

# Castle Acre Parish Council

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## **Minuted record of Parish Council business conducted via Zoom video online meeting 11 March 2021.**

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), Mr S Allen (SA)

In attendance: Mrs L Firth (Clerk), Mr J Moriarty (JM) (Borough Councillor)

**91. Apologies:** None. Apologies not received: Cllr G. Middleton (NCC).

### **92. Minutes of online zoom PC meeting held 11 February 2021**

Following corrections made:

Item 82.- 'Lime trees on Stocks Green:- 'Crown thinning of the epicormic growth approx. 25-30% and the removal of any dead wood. Trunks to be pruned as appropriate'.

TH proposed approval of the Minutes and LF seconded.

### **93. Health and Safety- reports on any new H&S**

No new H&S to report. The Norfolk Arborist has been appointed to carry out the work on the Stocks Green lime trees, their quote being the lowest. Planning permission is first required. Trimming and pruning the trunks can be carried out in June and the crown work will not be scheduled until next autumn/winter.

### **94. Updates on actions required from previous meetings**

#### **41.Surface water flooding and road debris off Jubilee Bridge**

Highways has yet to respond to MT's request to investigate the area behind Foxes Meadow where an outlet ditch might be located. MT to inform the nearest resident in Foxes Meadow about the potential work nearby. Again no response from Highways on the surface water run-offs and road sediment getting into the Nar at Jubilee bridge. Clerk to enquire about similar potential run-offs by Newton Road bridge.

#### **29. Traffic safety mirror Massingham Rd junction**

Thanks to SA and MH who erected the traffic mirror. All feedback welcome.

#### **29. Damaged bench on St James' Green**

SA has removed the bench from St James' Green to assess the repair work and will report back at the April PC meeting.

#### **54. Supply of new waste bin at Castle Square**

A suitable litter bin has been selected and ordered by the head of the litter picking team and the residents who are volunteering to empty it.

#### **86. Objection to proposed erection of five new BT telegraph poles along St James' Road**

Cllrs urged the clerk to keep contacting Openreach to supply a full explanation and justification as to why these poles are required. So far, the clerk has only received automated emails confirming receipt of the objection.

#### **86. Bricknel Close street name - Holkham development, Massingham Road.**

The Holkham site manager informed MH that he had formally applied to register the name of Bricknel Close for the whole site but ran into objections from the BC street naming officer, who after consulting out of date site maps showing a spur road to the west of the site, ruled that this requires two new street names. Cllrs expressed concern that this would establish in the future a defacto status quo to justify a large housing development to the west and consequently undermining the Neighbourhood Plan. MH asked Holkham to upload a new site map to the BC without the addition of the western spur road, along with confirmation that any road site drawing submitted to the contractors, CJ Rust, will not include the spur road. JM confirmed that following a meeting with the Executive Director, there was some confusion at the Borough as to which is the final site plan. MH to remain in contact with Holkham site manager until the street naming is resolved satisfactorily.

#### **54. New PROW and permissive paths on Holkham land**

MH held a Zoom meeting this week with Holkham's manager and their surveyor to push for completion of the long promised (2019) written guarantee to CAPC not to remove the current permissive paths on Holkham land around the village (and adding one extra along Emanuel Common) for the next 50 years. Further, to request NCC to declare the footpath, managed by the PC, from the ford along the bottom of Priory Meadow to Common Lane as a Public Right of Way (PROW). Holkham assured MH both of these requests will be addressed very shortly.

#### **67. Status TRO South Acre ford**

MH was advised last September that the TRO process would take nine months to complete from the initial consultation in August/September 2020. NCC Highways' e-mail on 15 February stated 'the legal team is currently very busy, so may take some time to complete the official consultation public notice'. NCC Cllr Graham Middleton was asked on 20 February to approve this notice. Still not done at 11 March.

#### **83. Donated Bench for Pales Green Green**

JM reported that a local resident has finished making the bench in memory of his daughter which will be installed on the small public green at Pales Green. He asked the PC to approve both the bench and its location. MH to meet the resident. MH read out correspondence from another Pales Green resident questioning why the sign on the gate to the green states: 'No dogs allowed' and asking the PC to reconsider the ban on dogs or to amend the sign to 'dogs on lead only'. Cllrs agreed to remove the sign for six months on a trial basis to see if dog waste becomes an issue on the green.

