'Free Sites Team, South' could address the Council on Zoom to discuss the sites in the village in a wider context. Cllrs agreed and the Clerk will invite that person to the January PC meeting. MH asked if Cllrs now wish to purchase a new dog waste bin for the Castle Square castle entrance. Decision deferred to the January PC meeting.

49. Village newsletter - progress report

MH reported that the draft Castle Acre Voice newsletter is progressing well. Most articles are in, the designer has found an alternative printer at £296 for 600 copies, including print, folding and delivery. Sale of advertising space to be concluded. The first printer's proof will be ready in mid-January for production and delivery to residents end February, early March.

MH announced that item 5 and 6 on the agenda would be swapped around for the sake of the members of the public who are attending the meeting to discuss planning applications.

60. Planning

- Ref: 20/01637/F. First floor extension to dwelling and replacement of an existing leylandii hedge to the Pyes Lane boundary with a close boarded fence at Motte House, Pyes Lane.

Following clarification via Zoom with the agent on certain points and after participation by residents adjoining the property, Cllrs agreed to support the application but requested a comment that natural shrubs/hedging should be planted on the southern side of Pyes Lane in the gap between the carriageway and the new fence to create a natural softening. Such planting will help mitigate Historic England's concerns about a change in appearance within the Conservation Area. LF proposed approval and NP seconded. MT, SM, TH, HB, LM voted to support. MH abstained.

- Ref: 20/01668/F. Extension of outbuilding and change of use to guest annexe at The Willows, Newton Road.

Cllrs support this application but requested consideration of two planning conditions: 1. that the proposed guest accommodation is incidental to the main dwelling and shall be retained as an annexe under same ownership with no separation of the annexe as a separate dwelling with its own postal address and utilities. 2. access to the site: the current single access to the highway would continue to serve the house and annexe with annexe parking confined onsite to avoid additional congestion on Newton Road. LF proposed approval and MT seconded. NP, SM, TH, HB, LM voted to support. MH abstained.

61. Matters requested by councillors

Agreement to spend £386 researching youth support activities (via YMCA)

Following last month's presentation by a Castle Acre resident, a Senior Youth Engagement Worker for YMCA, a cost breakdown of £386 was submitted. MH proposed Cllrs agree to start this local research at the stated cost. Noted this research will be extended to both Litcham & Narborough schools. HB seconded the proposal and stressed that such research is critical when applying for funding. All agreed.

PC budget 2021/22 review

MH reviewed the draft budget and explanatory notes sent out earlier to Cllrs. Standard and new expenditure figures were tabled and agreed or adjustments considered. The £2,328 CIL receipts from the Massingham Road housing development (payment date uncertain) will not feature in the 2021/22 budget. MH to re-work the figures in the light of Cllrs suggestions for consideration and approval at the January PC meeting when the new Precept charge will be agreed. The January Minutes will contain a full report of the agreed 2021/22 income & expenditure figures.

*SM joined the meeting 8.49pm

Approve statement to Borough Council Monitoring Officer

MH told Cllrs that, after twenty weeks, there is still no decision on the glamping pods application ref: 20/00573/FM. Aspects of this process are of great concern to the Parish Council. However, it was agreed not to make any formal representation at the present time and to allow the Borough Council further time to communicate their intentions. JM was thanked for his support on this matter.

62. Correspondence

SAM2 stats report for Massingham Road

Thanks to the PC volunteer for submitting the SAM2 speed monitoring sign data, covering the period 2 to 24 November, on both Massingham Road and Newton Road - entry into the village. Along Massingham Road, drivers kept in general to the 30 mph limit - due perhaps to the recent increase of parked cars - while vehicles along Newton Road exhibited a lower yet still significant number of infringements over 30 mph. Clerk to continue requesting the local police Beat Officer to conduct speed checks on Newton Road as and when possible.

Environment Bill – sewerage discharge into rivers

MH received an email and attachment from a resident to our MP, James Wild, asking him to support amendment 200 of the Environment Bill, leading to the phasing out of raw sewerage discharge into seas and rivers. The resident made particular reference to the recent leak from the Castle Acre sewerage pumping station, which might have endangered the pristine River Nar. The resident suggested the PC might wish to add its support to this amendment. Agreed. Clerk to send to our MP.

63. Reports

Highways

MH explained that the 12 month delay in replacing the second sign on the A1065 to Castle Acre, at the first junction coming from Swaffham, by one directing restricted traffic onto the Newton Road junction, was due to misunderstandings between West Area Highways (the organiser) and South Area Highways (the budget holder). The sign has finally been ordered and 'may' be erected soon. MH also confirmed that the replacement sign for the Massingham Road/Town Lane junction had also been ordered.

Village hall

No new update.

CAPFA

MH explained that, at a recent Zoom committee meeting, the PC's suggestion to erect new public toilets to the side of the pavilion was not discussed, though earlier e-mail responses from committee members were not in favour. MH had enquired why the Covid £10,000 business support grant, awarded last July and paid into the account of the cricket club, had not been transferred to CAPFA's account. MH clarified that the Borough Council recognises CAPFA as the correct party to register the pavilion for business rates (zero rating). However, historically, this has been in the name of the cricket club. This had not been changed to CAPFA as agreed in 2015/6. Therefore the cricket club was able to claim the pavilion's business support grant through the Borough Council. MH explained that CAPC owns the playing field and pavilion. CAPFA manages both under a service level agreement with CAPC. The football, bowls and cricket clubs pay £280 each pa. for the use of the pavilion etc. Other organisations can use/hire the pavilion with CAPFA's approval.

The £10,000 is now in an escrow account. CAPFA committee members will decide how that substantial and welcome amount should be spent. The pavilion's business rates registration will be changed to CAPFA.

Neighbourhood Plan

MT reported: The draft is still going through Reg.16 consultation. The Borough Council has approached an external Examiner to start in the new year.

BCKLWN

JM reported: Corporate Performance Panel will meet and discuss how the reviewed Local Plan might be better publicised to parish councils and the general community; there is an ongoing spending review on how the Borough's accumulated CIL receipts might be spent; Cabinet is attempting to cut the time Cllrs might question them at full Council.

64. Accounts to be paid:

Berrymans Glass Recycling Ltd (URM UK Ltd)	£36.00 (£6.00 VAT)
E.on Energy (electricity)	£66.09 (£3.15 VAT)
Clerk's expenses - Zoom monthly account	£14.39 (£2.40 VAT)
East Green leaf clearance fee	£100.00
Greenman Woodlands - work on cherry trees	£275.00
Compass Point NHP consultation fee	£160.00

TH proposed approval of the accounts and LF seconded.

65. Village Maintenance

Potholes - outstanding repairs

Clerk is monitoring all tickets raised for potholes on Highways' portal website. All due to be repaired except those on De Warrenne Place, which Highways claim is NCC's responsibility. JM disputed this, citing a document listing Borough Council assets and De Warrenne Place is on the list. Clerk to contact BC to seek repairs of the various potholes on De Warrenne Place.

SSSI sign at SA Ford

Thanks given to a resident who has kindly replaced the missing SSSI sign at South Acre Ford.

Portcullis

English Heritage has apologised for the delay in resetting the Bailey Gate portcullis, due to funding limits on paying for the road closure and the contractor.

66. Public questions

No further questions.

Meeting closed at 9.17pm

The next full Parish Council meeting is scheduled for **Thursday 21 January 2021** at 7.30pm via Zoom video communication.