

Minutes of the meeting held on  
Wednesday 5 May 2021 at 7.39pm via MS Teams

**Present:**

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

Apologies received: None received

Other attendance: Helen Pearson (Clerk), Peter Bulman (District Councillor), Greg Peck (District Councillor), members of public

**1 To Elect Chairman**

CM was proposed, seconded and elected as Chairman for the forthcoming year.

The Declaration of Acceptance of Office was signed in view of all present.

**2 Chairman's welcome and to receive apologies for absence**

CM welcomed all to the meeting and noted no apologies for absence were received.

**3 To Elect Vice Chairman**

PR was proposed, seconded and elected as Vice Chairman.

**4 To receive Members' Declaration of interests for meeting tonight and to update declaration of interest forms.**

None raised but all Councillors, as parishioners, would be impacted by the proposed western link road.

**5 To approve and sign the minutes of the meeting held on 8 February 2021**

The minutes of 8 February were agreed and signed as an accurate record. The Chairman will give the signed minutes to the Clerk at the next physical meeting.

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

JC reported that a parishioner had instigated a survey around the increase in noise level from the Roarr Dinosaur Park as it was affecting the well being of the residents living close by. Peter Bulman offered his support to speak to Environmental Health on behalf of the parishioner about their concerns.

**Action: JC** to inform parishioner to get in touch with PB.

Minutes of the meeting held on  
Wednesday 5 May 2021 at 7.39pm via MS Teams

**7 To review and confirm the following policies:**

- **Standing Order**
- **Financial Regulations**
- **Code of Conduct**
- **GDPR**
- **Co-option Policy**

The policies were re-confirmed.

**8 To receive update on water for allotments**

PC reported that Anglian Water has surveyed the site and agreed the location for the water pipe connection. He received a quote for £840 to cover the cost of cost and installation of pipe, trench work and running it to the allotment. It is anticipated that the installation will completed within a few weeks. PC will notify Wherry Housing of the trench work. PC will plot the route on to a map for record purposes once it has been marked out. All were in agreement for the proposed work to be carried out. **Action: PC**

As the pipe will run across T Finch's land, CM will get in touch with Norfolk ALC for advice on obtaining an easement. **Action: CM**

**9 To discuss / action offshore cabling projects**

**9.1 Hornsea Project Three Offshore Wind Farm**

PC reported that this project has received approval so it will go ahead as per the published route. Construction will take place between 2021 to 2027.

**9.2 Sheringham Shoal Extension Project (SEP) and Dudgeon Extension Project (DEP)**

PC reported that Equinor is the main stakeholder in both the SEP and DEP projects but each have its separate stakeholders. Equinor is trying to put it through as one project but it could be split into two. There will be two lots of cables to the sub station and it will follow the same route but a lot of land will be out of action.

Both SEP and DEP projects will have a different route to Hornsea so this will create more disturbance to the parish as it covers a larger area. Also, it will be around the same time scale as NNDR and NWL.

Minutes of the meeting held on  
Wednesday 5 May 2021 at 7.39pm via MS Teams

PC said he recently attended the stakeholder forums organised by Equinor and it was attended by other parish councils who shared common concerns but it appears that Weston Longville will be the parish most affected.

Exact routes can be found in latest consultation documents released which closes on 10 June 2021.

It was noted that there will be four construction compound options, two of which will be in Weston Longville (Atlas Works and Woodforde farm). Following discussion, concerns were noted about further traffic disturbances to the parish, and it was agreed for PR will approach owner of Woodforde farm to inform him that the Parish Council will object to the site being used as a construction compound and request that he re-consider it. **Action: PR**

CM will inform parishioners about the consultation in Wensum Diary and to encourage them to provide feedback to it. **Action: CM**

CM and PC will draft a response to the consultation on behalf of the parish council. **Action: CM & PC**

PC will inform Equinor representatives of the Parish Council's objections. **Action: PC**

CM will approach MP and its County Councillor to notify them about the cumulative effects it will have for the parish.