#### **95. Matters requested by Councillors**

##### **Future cooperation with English Heritage**

MH confirmed that a local resident has drawn up a £30,000 project called 'The Past Is All Around Us' which has now been submitted to the Heritage Lottery fund. EH has confirmed that should the grant be successful, it would also commit some funds towards the project to encourage local volunteers to become involved, particularly at the Castle.

Regrettably, EH has confirmed that it will not pay for emptying the litter bin at the Castle car park. Cllrs expressed their disappointment and acknowledged the huge effort put in by our village litter picking team, noting how much the village relies on their kindness and hard work in keeping on top of the increasing amounts of litter.

EH has appointed an external events company to run pre-booked events at the Castle grounds from 21 April 2021. The PC was not officially made aware of this activity. EH apologised if this was not clear from their previous presentation to the PC that such projects were being considered. EH confirmed that it will give the PC advance warning of any such similar plans. JM made enquiries with EH and was satisfied that the planned events to be

held at the Castle would be of a low key, small-scale nature. Cllrs raised their concerns in particular about the likelihood of increased litter and car parking while highlighting the need for public toilets in a more central location in the village. Cllrs agreed to monitor closely these activities and where possible, to take photographic evidence of any infringements for future review.

### **Review of Covid regulations at the playing field play area**

Residents have reported concerns over adults at the play area not adhering to Covid distance regulations, in particular when gathering in groups of more than two. The PC was informed that the police had even been called out in one instance. The PC will continue to ensure that the correct Covid regulations guidelines are displayed on site and can only advise any concerned residents who feel they are in danger to call the police on 111.

8.20pm SA left the meeting due to zoom technical difficulties.

### **96. Planning**

No outstanding applications

### **86. Correspondence**

#### **HGVs using Pales Green - resident installing CCTV**

A resident at Pales Green notified the PC that he intends to add CCTV to his property with the purpose of capturing evidence of structural damage to walls and porches by passing lorries, food and parcel delivery vans. MH held a site meeting with him and offered the resident use of the PC's stock of traffic cones as a temporary measure to help protect the external brickwork while seeking advice from Highways. Cllrs do not feel they are in the position to sanction the use of CCTV and that the resident would be best seeking advice from a professional body. The resident also highlighted the continuing problems of large vehicles trying to access Pales Green from the top end, often being thwarted by poorly parked residents' cars or building/construction vans working at three properties currently being renovated. Noted these works should end soon. Cllrs believe the PC shouldn't be instructing Pales Green residents where or how to park.

#### **Norfolk Film Company- PC informed of filming aiming to take place in March**

Clerk received notification from the Norfolk Film Company, intending to shot a scene in Castle Acre for approximately two hours on 26th March 2021, and seeking the PC's agreement and offering a donation of £500. Cllrs confirmed their approval and their grateful receipt of the donation. Cllrs to decide at a later date where to invest the funds.

### **87. Reports**

#### **Highways**

MH reported: the long awaited 'restricted vehicles access' sign on the A1065 junction to Castle Acre and the replacement sign at the Massingham Road junction with Town Lane, were both ordered by Highways on 24 September last year but only delivered on 28 January (blaming lockdown) and are scheduled to be erected by 28 April.

#### **Village hall**

HB reported: the patio behind the hall has been levelled and made safe. The hall will open at the end of May. Local elections will also be held at the hall on 6 May 2021. Next week a BC Planning Officer will check that the hall will meet Covid regulations. JM advised that the PC should be aware of the government's legislative 'sunset clause' preventing PC monthly meetings being conducted virtually by Zoom from the end of May, unless the government updates the legislation on virtual meetings. There are implications for holding a public Annual Assembly. Clerk to seek advice from NALC.

#### **CAPFA**

The next committee meeting date to be set. MH has suggested to the Chair to obtain quotes to resurface the pavilion car park. The committee has responded negatively to NP's

proposal for a new bus shelter with two public toilets on Massingham Road. NP gave a rough construction estimate of approx. £93,000 for this new building. Agreed this large amount would be difficult to fund externally and that initially this summer Cllrs should monitor the public's behaviour at the play area and around the village, together with visitors' use of the refurbished toilets at the Priory, to determine future need. Residents' views would also be sought.

