



FULL COUNCIL MEETING - FINAL MINUTES

A meeting held in the Hub on Thursday 2nd February 2023, 6.30pm

Parish Councillors Present: Cllr Elaine Allsop, Cllr. Malcolm Allsop (Chair), Cllr Philip Everett, Cllr Barry Fiske, Cllr Sylvia Holyoake, Cllr Ian Joynson and Cllr Peter Mantle.

Also present: Cllr Martin Murrell (Broadland District Council (BDC); Cllr Fran Whymark (Norfolk County Council (NCC), Broadland District Council (BDC) & Broads Authority (BA)); 12 members of the public.

Clerk: Clare Male

1. **ATTENDANCE** - Noted those present and apologies from PC Al Jennings (Norfolk Police).
2. **DECLARATION OF INTEREST** Members are invited to declare a previously undisclosed interest relating to any item on the agenda and to ask for a dispensation to vote on matters in which they have a disclosable pecuniary interest or other non-financial interests. None declared.
3. **MINUTES OF PREVIOUS MEETING** - agreed the accuracy of the final minutes of the Parish Council meeting of the 1st December 2022.
4. **PUBLIC SPEAKING**
 - 4.1. Received a report from Martin Murrell, Broadland District Councillor (BDC):
 - 4.1.1. Gypsy & Traveller sites consultation as part of the Greater Norwich Local Plan (GNLP). Closing date is the 13th March.
 - 4.1.2. Nutrient neutrality (planning) – constructors will be able to purchase credits to “offset”. Hope is that effected planning applications can start to be reviewed from April.
 - 4.1.3. Council Tax assistance scheme has been approved for another year.
 - 4.1.4. Council Tax from BDC will be frozen for next financial year.
 - 4.1.5. Elections on 4th May for District & Parish Councils. Voters will now need to present photo ID at the polling station. Clerk will continue to promote.
 - 4.1.6. Rackheath medical practice – currently drawing up plans for the building. Current completion date is March 2024, although this is considered optimistic.
 - 4.2. Received a report from Fran Whymark Norfolk County Councillor (NCC) for Wroxham Ward:
 - 4.2.1. Look out for Digifest in libraries across the County.
 - 4.2.2. County Deal. Proposed that BDC will remain as a sovereign council. £600 million funding available but not yet clear which services will be devolved. The Leader of the Council would be an elected Leader.
 - 4.2.3. Council Tax – huge holes in the budget. Looking to make further savings but there will need to be an increase.
 - 4.2.4. Discussed closure of Wroxham’s closest recycling centre – Mayton recycling centre. Noted petition against closure but also comments in support of closure.
 - 4.3. Broads Authority (BA). Have recently voted for tolls increase of 13%. Due to inflation, rising materials cost and additional Rangers to support safety. Noted a reduction in number of hires of holiday boats but an increase in the number of day hires.
 - 4.4. Public speaking -

- 4.4.1. Request for village wide 20mph limit. Cllr Whymark said it was highly unlikely that the A1151 would be reduced from 30mph. Noted that Hoveton & Wroxham alliance have talked about Highways issue and wish to meet with County Councillor and Highways.
- 4.4.2. Is the hedge/tree planting dissecting the field behind Keys drive and adjacent to Salhouse Road pre-empting more housing development? The site is not included in the Greater Norwich Local Plan.
- 4.4.3. Request to discuss developments in Broadband provision – no resident present.
- 4.4.4. Request to discuss developments to increase power supply to Wroxham Football Club - no resident present.

5. MATTERS ARISING FOR INFORMATION ONLY:

- 5.1. Freedom of information request for SAM2 data for the whole village for the two years from the 1st January 2021 to 31st December 2022 inclusive. Deadline to respond is the 2nd March.
ACTION CLERK & CLLR JOYNSON
- 5.2. Tree planting – Clerk made an application to the Wroxham Benefice in April 2022 to plant a crab apple tree in the closed churchyard. Still no response so application has been submitted to the Diocese directly.
- 5.3. BDC – notification of a new IT system for planning applications. New system will be phased in from the 8th to 22nd February.
- 5.4. Church Hall – noted an article in The Bridge magazine giving their intention to apply for change of use planning permission for residential dwellings on the site.
- 5.5. New planning application received since the agenda was issued - Meadowside, 29 Church Lane, NR12 8SH - Multi-storey Side & Rear Extension to Semi-detached House. Deadline 24th February. No objection.
- 5.6. Funeral of Carl Mills, firefighter at Wroxham Fire Station is on the 11th February. Cllr Fiske will represent the Council. A donation has been made to East Anglian Air Ambulance. The funeral cortege will pass through the village with a vintage fire engine. Details on Facebook.