## **10 To discuss / action highway issues**

10.1 To discuss the NNDR Western Link

10.2 To discuss the A47 Dualling/A47 junction modification

RG reported she had circulated an update from the recent meeting with NCC. At the meeting, NCC did not provide the modelling on width restrictions so she has formally re-requested that NCC should develop a physical width restriction proposal for WLPC to consider. NCC should also model the impact of closing Weston Green Road. Ruth reported there is a further meeting with NCC next week.

10.3 Parish traffic and improvement plans

CM reported that there has not been many feedback regarding the suggestion by a parishioner on banks along Weston Hall Road. CM will contact the parishioner that this will not be pursued by the parish council but he is welcome to approach local landowners about it. **Action: CM**

Minutes of the meeting held on  
Wednesday 5 May 2021 at 7.39pm via MS Teams

**11 To consider planning issues / applications**

- 11.1 To consider the following planning applications
- 11.1.1 None received
- 11.2 To consider planning applications received since distribution of the agenda
- 11.2.1 Weston Covert PA20210755 – WLPC has no objections but would like to propose conditions to the location of the glamping pods, to have the inclusion of landscaping and that no outside BBQs to be held due to fire risk to neighbouring land.
  - 11.2.2 2 Hall Cottage PA20210670 – no objections
- 11.3 The following planning responses sent since last meeting were ratified;  
None
- 11.4 To consider other planning matters  
Travellers Site – CM will contact S Kenny and copy in P Bulman for an update on the site. **Action: CM**

**12 To receive outstanding correspondence and agree action/response**

- 12.1 To consider the following correspondence:
- i. Requested donation to the Broadland Tree Warden Network  
All agreed to donate £30
  - ii. Armed Forces Covenant for Parish Councils  
All agreed to sign the Covenant and PR will be the Armed Forces Champion within the Parish Council.
  - iii. All Saints Church maintenance donation request  
All agreed to donate the requested £500. It will be paid at the next physical meeting.
- 12.2 Correspondence received since distribution of agenda  
None

**13 To review financial matters**

- 13.1 To accounts to date for 2021/22 were received.
- 13.2 To following payment were agreed:
- i. NALC annual subscription - £145.65

Minutes of the meeting held on  
Wednesday 5 May 2021 at 7.39pm via MS Teams

- ii. AGAR training course (NALC) - £30.00
- iii. Internal audit (SB Auditing) - £40.00
- iv. New councillor training (Norfolk PTS) - £50.00
- v. The Broadland Tree Warden Network – £30.00
- vi. Hedge cutting (J Hurst) - £55.20
- vii. Covid 19 Financial Assistance Fund (Solar Fund) - £nil

13.3 Receipt of CIL monies (TMA Bark Supplies) £1772.78 was noted.

13.4 To receive internal audit report and its recommendations

The recommendations on the internal report were noted and CM has provided a copy of the conveyancing document and current list of allotment tenants to the clerk. All agreed to review the annual fees at November's meeting as part of the budget planning process. In the meantime, CM will find out the average allotment rental fees. **Action: CM**

13.5 To consider, agree and sign off the Certificate of Exemption 2020-21  
The Certificate of Exemption was considered and agreed by councillors. It was signed by the Chairman.

13.6 To consider, agree and sign off the Annual Governance Statement 2020-21  
The Annual Governance Statement was considered and agreed by councillors. It was signed by the Chairman.

13.7 To consider, agree and sign off the Annual Accounting Statement 2020-21  
The Annual Accounting Statement was considered and agreed by councillors. It was signed by the Chairman.

**14 To receive any other business (for information only)**  
None

**15 To receive items for the next agenda**

- Possible CIL expenditure
- Three Parish Plan party

**16 To confirm date of dates of future meetings**  
Monday 12 July 2021  
Monday 13 September 2021  
Monday 8 November 2021

Weston Longville Parish Council  
c/o The Parish Clerk, 153 West Acre Drive,  
NORWICH, NR6 7HX  
Tel: 01603 419355  
Email: [weston.longville@yahoo.co.uk](mailto:weston.longville@yahoo.co.uk)

Minutes of the meeting held on  
Wednesday 5 May 2021 at 7.39pm via MS Teams

Meeting closed at 9.50pm