

CASTLE ACRE PARISH COUNCIL

Minutes of the Parish Council meeting held in the village hall on Thursday 10 October 2019

Present: Mr M Hickey (MH) Chairman Mr L Fisher (LF) Vice-Chairman
Mr T Hubbard (TH) Mrs S Moister (SM)
Mr M Tate (MT) Mr N Patrick (NP)

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

Apologies: Mrs Helen Breach (HB), Mr Sean Allen (SA), Ms Charlotte Williams (CW)

Apologies not received: Cllr G Middleton (NCC).

53. Minutes of PC meeting on Thursday 12 Sept 2019

MT proposed approval of the Minutes, NP seconded.

54. Actions from previous meetings

28. Portcullis

English Heritage has confirmed that they have now sourced the funding required to repair and reinstall the Portcullis under the arch of Bailey Gate and that they will endeavour to reduce the amount of traffic disruption once the work commences. However, the PC is reluctant to proceed until a solution has been found to prevent further damage to the Portcullis from extra wide or high vehicles which still ignore the warning signs. The Council has encouraged English Heritage and Norfolk Highways to work together to come up with further preventative measures.

51. Newton Road Bridge flooding

MH has continued to contact Highways to stress that the issue with blockage and flooding remains and that a long term solution is required in light of previous gully and chamber clearing proving unsuccessful. Photographic evidence was sent on 24 September. MH to continue to follow up.

80. Grass footway along Newton Road

Holkham has confirmed that it is on their agenda to cut the grass verge along Newton Road and that this will take place between now and February. The PC are pushing to have it happen as soon as possible, as it was first requested last August.

113. Updates on outstanding Highways requests

The requested 'Deep Water' signs on either side of ford are now in place. Extra grips at the top of Orchard Lane and Rougham Road are still outstanding. MH has chased and has been informed that it will happen soon. MH to maintain pressure to get this done.

20. Extra litter bin on playing field

NP to enlarge the picket housing to accommodate the new bin.

Holkham public rights of way and open access land.

MH wrote to Holkham on behalf of the PC accepting the offer of a formal contract securing long-term retention of their permissive paths around the village. The PC requested that Holkham declare a current permissive footpath as a PROW; being the one leading north from the South Acre ford, left along the southern edge of Priory Precinct Meadow to the metal field gate; right north on the footpath to the next wooden field gate, then both left on the western

footpath along the southern edge of Holkham's designated 10 Acre Field to the stile by Common Road; and to the right, on the footpath going north around the western boundary of the Priory grounds up to Priory Barn. Also a request for granting permissive path status to the footpath running alongside Emanuel's Common. CAPC accepts that the northern section of Broadmeadow Common might never have been registered as a Common. Given the nature of the rough terrain, the PC does not give high priority to achieving any open access and is content for the land to remain fenced off. Cllrs agreed.

MH and MT to report back at November's PC meeting on their scheduled meeting with Holkham's James Bracey on 11 October.

Ostrich pub outdoor decking and seating area – update

MH advised that Highways has scheduled the carriageway repair work for Monday 14 October and has requested the Ostrich to remove the decking before then.

Supporting the Borough Council's long term empty homes strategy –The Old School

Following a site meeting between Cllrs and some neighbours of The Old School - in response to their concerns that the building has remained empty, uncared for and increasingly derelict, the grounds overrun with vegetation, large buddleias undermining the crumbling rear flint wall at the rear of the property - MH contacted the Borough Council's Conservation team seeking their advice as to whether a Section 12 'Tidy Up Notice' could be served. Cllrs asked that the Clerk also contacts the Old School's owner to enquire what immediate steps he will be taking to remedy the situation.

38. Sewerage plant - new pipeline to Swaffham.

Anglian Water has successfully drilled under the Nar and the PC no longer has safety concerns.

41. Drainage in High Street - update

MT met with a Highways' technician to review the village's surface water drainage issues. He explained that the gullies from the gutter to the main duct are Highways' property, from there onto the main duct down the centre of Massingham Road, this belongs to Anglian Water. If this duct can't cope with excessive surface water flows, it may need replacing. Highways need to engage with Anglian Water urgently. MT to stay in touch with Highways and will request contact details for Anglian Water.