6. PLANNING & TREE WORKS – Cllr M Allsop & Cllr Joynson

- 6.1. Water abstraction licences from the River Bure. Following intervention from Cllr Whymark the BA have responded to say they only consider the matter from a planning perspective and that it is a matter for the Environment Agency (EA). EA are currently reviewing all licences on the River Bure.
- 6.2. 6 Charles Close, NR12 8TU, proposed single storey extension. Broadland District Council application number 20221928. Closing date 28th December. NO OBJECTION.
- 6.3. Holly Cottage, 22 Church Lane, Wroxham. Broads Authority Application No: BA/2022/0432/HOUSEH. Part retrospective replace timber quay heading. Deadline for comments: 25th January 2023. NO OBJECTION.
- 6.4. 125 Norwich Road. Ground floor extension and conversion of attic space. Broadland District Council application no 20222062. Closing date for comments 2nd February 2023. NO OBJECTION.
- 6.5. 45 Charles Close, NR12 8TU. Proposed single storey side and rear extension with alterations to finishes and window openings. BDC application no: 20230069. Deadline for comments 5th February. NO OBJECTION.
- 6.6. Tree works applications in BA and BDC Conservation Areas – all no objection, except a note on 6.6.4 asking BDC to look at this more closely.
 - 6.6.1. 4 Park Road, NR12 8SB. BDC application no 20221977. Fell 3 fir trees.
 - 6.6.2. 23 The Avenue, NR12 8TR. BDC application no 20221981. T1 - Beech - dismantle down to just above ground level T3 - Douglas Fir - remove 2 x broken branches to make safe.
 - 6.6.3. Hill Barn, 4 Skinners Lane - Broads Authority application number: BA/2022/0495/TCAA. T1: Oak - reduce long lateral growing towards property by 3m. Remove storm damaged limb. T2&3: Beech - crown raise to 5m.
 - 6.6.4. 90 Charles Close – remove a 11m high Willow. BDC application no: 20230039.
 - 6.6.5. 45 Charles Close - T1 Sweet gum tree - Approx 10m height and 9m width. Reduce height by 3.5m and width by 3.15m. BDC application no 20230070.

7. LIASON WITH OTHER BODIES – Cllr M Allsop

- 7.1. **Norfolk Police:** reported on the priority setting meeting of the 15th December. Noted that a petition about speeding presented to WPC has been passed onto the Police.
- 7.2. **BDC Town and Parish Council Forum** – report on the meeting of the 16th January – covered Nutrient Neutrality and the options the Help Hub can offer. Noted the next meeting 13th February.
- 7.3. **Hoveton & Wroxham Alliance** – report on the meeting of the 30th January. Talked about the lack of coordination of roadworks on the A1151. To follow up later in the year. Also covered Station Road businesses, Pocket Park and the Precinct.

8. FINANCIAL MATTERS – Cllr Fiske

- 8.1. Reviewed this period's financial position:
 - 8.1.1. Noted total bank balances for period of £55,441.27
 - 8.1.2. Receipts - noted receipts in the period of £1,300.
 - 8.1.3. Payments - agreed payments of £17,584.74 as shown in Appendix 1.
- 8.2. Reviewed the minutes from the latest Finance meeting of 24th January 2023.
- 8.3. Reviewed and agreed costs for grass cutting and maintenance work at the Churchyard, Cemetery and Agnes Gardner King playground for 2023 season. No increase in prices from last year. Thanks to Shaun Hearn Landscapes for his commitment to the village.