### Neighbourhood Plan

MT reported: The Examiner is now actively looking at the draft Plan and the consultees' responses. No feedback to date. A second home owner had recently attempted to e-mail questions and proposals to the Examiner, via both the BC and the PC, which were not passed on as this was beyond the Reg.16 fixed consultation period. Noted that the nature of that enquiry has already been covered by other representations now sitting with the Examiner.

### BCKLWN

JM reported:

- Suggestion to check on possible BC funding to support opening the village hall for the local elections on 6 May.
- A reminder that NCC Cllr G. Middleton's term ends in May and urged the PC to ensure his £2,500 contribution towards the cost of the Newton Road trod is secured. MH has already arranged this with the NCC officer responsible for the Parish Partnership scheme.
- There has been only one BC meeting since the last PC meeting at which the Portfolio Holder and Cabinet Member for Culture, accused the Shakespeare's Guildhall Trust of stealing ideas from the BC, despite the BC channeling funds into the town, some of which will be spent on the Guildhall. JM is ashamed of such bad behaviour.
- HB asked if JM knew when the BC planning department would be back to their normal working schedule. JM confirmed that the department is struggling with a record number of planning applications and a lack of staff. JM is happy to pass back any feedback on delayed applications.
- TH asked if there is a BC department or a NCC county policy regarding the removal of road kill carcasses left for weeks by the side of the carriageway. JM will check and send out the relevant information to Cllrs.

### 88. Accounts to be paid:

Berrymans Glass Recycling Ltd (URM UK Ltd)	£33.60 (£5.60 VAT)
E.on Energy (electricity)	£77.27 (£3.44 VAT)
Clerk's expenses - Zoom monthly account	£14.39 (£2.40 VAT)
PC contribution of 50% cost new bin at Castle Square	£77.97
Norfolk ALC - clerk training, internal audit	£30.00 (£5.00 VAT)

TH proposed approval of the accounts and LF seconded.

### 89. Village Maintenance

#### Potholes repairs – general and at De Warrenne Place

Two new potholes reported: one on western side of Massingham Road, outside Peddars House and one on eastern side of Newton Road, outside The Foundry. Clerk to report to Highways.

#### New hedge planting outside of outbuilding, No.5 Chimney St

Thanks to Cllrs TH and MH, plus partners, for planting 50 hawthorn whips in front of the unsightly outbuilding on the south side of the churchyard. A neighbour close to the site has offered to water the new plants. MH expressed his appreciation of TH's offer to cover the costs of the whips, a generosity echoed by Cllrs.

**Post knocked over on St James' Green**

Clerk has reported the highways post knocked down on St James' Green.

**Loose kerbstone Town Lane**

Clerk has reported the loose kerbstone on the pavement along Town Lane outside The Cottages.

**Clearing Newton Road grips**

Clerk has requested Highways dig out the grips on Newton Road, now the rest of the village grips have been cleared.

**East Green cherry trees**

NP mentioned an resident opposite East Green expressed concern at the size of the cherry trees on the green. TH to review with Holkham's tree officer.

**Takeaway litter**

SM expressed her concern at the potential for even more litter when Wittles starts selling picnics in cardboard boxes. MH to speak to the café.

**Carriageway debris near Jubilee bridge**

NP asked when the road debris caused by the recent flooding will be cleared from the carriageway near Jubilee bridge? Clerk confirmed Highways will remove the debris once the weather has settled. NP worried about the safety of drivers. Clerk to chase.

**Priory Road roadside nature reserve**

TH asked the clerk to report damage to the edge of the nature reserve verge, caused by a vehicle's tyres.

**90. Public questions**

As a member of the public, JM expressed his concerns over the possible amounts of litter and poor parking which might be caused by attendees at the EH approved events at the Castle. He will happily help to monitor the situation.

MH announced that after eight years as Chairman, he feels it is time to stand down at the May PC meeting. He urged Cllrs to confer and agree on a successor. If Cllrs so wish, MH offered to remain as Vice-Chairman for one year to help guide the new Chairman, hand over more responsibilities to the Clerk and also follow through on important outstanding issues such as the TRO at South Acre ford, footpath access with Holkham, Neighbourhood Plan, Massingham Road development and CIL infrastructure projects.

Meeting closed at 9.28pm

The next full Parish Council meeting is scheduled for **Thursday 8 April 2021** at 7.30pm via Zoom video communication.