



# Castle Acre Parish Council

Clerk: Mrs Libby Firth, 7 Sandles Court, Back Lane, Castle Acre, Norfolk PE32 2XF  
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## Minuted record of Parish Council Meeting business conducted at Castle Acre village hall on 8 December 2022 at 7.30pm.

**Present:** Cllr Laurie Fisher- Chairman, Cllr Helen Breach, Cllr Tim Hubbard, Cllr Liam Manson, Cllr Martin Tate.

**In attendance:** Mrs Libby Firth – Clerk and two members of the public attended.

**81. Apologies:** The Council accepted apologies from Cllr Sean Allen, Cllr Martin Hickey, Cllr Sheila Moister, Cllr Neil Patrick- Vice Chairman and Cllr Jim Moriarty.

### 82. Minutes of the 10 November meeting

Items to be corrected:

- Item 72. Should read 'field' not 'green'. Capital S required on Chimney Street. Tree report- Replace 'some residents have' with 'a resident has'
- Item 73. Add the word 'was' into the sentence 'the clerk requested to'.
- Item 75b. Should read: St James Green, East Green and the Green at the top of Pales Green should be shown in the Plan as open village greens.
- Item 75e. remove 'for' from 'Cllrs to consider for a future CIL'.
- Item 76a. Should read: 'stressed the importance of such occurrences being reported'
- Item 77. Remove capital 'L' from 'List'.

Cllr Tate proposed approval of the minutes and Cllr Manson seconded this proposal. The Council agreed.

**83. Health & Safety –** Cllr Hubbard asked the clerk to follow up with Norfolk trails team for an update on their maintenance plans for work required on the footpath from Common Lane to West Acre.

**Tree Report –** No new updates

### 84. Updates' on actions required from previous meetings

#### 63a. Queen Elizabeth II Memorial - update

-English Heritage (EH) have agreed in principle that there would be no objections to the installation of a fire beacon at one of their sites in CA but advised on the potentially large expense to do so. EH would need confirmation that funds are secured to pay for requirements including the hiring of an archaeologist for a 'watching brief' during installation. EH are aware that the PC do not have any funds allocated for this project and that the funding would come via donations or fundraising. EH have been asked to contact Historic England about seeking the potential permission to install a beacon and suggest the best possible location. The village resident who first approached the PC with the suggestion is also considering alternatives such as a battery powered laser lighted beacon.

-The PC received another suggestion from a CA resident for a Flag Pole to be erected as a potential memorial. Cllrs discussed concerns over the maintenance cost for a flag pole and the fact that they require planning application for installation. Due to cost, Cllrs did not feel this suggestion was suitable to take forward.

#### 73a. Safety Mirror, Sandy Lane into Newton Road junction – update

NCC Highways (HW) have informed the PC that they have no objections to the installation of a traffic mirror at the proposed site on Newton road, opposite the entrance to Sandy Lane. Clerk yet to receive final

confirmation from Holkham Estate for permission to locate on their land. Clerk to contact the resident that is wishing to purchase the mirror once a response has been received from Holkham.

### **73b. Planning application land north of Greenslade house- response from BC**

Following the clerk's enquiry as to whether the PC was due to receive a consultation for the planning application for the land north of Greenslade house, the Borough Council's planning department fed back to confirm that PC's are not statutory consultees on 'Prior Approval' applications such as this one. They have a different process to standard planning applications, as they are regarded as permitted development. For such applications only Highways, Environment Agency, Environmental Health and Environmental Quality are consulted.

### **85. Matters requested by Councillors**

**a. Castle Acre Summer Ball 8 June 2024** – The Summer Ball committee plans to hold the next ball on 8<sup>th</sup> June 2024. The committee are aware that their usual location for the ball adjacent to Priory Road, is where the PC is potentially planning to utilise as a visitors car park. Following discussion Cllrs suggested that the committee pass on a detailed request including the dimensions of their tents & marquee so they can assess how they will overlay on the new surface, if approved.

### **87. Planning**

N.A.

### **88. Correspondence**

#### **-TTSR review of rate-email**

TTSR contacted the PC to explain that they are having to increase the prices for Grounds Maintenance Services for 2023. Cllrs understood the company's explanation, given the current economic situation and will review in the New Year. The review will consider if any of the cutting schedule can be reduced to save funds.

