

REEDHAM PARISH COUNCIL

Minutes of the annual Parish Council meeting held at the Village Hall on **Monday 13th May 2024** at 8.03pm.

Present: Councillors: R Allen, P Bagshaw, M Barnes, L George (Chair), C Mutton, S Pittam, D Rushbrook
DCllr Grant Nurden

Parish Clerk A Beck

5 members of the public.

Cllr George opened the meeting due to the absence of the chair and vice-chair.

1. To elect a Chairman

Cllr Hales appointed unanimously as chairman. Acceptance of Office form to be signed prior to next meeting.

RESOLVED: Cllr George to chair meeting in the absence of Cllr Hales.

2. To elect a Vice-Chairman

Cllr Bassett appointed unanimously as vice-chairman.

3. To consider accepting apologies for absence

Apologies received and accepted from Cllrs Hale, Bassett and Smith

4. To record Declarations of Interest in any item on the Agenda

Cllr Mutton

5. To approve the Minutes of the previous council meeting on 8th April 2024

Council agreed the minutes of the last meeting held on 8th April 2024 which were duly signed by the chair of the meeting as a true record.

6. Matters Arising from those minutes, for information only

Questions were raised about Chesca – Temporary Event Notices have been sought and granted for the pop up events.

Public Participation

Cllr Nurden: Broadland Council annual meeting is to be held on 23rd May, a new chairman is expected to be appointed. Next Town and Parish Council forum on Zoom on 3rd June 2024. Barn Owl Close: waiting for guidance from the parish council as to whether the planning decision should go to planning committee or reviewed by the officers. Andy Sexton, Pride in Place, looking at funding options for Community Art projects.

A query was raised over email about parking at Station Drive – further information requested but not available for this meeting.

Japanese Knotweed -Opposite the houses on Witton Green is a privately owned piece of land which has a vast quantity of Japanese knot weed. It has started to encroach on the highway. The landowner has been aware of this for many years and despite an offer to help eradicate it has failed to resolve the problem. This could affect many properties and land around Reedham. This can be reported via the Broadland District Council website [Problems with Japanese Knotweed – Broadland and South Norfolk \(southnorfolkandbroadland.gov.uk\)](https://www.broadland.gov.uk/problems-with-japanese-knotweed). RESOLVED: to be reported to DEFRA and also speak to the tree warden network coordinator John Fleetwood for advice.

7. To receive updates on the following:

- i. Speed Sensor – Halvergate Rd by Pettits has a 30mph speed limit. 85% percentile was 32.7mph and overall the statistics are similar to last time. 298 vehicles recorded this time,

Chairman:

increase on the 231 from last time. Next location Pottles Lane/Witton Green. Ideas of locations requested.

- ii. Allotments – couple of vacant plots to be offered to those next on the waiting list.
- iii. Neighbourhood Plan – The Community Planning Officer confirmed that BDC and BA need to approve the examiner's report before discussing a timetable with the Elections team for the referendum. Groundwork UK require an End of Grant report.
- iv. Grasscutting - Clerk has been given a possible contractor for the churchyard which has been followed up and awaiting a response. Burial on 30th May so would be good to have it cut before then. Rob offered to assist, details to be sought and circulated.
- v. Registration of Woodland Walk – Registration of land to proceed upon payment of the legal fees invoice from Spire (see 10ii).
- vi. Closure of Middle Hill – Clerk has been contacted by a Traffic Regulation Order Project Engineer from Norfolk County Council Highways department to discuss representations that have been made to them – awaiting a meeting date. Council commented that perhaps there was a suggestion of excessive signage.
- vii. Council's policies, including new Financial Regulations produced by National Association of Local Councils – New Financial Regulations issued by the National Association of Local Councils so clerk to review along with other policies and procedures in place. Update next meeting.

8. To consider taking over responsibility for the toilets from Broadland District Council to enable them to be open all year round

Matt Yates from Broadland District Council has mooted the parish council taking over responsibility for the toilets and providing an allowance for 1 or 3 years (with the option to return responsibility back to them if required) or a commutable sum. NB sums not confirmed, but potentially £17k for 1 year, £51k for three. Need to look into actual costs of the building, maintenance, employment issues/ TUPE etc.

Thoughts included that the facilities are used by visitors/delivery vans/boat, not residents and that BDC should extend the opening hours themselves.

