

Minutes of the meeting held on
 Monday 13 May 2019, 7.47pm in the Hall for All, Weston Longville

PRESENT:

Clare Morton (Chair), Peter Ross (PR), Ruth Goodall (RG), (AT), Justin Cohu (JC), Paul Cowley (PC), Barrie Keen (BK), Robert Banks (RB)

Other attendance: Sonya Blythe (clerk)
 Peter Bulman (District Councillor)

Member of the public

	<i>Councillors signed their declarations of acceptance of office before commencement of the meeting.</i>
1	To Elect a Chairman CM was proposed, seconded and elected at Chairman for the forthcoming year. The acceptance of office was signed.
2	Chairman's welcome and to receive apologies for absence None.
3	To Elect a Vice-Chairman PR was proposed, seconded and elected as vice-chairman.
4	To receive Members' Declarations of interests for meeting tonight and to update declaration of interest forms. Returning Councillors confirmed that their declaration of interests had not changed. RB and BK to return their forms to the clerk within three weeks.
5	To approve and sign the minutes of the meeting held on 11 February 2019 The minutes were signed subject to the following amendment: 10.2 – should read Powis not Palace
6	To receive information on matters arising from the minutes not covered elsewhere on the agenda None raised.
7	To adopt the Power of General Competence

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	Due to having all elected members and a qualified clerk, the Council was again eligible to hold the Power of General Competence. It was resolved that this be adopted again.
8	<p>To review Councillor portfolios</p> <p>CM circulated a document detailing the councillor portfolios. The following portfolio holders were agreed:</p> <p>PR – Inter stakeholder Liaison RB – Parishioner Welfare RG – village facilities PC – environment JC – communications BK – local transportation, Ruth – strategic transportation CM – planning.</p> <p>CM would summarise this for the Wensum Diary and website. ACTION CM.</p> <p>PC suggested that councillors have parish email addresses. This would be considered at budget setting time as there would be a cost implication.</p>
9	<p>To re-confirm the following policies:</p> <ul style="list-style-type: none"> • Standing Orders • Financial Regulations • Code of Conduct • General Data Protection Regulations <p>The policies were reconfirmed.</p>
10	<p>To receive a report on the Local Chairs meeting (if any)</p> <p>N/A</p>
11	<p>To receive an update on the revised Parish Plan</p>

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	<p>CM advised that the working group had met the previous week and had agreed set questions for parishioners to respond to. These would be trialled on a parishioner.</p>
<p>12</p> <p>12.1</p> <p>12.2</p>	<p>To discuss Highways issues</p> <p>To receive an update on:</p> <ul style="list-style-type: none"> • The NNDR Western Link - • Update from NCC on junction strategy required. • The A47 Duelling <p>To discuss traffic calming</p> <p>CM reported that following the public consultation, the preferred route would be taken to NCC Cabinet on 15 July. It was likely that it would then have to be taken to the Planning Inspectorate.</p> <p>The increased traffic through the parish was raised. After a discussion, there was consensus from parishioners and councilors that some form of action was required, but that police enforcement would not help. A permanent road closure was not wanted as residents would feel trapped and it was likely that the traffic would decrease once the western link opened. It was agreed that the following would be considered for suggestion to NCC to ascertain what options they would consider: temporary road closure; access only route; width restrictions on roads; taking no action. In regard to width restrictions, Council were reminded that farm vehicles would require access to the parish still. ACTION CM</p>
<p>13</p>	<p>Village Hall and play area</p> <p>a) To receive an update</p> <p>RG reported that the play area would receive its annual clean on 18 May. Volunteers would be welcome. A complete redecoration of the hall was being considered in the autumn.</p>

