

Weston Longville Parish Council
c/o The Parish Clerk, 73 The Cains,
Taverham, NORWICH, NR8 6FU
Tel: 01603 946937
Email: weston.longville@yahoo.co.uk

Minutes of the meeting held on
Monday 14 May 2018, 7.30pm in the Hall for All, Weston Longville

PRESENT:

Clare Morton (CM), (Chair), Ruth Goodall (RG), Anthony Thomas (AT), Gary Cannell (GC), Justin Cohe (JC), Peter Ross (PR)

Other attendance: Sonya Blythe (clerk)
County Councillor Greg Peck (GP)

Members of the public

Informal Items

Police report

The police report advised that no crimes had been recorded in February to April 2018. Overall in the last twelve months, 11 crimes less than in the previous year had been recorded.

GP reported that he had held a meeting on Friday with police regarding local crime. He urged the public to report all crime, no matter how small, as it could help with crime prevention.

County Councillor report

GP reported the following:

- A meeting on the western link would be held the following day. The consultation was now underway with parishes.
- He was due to meet affected landowners regarding the windfarm cables. Oulton airfield would be the HQ for workers for the duration of the project.
- Atlas works planning application – a second planning application had been submitted whilst the first was being appealed. This had now been placed on hold whilst the Planning inspectorate considered the appeal.

1 To Elect a Chairman

CM was proposed, seconded and elected. The acceptance of office was signed

2 Chairman's welcome and to receive apologies for absence

Apologies were noted from John Staveley

3 To Elect a Vice-Chairman

Peter Ross was proposed, seconded and elected. The acceptance of office was signed

4 Members' Declarations of Interests

None declared.

5 To approve and sign the minutes of the meeting held on 12 February 2018

The minutes of the meeting were approved and signed, subject to the following correction:

Item 6, line 3 should read "data" not "date".

6 To receive information on matters arising from the minutes not covered elsewhere on the agenda

6.1 None raised

7 To consider and agree the following policies:

7.1 The standing orders were updated to the current NALC model version. These were considered and **agreed**.

7.2 The existing Financial Regulations were considered and **agreed**

7.3 The existing Code of Conduct was considered and **agreed**

8 General Data Protection Regulations:

8.1 It was noted that the Parish Clerk had been appointed to the role of Data Protection Officer. The amended job description was **agreed**.

8.2 Consideration was given to forming a Data Protection Committee. It was **agreed** that the whole Council would be responsible for Data Protection.

8.3 The General Data Protection Regulations policy was considered and **agreed**.

8.4 The Records Retention Policy was considered and **agreed**.

8.5 The Privacy Notice was considered and **agreed**.

The above documents would be uploaded to the website. Action: Clerk.

9 To discuss Highways issues

9.1 To receive an update (John Staveley / Ruth Goodall)

JS reported by email that the speed cameras were due within the parish in July.

RG reported that reflector posts had been installed to protect verges. The banks had not yet been filled although the work had been agreed.

RG advised that she had carried a traffic survey out with CM. This indicated that traffic

through the parish had increased since the opening of the NNDR, and that drivers were driving aggressively. The official count would take place in November - if this demonstrated an increase of more than 15% from the 2015 figures the traffic calming measures would be considered.

- 9.2** To receive tasks to be reported to Highways; road signs throughout the parish to be cleaned; Weston Green triangle to be reinstated; road name sign on Ringland and Marl Hill missing.
- 9.3** To discuss the NNDR Western Link options: RG reported that the public consultation would run from 8 May – 3 July. Options developed from this would be released in the autumn. GP assured Council that NCC fully supported a link being built.
- 9.4** To receive details of the road closure for Sportive: it was reported that road closures would occur throughout the parish on 2 September.
- 9.5** To receive an update on the Ursted cable corridor: RG asked GP to ascertain where the reclaimed areas would be.

10 Village Hall and Play area

- 10.1 RG reported that due to a change in land registry, the land the Hall for All was sited on could not be changed without Veolia's permission.

11 Greener Weston

- 11.1 Two litter picks had been cancelled due to poor weather, however individuals had kindly collected litter independently.

12 To consider Planning issues:

- 12.1 To consider the following planning applications

Morton on the Hill: SPC Atlas Works, Norwich Road, Weston Longville, NR9
5SL: Resubmission of application for change of use from B8: Warehousing to a Sui Generis use for waste processing and the production of refuse derived fuel (RDF) with an annual throughput of 150,000 tonnes; installation of office, 2 x weighbridges and photovoltaic panels:.

CM and RG reported that they had submitted an additional objection.

- 12.2 To consider planning applications which have been received since distribution of the agenda.

None.

- 12.3 To note and ratify planning applications responded to since the last meeting due to the deadline date:

20180558 - Erection of Industrial Units (Classes B1, B2 & B8 Uses) and Vehicular Access

(Outline), Land at Norwich Road, Lenwade, NR9 5SA – no objection.

20180160 Dinosaur Park, multipurpose interactive theatre performance building - objection due to lack of sustainable thinking with regard to access.

20180272, High Oaks, Three Corner Covert, Weston Longville - Single Storey Side Extension and Various Fenestration Alterations. No objection.

12.4 CM reported that planning matter 3189064 had gone to appeal.

13 To receive correspondence and agree action/response

13.1 Traffic matters – a letter had been received regarding traffic issues on Morton Lane. The request would be forwarded to Highways.

13.2 Honingham – Lenwade Road- a request has been received that the bend on the HGV route should be reinstated. CM advised that she thought the work had already been carried out and **agreed** to check. Action: CM.

13.3 South Norfolk and Broadland Council reported that they were carrying out a feasibility study into collaborative working – this was noted.

14 Financial matters

14.1 The updated accounts were noted.

14.2 To following payments were **agreed**:

- i) Clerk salary and expenses £500.22 (standing order £459.80 paid on 1 April; cheque 40.42
- ii) HMRC - £117.20
- iii) NALC – annual fees £137.75
- iv) Norse – grounds maintenance £515.69
- v) Hurst-Van Beuningen Farms – hedge cutting £42
- vi) Emma Stone – Annual Audit £40
- vii) Living Heartbeat project - training support £1000 (from Solar fund)

14.3 To note income:

Precept (1st installment) £2750

14.4 The annual governance statement 2017/18 was considered by Councillors, **agreed**, and thereby signed.

14.5 The annual accounts statement 2017/18 was considered and **agreed**. The exemption certificate was signed as the parish accounts were less than £25000.

Clerk to send exemption certificate and other relevant paperwork to the auditors and upload to website.

14.6 The annual grant requests were considered and **agreed** as follows:

- All Saint's Churchyard Maintenance – agreed £500 (from S137 money)
- Norfolk Age UK £100

14.7 General power of competence. Council agreed that it remained eligible to hold the general power of competence. This was therefore **agreed** for the following year.

15 Any Other Business (items for information only).

15.1 JC reported that superfast broadband was now available within the parish.

15.2 It was noted that the parish postman was retiring after many years service. It was **agreed** that a small gift could be purchased for him, using the power of general competence

16 To confirm the date of the next meeting:

Monday 9 July 2018

Meeting closed at 21:25

Signed
Chairman.