#### **- SAM2 monitor in need to repair- email**

The SAM2 monitor is reported as having technical issues, meaning that no data can be extracted. The co-owners in Sporle have sent it to be serviced. PC to be updated in January.

#### **- Damage to Bailey Gate Portcullis-email**

A resident notified the Clerk they had found pieces of the portcullis mechanism on the road surface. It is suspected they dislodged following the impact of a large vehicle. The PC contacted EH requesting they have the portcullis assessed to ensure it is safe. The EH gave reassurance that the found pieces are designed to dislodge if there is an impact, and that the system is safe. EH also confirmed they would collect the fallen items and repair the portcullis.

#### **- Resident's support of Conservation Area review- email**

A local resident contacted the PC to express their support on the PC plans to review the village conservation area report.

-Cllr Hubbard asked if the PC would consider setting up a reporting portal on the village website for Norfolk Biodiversity Information Services (NBIS) where residents can go to report sightings of local wildlife species. This could be tied into the Conservation Area report, Cllr Tate confirmed that he would be happy to progress the issue.

#### **- 22/01360/LA\_TEN | Temporary Event Notice (TEN) | Current Licence | Village Hall Pyes Lane Castle Acre King's Lynn Norfolk PE32 2XB- Dec 10, Live music- email**

-Cllrs discussed if the Village Hall Committee had been made aware of the fact that a hirer of the hall had applied for an extension from the BC. Cllr Breach confirmed the committee were aware of the request but there had been some confusion over the timings. In addition, Cllrs Breach was asked to review the fire exit guidelines on the village hall hiring documentation.

## 89. Reports

**Highways** - Nothing further to report.

**Village hall** – Cllr Breach confirmed the grant funding application is to be finalised and submitted in the coming week. The application is to help fund storage heaters, new radiators, improved acoustics, PV panels and a new kitchen for the hall. The result of the application should be known in January 2023.

**School** - The Head of the Nar Valley Federation submitted a report via email to the PC, which was shared with Cllrs. The full report can be seen on request from the Clerk.

**CAPFA** –The playing field Committee requested Cllr Fisher be a secondary signatory on their application for funding to build a MUGA court on the playing field, Cllr Fisher agreed.

-The CA Horticultural Society has planted a tree on the playing field, this is to commemorating the Platinum Jubilee. The PC wishes to thank the volunteers involved in the organising and planting of the tree.

**Norfolk County Council (NCC)** - Cllr Moriarty circulated an email report that included the following topics: School Transport Review of King's Lynn Schools (both secondary and primary), Payments to Community Groups for Materials Collected for Recycling, Million Trees for Norfolk project, Norfolk Trusted Trader launches new website to boost consumer confidence, North & West Norfolk first to benefit from increased bus services. A full report can be seen on request via the Clerk.

**BCKLWN (BC)** - Cllr Moriarty shared a report via email regarding on the following topics: Councillors Community Grant Scheme, S106 & CIL income, allocation and spending.

**Local Plan-update** Cllr Tate reported on the BC's recent Local Plan examination hearings that he attended on behalf of the PC. Cllr Tate was asked to discuss items the PC had raised in response to the Local Plan review. The classification of CA as a Key Rural Service Centre (KRSC) was raised and the examiner questioned the LA on their process for the classification. Cllr Tate also raised the poor level of communication between the Local Authority (LA) and the PC and the overall lack of transparency of the BC's decision making and consultation processes. Cllr Tate plans to attend meetings in January 2023 and will continue to report back to the PC. The PC thanked Cllrs Tate for his time and efforts on this matter.

## 90. Accounts to be paid:

ITEM:	Cost to PC Budget:	Grant funded:
S Hubbard invoice for clearing leaves on East Green	£100	
Clerk Salary December 2022	£323.70	
Npower invoice IN05484763 November 2022	£80.76 (£3.85 vat)	

-Cllr Manson proposed the approval of the accounts, seconded by Cllr Breach. All agreed.

## 91. Village Maintenance.

- Cllrs thanked Cllr Patrick for putting up the village Christmas lights on the trees on Stocks Green.

**92. Public questions.**

- A member of the public, in attendance at the meeting, requested that the PC urge residents to report any dog attacks directly to the police. Cllrs asked the Clerk to include such advice in the next edition of the Nar Valley News, which would be published in February.

The meeting closed at 8.50pm.

The next full Parish Council meeting is scheduled for **Thursday 12 January 2022** at 7.30pm at the village hall.