45. Dog Fouling

JM reported that the Borough's Community Safety and Nuisance officer was contacted with a request to visit the village and make patrols at popular dog walking times and locations in the hope of catching culprits not picking up after their dogs. Their first patrol report found the village to be 'very clean'. Cllrs expressed surprise. The PC will supply the officer with a village map, which a local resident has kindly offered to create, marking the various locations where reoccurring dog mess are regularly found. The same resident is offering to mark any offending dog mess that they come across on their regular walks around the village with bio degradable fluorescent paint. Cllrs approved of this action - the Clerk to respond with thanks. There will be a further appeal in November's Nar Valley News to local dog owners to clear up after their dogs.

Footway outside No.60 Foxes Meadows

Norfolk Highways are not responsible for the footway outside of 60 Foxes Meadow, being an alleyway between Foxes Meadow and Massingham Road. Clerk to contact Freebridge to see if they will review and repair the surface.

46. South Acre Ford traffic restriction

MH received confirmation from the Executive Director of NCC Community and Environmental Services that with support from Cllr Middleton and Norfolk Trails Team, the

nine month legal process to obtain a Traffic Restriction Order (TRO) will soon be underway, once a project lead has been assigned.

48. Re-painting BT phone box- update

Clerk contacted BT to reiterate the PC's desire to have the phone box repainted and kept in pristine condition, due to it being listed. Regrettably, BT's visiting officer's response was only to offer a painting kit. The Clerk to contact Borough's Conservation team to seek advice and request their support.

55. Health & Safety matters (including Tree Report)

East Green cherry tree

MH instructed Greenman Woodlands to take urgent remedial work at a cost of £150 following a failed delivery attempt by a Goff oil tanker which was unable to reverse up the track to The Old Forge, being blocked by two of the cherry tree's overhanging branches. TH advised that all trees on East Green will be reviewed this winter and that he will contact Holkham's tree officer, the trees being in their ownership.

Tree Inspection Register-

TH will complete updating the Tree Inspection Register by November's PC meeting.

56. Matters requested by Councillors

Playing field shock wave drainage treatment (year 2)

Cllrs approved to pay a £400 subsidy towards the second year cost of the shock wave drainage treatment on the playing field, the £500 balance will be met from a donation to CAPFA. Cllrs did not agree to include a further £400 subsidy in the 2020/21 PC budget in the expectation that there should be firm evidence that this method is working and CAPFA might be able to get a further grant from the FA, fundraise or meet the charge from its current net bank reserves of over £7,000. MH suggested that some of these reserves might be put to better use towards new play equipment and this was acknowledged.

57. Planning-

Application 19/01171/F - construction of oak framed cart lodge and oak framed carport, The Leys, 1 Back Lane.

Support. LF proposed MT seconded. All agreed. Inaccurate site plans provided - Clerk to respond.

19/00742/F – variations to two storey side and two storey rear extensions and construction of detached garage following demolition of existing garage at Tower House, St James Green.

Support. NP proposed, TH seconded. All agreed. Clerk to comment that the PC observed the gable dormer window does not appear to have been altered, despite the architect's comment to do so.

Holkham housing development off Massingham Road – update.

Due to the legal delays in completing the Section 106 agreement on the one social semi, the construction of all 19 dwellings won't now start until 2020 (date to be confirmed).

Cuckstool Lane – new dwelling

Clerk to contact Derek Hales Ltd to find out when the building work is scheduled to commence. The area remains cordoned off with unattractive security fencing which is not in keeping with the Conservation Area, being adjacent to the listed Grade 1 Castle.

58. Correspondence

Remembrance Day Service 10 November,

Castle Acre Branch of the Royal British Legion has invited a representative from CAPC to attend the Remembrance Day service on 10 November and to lay a wreath. MH to attend the service on behalf of CAPC. Cllrs will personally cover the £18.50 cost of the wreath. Clerk to collect donations and deliver payment.