A former member of council commented that this was a delegated function approximately 20 year ago with ongoing maintenance problems and employment of additional member of staff.

Matter deferred to next meeting so that Cllr Hale, as the one who has spoken to Matt Yates, could add to the conversation.

9. To discuss the problems being encountered by Royal Mail delivering mail to Seven Mile House

Clerk has received calls from Royal Mail to explain that there are issues delivering mail due to the property's location, however there was an assumption that council owned some land near Wickhampton church due to a dog bin being sited there – could they place a delivery box for the property near the bin. Confirmed that, to the best of council's knowledge, it does not own land there. Royal Mail should be requested to but in a formal request in writing.

10. To consider planning applications:

- i. Approvals:
 - 2024/0285 for extension and alterations at Ashfield House, 4 Mill Road Reedham approved 10th May 2024
 - BA/2024/0084/FUL work on Environment Agency maintained flood defence – approved 10th May 2024
 - BA/2024/0093/FUL extension to dining room and replacement of existing training building at Joseph House, 1 Church Road, Reedham - approved 22nd April 2024

Chairman:

- ii. The imminent Barn Owl Close development 20220887: update from conversations with the planning officer at Broadland District Council and impact on the parish council
Clerk has been contacted by Adam Banham the new planning officer for the development. It looks as if Badger will put a management company in place unless the parish council want to take on all the open spaces. However, there will be a commuted sum due to council so a request has been made to think of suitable projects such as tree planting, hedgerows, equipment for playing fields etc taking into account that there will be a play area in the middle of the site.
The footpath diversion across Middle Field and the new footpath along The Hills/Cliff Close is still being discussed.
Last year the planning officer made mention of a further consultation – Clerk awaiting confirmation as to whether this is going ahead and, if so, whether it could be called into committee to allow representations to be made. Updates to be made as soon as information available. Council requested that Cllr Nurden takes it to committee due to public feedback on phase 1.
The planning application will go out to re-consultation as still sorting out a few minor issues with the developers: comments can be considered by PC and if can be called in at that stage.

11. To consider any Highways issues raised

Trees – trees on nasty bend viewed by chair and clerk, no immediate action required
Post on Church Road for speed sensor and other places where it would be of use

12. To consider any correspondence received

Broads Authority – is there any existing Commons Council that would need to be consulted for new visitor infrastructure near the Yacht Station in Reedham: the usual applications should be made to Broadland District Council and further details can be found in the Neighbourhood Plan.

13. Financial matters, including:

- i. Monthly Income & Expenditure report

Broadland District Council	Textile bank	£60.39
Broadland District Council	Precept instalment	£11,696.00

Balance of accounts as at 12th May 2024: main account £27,006.12 and allotment account £1,380.80

- ii. The following payments were presented for approval and subsequently agreed

		Net	VAT	Gross
Collective Community Planning	Neighbourhood Plan	£373.75	£74.75	£448.50
Spire Solicitors	Registration of land adj Low Common Road (woodland walk)	£1,559.00	302.80	£1,861.80
Clear Councils	Insurance	£462.26	£50.07	£512.33
Countrystyle Recycling Ltd	Bottle bank	£22.50	£4.50	£27.00
Moulton Nurseries Plant Centre	Plants	£46.33	£9.26	£55.59
Mrs C Dickson	Microsoft renewal fees	£16.66	£3.33	£19.99
Miss A Beck	Salary	tbd	tbd	tbd

Chairman:

- iii. Consideration for spending the surplus funds from the Reedham Remembers event:
Ideas included: an artefact by the memorial; something at the village hall and/or school;
using Richard's photos to produce a frieze for the school/village hall; purchasing road
closure signs for use at remembrance day. It was mentioned that the loss of a similar aircraft
at Ashby Downs has a presentation board containing pictures of the airmen by the
memorial: Consideration needed as to the weathering aspect/materials. Richard to look into
it. Also the possibility of a reprint of the book and/or 2nd version incorporating Richard's
photos.

14. To receive items for the next agenda. Public session if required
Relocating the bottle bank from its current location on Riverside
Defibrillators

15. Time & date of next meeting - the next scheduled meeting is Monday 3rd June 2024 at 7.30 pm in
the Village Hall.

Meeting closed 21.10

Chairman: