



Castle Acre Parish Council

Clerk: Ms Amy Hart, 9 Orchard Lane, Castle Acre, Norfolk, PE32 2BE
Telephone: 07815430777 Email: castleacrepc@gmail.com

Minuted record of Annual Parish Council Meeting business conducted at Castle Acre village hall on 11th May 2023 at 7.00pm.

Present: Cllr Laurie Fisher- Chairman, Cllr Neil Patrick- Vice Chairman, Cllr Sean Allen, Cllr Liam Manson, Cllr Sheila Moister Cllr Jim Moriarty of NCC & BCKLWN (attended from 7:49pm)

In attendance: 4 members of the public

13. Apologies: The Council accepted apologies from Cllr Tim Hubbard and Cllr Alistair Beales BCKLWN.

14. Annual Parish Meeting

A) Consideration and approval of the Chairman's annual parish report.

The Chairman read their Annual Report. Full report can be seen on request via the Clerk.

b) Public questions

- Potholes on Great Massingham Road, particularly deep potholes near the bus stop raised. The Parish Clerk to chase prior to June's Ranger visit.

- A request was made for the PC to consider continued publication of the Castle Acre Voice newsletter following the retirement of Cllr Hickey & Cllr Tate.

15. Election of council offices and declaration.

- Chairman, Cllr Fisher

- Vice Chairman, Cllr Patrick

Proposer: Cllr Allen, Seconder: Cllr Moister - all in favour.

Cllr's declaration and acceptance of office.

Cllr's responsibilities were reviewed with the following updates:

Cllr Tim Hubbard: Tree officer & finances

Cllr Neil Patrick: Streetlights & newsletters

Cllr Liam Manson: Visitor car park and highways

Cllr Sean Allen: Building / Maintenance

Cllr Laurie Fisher: Neighbourhood Plan & annual budget

Cllr Moister: Review and update of castleacre.info

Proposer Cllr Neil Patrick, Seconder: Cllr Sheila Moister – all in favour.

16. Minutes of the April meeting

All Cllrs in favour to approve the May minutes, no corrections.

17. Health & Safety

Tree Report:

- Cllr Hubbard reported that tree bands should be checked on the trees at the playing field alleyway to North Street - to be reviewed.

- Cllr Hubbard will investigate the best tree species to plant at St James's Green for Queen Elisabeth II memorial. Appropriate permissions from Holkham in process.

18. Declarations of Interest

Cllr Manson declared an interest in planning application ref: 23/005556/F

19. Planning

- Planning Application Consultation ref: 23/00521/F

Single story extension and alterations to Hill Rise Bailey Street, Castle Acre, King's Lynn, Norfolk, PE32 2AG

-Following discussion, Cllrs all voted in favour to support the application, with additional comments to reduce the visual impact of the extension.

-Planning Application Consultation ref: 23/000556/F

Proposed installation of a roof top Solar PV system at Arch House, 12 Bailey Street, Castle Acre, King's Lynn, Norfolk, PE32 2AG

-Following discussion, Cllrs all voted in favour to support the application (Cllr Manson did not participate in discussions and did not vote).

Ref:2/TPO/00658 Tree preservation order – Burslem House, North Street, CA.

A tree application submitted to BCKLWN has been granted by the County Council. Three trees have been granted preservation status at the above address.

20.Updates on actions required from previous meetings:

40b 2023.Visitor Car Park - Planning application for visitor car park off Priory Road.

- Planning application submitted for approval, NCC requires a new to scale plan of the site and brochure tile reference to complete the application process. The lease is being finalised however, it is currently delayed due to a change of trustees at Holkham. A new Surveyor to manage the process is due to be appointed in early June.

42 2023. South Acre Rd ford TRO-update

- The Clerk is to contact the IDB with any further issues of damage to the river-bed or banks. Residents have reported a large group of motorcycles causing a disturbance at the Ford. This resulted in visible oily patches on the surface of the Nar in the SSSI area. Clerk also emailed details to NCC.

97 2023. Resident request remove/reduce street light on Pales Green -update

-To expedite the process, a resident attended the meeting and agreed to finance fitting of a diffuser and timer for the Pales Green street lamp. Clerk to contact K&M contractor for quotes.

103 2023. Local Plan – examination update

- The local examiner was chased for an update on 20th April, many issues are currently pending: Local Plan hierarchy was questioned following a reversion back to the previous plan as there has been lots of change regarding the growth corridor surrounding A10. Due to workload the 'Settlement Hierarchy' issue has been placed on the 'back burner'. The examiner questioned why the Castle Acre status remained as a 'Key Service Centre' as 50% of rural villages examined scored higher. Examiner is to review the work that the LA have completed at the governing bodies request.

8a. Ground work at Nar Revir- update

- Several residents raised their concerns with CAPC regarding recent ground work taking place at the Ran Revir property near Jubilee Bridge and the potential damage to the river banks and a site of archaeological interest. Cllr Jim Moriarty has arranged for a BKLWN examiner to look into the matter. There has been concern about discrepancies between the planning application versus the work in progress. In addition, the addition of verge side plants (<1 metre of the highway) will exacerbate visibility issues for drivers around an already sharp bend. Clerk to pass these issues to the BKLWN planning team.

11a. CA church grounds update: The PPC has raised this issue on their AGM. The poor quality of the grass is believed to be due to last year's heat wave and drought. The issue of ongoing maintenance, grass cutting and rabbit warrens near the northern boundary are to be discussed.

11c.Water Tower access re: 16/00034/F planning update - email 28/04/2023

The BC Planning Department confirmed that planning permission was not required for a 'change of use' regarding the agricultural land that forms the access path to The Water Tower.

21. Matters requested by Councillors:

a. Kings Coronation, village event ideas- update

- Cllr Sheila Moister proposed the idea of a commemorative King's Coronation tree. To follow up with Horticultural society for further ideas.

22. Correspondence

a. Heritage volunteers-Proposal Green Week- email

As part of Green Week (commencing 8th June), English Heritage are inviting members of the public to do something to enjoy our natural environment. Following discussions with EH, the local heritage group are inviting Castle Acre residents to a Sunset & Stars picnic on 12th June 9pm at Castle Acre castle. More details to follow in Nar Valley News.

Following investigation into significant remains of the water meadow systems in Castle Acre, including arches of aqueducts & sluices, a detailed report is being produced for CAPC & Holkham with a view to preserve & protect the remains.

b Stocks Green bin- email 19/04/2023

A resident emailed concern regarding the litter bin situated at the centre of Stocks Green becoming overfull. It appears this was a one off event however, the situation will be monitored.

c Damage to Ford bank repair work- email 22/04/2023

A resident emailed photos of vehicular damage to the recently repaired Ford. The coir matting was torn through to the earth/shingle bund. CAPC passed details to our Police Liaison Officer and the County Council. The Engineer responsible (WLMA) for the recent repair will prepare a H&S report with a view to any risk to public safety and any further repair work to take place.

d Castle Acre/Newton by Castle Acre : Experimental Width Restriction Order - PKA129. Newton Mill Bridge (TF81101), Mill Common and St James Road) - email 4/05/2023

The PC received a letter from NCC explaining that a temporary 2.0 metre width restriction would be in place for 1 year starting 11th May. This consultation period will gauge the success of the restriction and whether risk of vehicle strikes to Newton Mill Bridge have been sufficiently reduced. Signage will be erected on the A1065 and Rougham Road.

e Helping Older People who fall in the community- email 28/04/2023

A resident of Dersingham proposes to create a public service in villages across Norfolk to help older people who suffer a fall. Whilst the PC supported this idea in principle, there was concern regarding the legal implications for volunteers, the cost of the equipment and ongoing maintenance & training. CAPC decided not to progress the issue at this time.

f Highways Community Ranger visit Castle Acre - June 2023, email 25/04/2023

The PC has received notification from NCC to inform that Streetscene Community Rangers will be visiting Castle Acre in June concerning safety aspects of the road network, including defects to the roads such as potholes, standing water and mud on the road. The Clerk has chased all open tickets and has specifically requested urgent attention be given to the deep potholes near to the bus stop on Massingham Road.

23. Reports

Highways – No new updates.

Village hall – Following the confirmation of the £37,600 grant, solar PV panels have been ordered and are due for installation in April. The Committee has applied to the Platinum Jubilee fund to complete kitchen remodelling, installation of energy efficient heaters and measures to improve the hall's acoustics.

School - No new updates.

CAPFA – After the committee meeting AGM it was confirmed that funding for the MUGA court has a shortfall of 10K and other funding options are being explored.

BCKLWN (BC) – Cllr Moriarty discussed the following items: A report is being drafted regarding TRO to push matter forwards with members to deciding on whether it is implemented. He also intends to progress the local plan review and examination following a meeting with the Examiner.

Norfolk County Council (NCC) – Cllr Moriarty discussed the following items: Local elections and the election of new independent Cllr Alistair Beales. Cllr Moriarty also passed on apologies from the Cllr Beales. Cllr Moriarty updated the PC on the county deal for Norfolk, a Million trees for Norfolk and Norfolk Climate Strategy.

Full report available on request to the Clerk.

24. Accounts to be paid:

ITEM:	Cost to PC Budget:	Grant funded:
SSE March 2023 street lighting invoice 201906575 0001 (not full month's supply, account started mid month)	£25.53 (£1.12 VAT) direct debit end of April	
Clerk Salary May 2023	£328.80	
BHIB Insurance annual renewal	£546	
Holkham Allotment rent April – Nov 2023 S1352	£100	
BCKLWN Annual invoice BC110186355 for weekly litter bin collection	£468.06	
SPC Printers for 500 copies of Spring edition of CA Voice	£164	
Norfolk Association of Local Council annual membership 2023/24 invoice no 590	£228.78	
TTSR annual ground maintenance invoice 7824 1 of 2 2023/24	£1,271.43 (part 1) £211.92 VAT (part 2)	

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

25. Village Maintenance.

- Cllr Allen agreed to erect the new parking bay sign on St James Green.

- No mow May was discussed and whether grass cutting contractors were aware of our intentions. Cllr Hubbard to confirm details

- A resident has volunteered to clear the undergrowth on the path from St James's Green to the playing field. Cllrs discussed, all in agreement.

- Inappropriate parking at the Bricknel Close development was raised. Vehicles have been driving over the pavement to park on the small section of grass between the properties and pavement. This is a hazard to road users and pedestrians. Chairman to contact the developer.

- A resident was extremely disappointed to note that Bricknel close, originally viewed as affordable housing for local residents, is now marketed as a 'year round village' to second home-owners by Sowerbys.

26. Public questions.

- N/A

The meeting closed at 8:36pm

The next full Parish Council meeting is scheduled for **Thursday 08th June 2023** at 7:30 pm at the village hall.