New village police Beat Officer PC Glen Barnes 1709 – vehicle speed checks on Newton Road.

PC Barnes has been in touch to explain that he is not speed gun trained but once he returns from leave from 9 October, he will either seek required training or ask appropriate colleges to assist and will be in touch to arrange the requested site meeting.

Damaged road signs at the end of the Lower Road at the A1065.

Clerk reported two damaged signs to NCC Highways who confirmed that the signs would be repaired within six weeks. Clerk to chase if not repaired within the suggested time.

Closure of Little Lane.

A local resident is pressing to have Little Lane closed to traffic and has provided the PC with a list of valid reasons why locals would benefit from the closure. Clerk to contact Highways to apply for a traffic restriction order.

Holkham topping Newton Road verge.

Holkham responded to the Clerk's enquiry confirming it is on their agenda and that the work should be completed by February 2020.

59. Reports

Highways – nothing further to report.

School – No report

Village hall – HB not in attendance.

CAPFA – NP reported:

The play area gates have been replaced. The protruding metal remaining from the sprung seat is due to be removed within the next week. A fund raising sub-committee is set up. Residents are encouraged to attend the February committee meeting to vote on the location of the 2020 Fete. It was noted that a Health and Safety Officer should be appointed.

Neighbourhood Plan (NP) – MT reported:

A copy of the draft Plan has been submitted for formal screening. The Steering Group has had to commission a number of assessments necessary to provide the evidence that will support the Plan's policies which will control new development, whilst also protecting Castle Acre's Historic and Natural Environments. These involve the completion of a Habitats Regulations Assessment, a Strategic Environment Assessment and potential Site Assessments. Once these statutory checks have been completed (three month delay?) the draft plan will become available for consultation within the village and with stakeholders. After the consultation and any resulting amendments, the Plan will be submitted for a formal independent examination. Once it has passed the examination it will be ready to go through the referendum process when resident parishioners will be able to vote on putting the plan into force, probably in the Spring of 2020. MT commented that once these assessments are completed, they should strengthen the Plan in the long run.

Borough Cllr's report – JM reported:

- JM offered to be of assistance to the PC when communicating with Freebridge in the future.
- A resident has requested for a timer to be added to the street light on St James Green so that it goes off at midnight. MH to assess the street lights location and advise the Clerk on further action to be taken.
- Long term empty home strategy for the Borough has been driven by local homelessness which has recently proven a bigger issue than was initially realised.
- Priors Court lost their heating in August 2019 for a month. JM followed up with Freebridge who confirmed they will credit nine months' cost of heating as well as reassessing if the current heating system is appropriate.

County Council – no report.

60. Accounts to be paid

Accounts due for payment, proposed by NP, seconded by TH.

Berrymans Glass Recycling Ltd (URM UK Ltd)	£ 36.00 (£6.00 VAT)
E.on Energy (electricity)	£ 66.09
K&M Lighting Services Ltd – new LED street light	£ 78.00 (£13.00 VAT)
Libby Firth, printer and ink	£ 168.98 (£28.16 VAT)
Libby Firth, stamps	£ 8.40
Greenman Woodlands, cutting cherry tree branches East Green.	£ 150.00
CAPFA – PF shockwave drainage treatment subsidy.	£ 400.00

61. Village Maintenance

South Acre Ford repairs

MH contacted Norfolk Rivers Trust and the Internal Drainage Board asking for assistance with repairing the damaged river banks. The IDB has offered, once current restoration work on River Nar is completed in 12 months' time, should funds permit.

Street light by the church gate

SM requested that this defective light is not fixed as it is more a distraction than of use.

East Green gate repairs

NP reported that the support post on the latch side of the five bar gate on East Green has rotted and needs replacing. Holkham to be contacted.

Budget 2020

MH asked Cllrs to consider and propose any additional expenditure projects for the 2020/21 budget at the next PC meeting.

62. Public Question Time -

No questions

The meeting closed at 10pm.

The next full Parish Council meeting is on Thursday 14 November at 7.30pm.