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14	<p>To receive an update on Greener Weston</p> <p>14.1 PC reported that he would be attending a footpath seminar.</p> <p>14.2 PC agreed to check ownership of a right of a way raised by the public. ACTION PC</p> <p>14.3 CM agreed to check the planning portal to review the planned access to new properties by the church as a vehicle gate had been installed. ACTION CM</p>
15	<p>To consider planning issues / applications</p> <p>To consider the following planning applications:</p> <p>15.1 20190649 - SPC Atlas Works, Norwich Road, Lenwade. Demolition of Existing Warehouse and Construction of a New Building Comprising of 7 no. Units for B1 and B2 Use and Provision of Associated Parking. No objection.</p> <p>RG raised an issue from the Poly-Pure company on the same estate who were using the site for storing large quantities of plastic window frames outside. The plastic appeared to be degrading and blowing off the site with implications both for the environment and for local people. She had reported this to Environmental Services. CM would check whether a formal enforcement notice has been opened. ACTION CM.</p> <p>15.2 20190697 - Parsons Nook (formerly Old Dairy annexe), Morton Lane. Variation of Condition 4 of Planning Permission 20172197 - To allow Parsons Nook to be used as residential annexe. No objection.</p> <p>15.3 To note appeal and consider response: APP/K2610/W/ 19/3226114 - Field Maple Barn, Weston Green Road. Single Storey Detached Annexe . No comment.</p> <p>15.4 To receive an update on the Honingham Road traveller pitch planning issue. No update had been made since the last enforcement update had been circulated. CM would request an update. ACTION CM.</p> <p>15.5 To consider applications received since publication of the agenda</p>

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	Correspondence had been received requesting comment on a proposed 7.5 tonne vehicle weight limit in Lyng. Clerk to email to councillors to consider. ACTION CLERK. Clerk to submit planning responses. ACTION CLERK.
16	To receive outstanding correspondence and agree action/response (Clerk)
16.1	Green belt for Norwich – PC to look and report to Councillors. ACTION PC.
16.2	Environment Agency works in the area – noted.
16.3	To consider correspondence received since publication of the agenda None.
17	To review financial matters
17.1	The updated accounts were noted.
17.2	The following payments were agreed: i) Clerk salary and expenses - £546.43 ii) HMRC – Clerk tax £121.20 iii) Norse (grounds maintenance) £641.46 iv) Rosamund Finch (litter picking equipment) £113.22 v) Emma Stone (internal audit) £40 vi) Norfolk Association of Local Councils (annual fees) £137.75 vii) To note: Wensum Diary (Western Link leaflets) £95 (paid in March 2019 outside meeting) viii) Norfolk Parish Training Services (new councilor training) £96 ix) Paul Cowley (training) £27
17.3	To following income was noted: i) CIL £6684.87 ii) Precept £2750 iii) Norfolk Foundation Grant award £2646 (for parish plan)
17.4	To sign the new contract for Norse grounds maintenance. The contract increase was agreed for the following year.

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17.5	To sign the direct debit form for future payments to the Information Commissioner Office The form was signed by two signatories.
17.6	To consider grant applications: All Saints Church - £500 for grounds maintenance agreed. Norfolk Accident Rescue Service - to be considered at July meeting.
17.7	To agree new bank signatories. It was agreed that CM and PC should be made signatories. ACTION CLERK.
17.8	To consider and agree the annual governance statement 2018-19. The annual governance statement was considered and agreed by councillors. The Chairman and clerk signed the form.
17.9	To consider and agree the annual accounting statement 2018-19. The statement was considered by councillors and agreed. The form was signed by the Chairman. Clerk to submit documents to external auditor.
17.10	To discuss the future use of wind turbine and CIL money. It was agreed that CM should write an article for the Wensum Diary asking parishioners for suggestions on how to spend the fund.
18	To receive any other business (for information only) RG reported that the sportif would ride through the parish on 1 September. A road closure had been applied for.
19	To receive items for the next agenda None.
20	To confirm the date of future meetings: Monday 8 July

Weston Longville Parish Council
c/o The Parish Clerk, 73 The Cains,
Taverham, NORWICH, NR8 6FU
Tel: 01603 946937
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Monday 9 September Monday 11 November Meeting closed at 9.20pm.

Sonya Blythe
Clerk to the Council – May 2019