CLERK TO ORDER

9. GOVERNANCE AND ADMINISTRATION – Cllr Everett

- 9.1. Noted the forthcoming election in May 2023 for District and Parish Councillors. All Councillors term of office will finish on the 8th May. Four Councillors declared that they will not be standing for the next term of office. Wroxham is an 11 seat Council with 7 current members. With 4 not standing for re-election, if no one else steps forward then the Council will become inquorate and go into a “special measures” situation. This could involve BDC putting in District Councillors and/or holding a second election which would be charged to the Parish Council. Noted election training for the Clerk and accepted a revision to the May meeting date due to the election.
- 9.2. Reviewed and agreed up the operational risk register. Added inquorate Council and lack of public interest means WPC has to reduce the level of service provision to the village; Trafford Memorial Ground (at Caen Meadow) only land registration not completed; fire hazard at Caen Meadow – Caen Meadow working group has agreed the grass to be cut less. Removed street furniture cleaning (duplicated); Caen Meadow bins (duplicate); fly tipping at Keys Hill Wood (no incidents for about 4 years). Upgraded from medium to high – insufficient resources for projects (Councillors, frozen precept); litter & dig bins – ongoing issue; litter picking – Community Payback very unreliable, needs reviewing.

10. ACTION PLAN:

- 10.1. **Adoption of Wherry Gardens - Cllr Fiske** – noted the section 38 Highways adoption has not proceeded as expected. WPC agreed at Finance committee to move on with adoption and have proposed an adoption date of 1st April. Hopkins Homes have not yet responded.
- 10.2. **Coronation - Cllr E Allsop** – Joint event with Hoveton PC and other local organisations. So far, the Taverham band and miniature donkeys have been booked for the Hoveton village hall field. WPC have agreed to pay for half of the band. Limited enthusiasm. Feeling that WPC held a popular event for the Jubilee and that residents will chose to celebrate their own way. Another meeting next week. Cllr E Allsop will report back.

11. HISTORIC & BURIAL SPACES

- 11.1. Permanent memorial for Agnes Gardner King in St Marys Church (**Cllr E Allsop**). This is going ahead, fully funded by Gordon Barber funeral services. More poignant as the Church Hall, whose foundation stone was laid by Agnes is almost certainly to be pulled down. Hopeful that the original wooden cross will be restored and displayed in the church. Many thanks to Gordon Barber Funeral Services for their support.

- 11.2. Review and agreed the proposed revision to the burial plot layouts at the Cemetery (**Cllr Mantle**). Reduces the number of plots but gives more circulation spaces.

CLERK TO PUBLISH

12. **SPEEDING – Cllr Joynson** – reviewed months data from 2 SAM2 devices.
- 12.1. First location - The Avenue post adjacent to Junction of Beech Road and The Avenue facing traffic coming from direction of yacht club. Traffic numbers average 171 vehicles per day which has reduced since pre pandemic. Speeding was at 2.6 – 3.4%, which is about 1% higher than the previous data set but very low overall.
- 12.2. Second location - Salhouse Road adjacent to Hopkins bus stop facing traffic coming from Salhouse. Speeding has dropped from 50/60% to about 40% since the 30mph sign has been moved.
Agreed it is about awareness and education. There is a perception of speeding on The Avenue but the data doesn't back this up. The issue seems to be inappropriate speeds on narrow areas and near pedestrians. See item 4.4.1 & 7.3. Clerk to research 20mph limit in Horning. Devices will be moved to the Norwich Road for the next period. **ACTION CLERK**
13. **CAEN MEADOW WORKING GROUP** – Cllr Fiske - met for the fourth time. Rough areas have had a twice yearly cut and the litter revealed underneath has been litter picked by the group. A new concrete pad has been installed ready for a new bench. Old pad has been removed. Working on grass cutting, fence on Malt House Lane, social media coverage and access.
14. **CORRESPONDENCE: Noted -**
- 14.1. Request for the Parish Council to help provide a service providing laundry services to those suffering from the Cost-of-Living crisis.
- 14.2. Letter from resident regarding lack of street lighting and signage at the junction of Salhouse Road and the Wherry Gardens estate. Referred to NCC Highways.
- 14.3. Police Budget consultation – closes 16th January.
- 14.4. Requests from residents for street sweeping for Hartwell Road and The Avenue. Done.
- 14.5. Noted the requirement for photo ID when voting in elections. Free ID cards are available.
- 14.6. Noted that NP Law have withdrawn its subscription service and will be providing Parish Council's with advice on an hourly rate basis.
- 14.7. Draft Coastal Adaptation Supplementary Planning Document – consultation closes 8th March. Not relevant to WPC but an interesting document.
- 14.8. Reminder that Anglia Water are laying a new pipeline adjacent to the Broadland Northway (NDR) from the 6th February – closure of the south end of the Salhouse Road and the footpath on the NDR.
15. **ITEMS FOR NEXT AGENDA** – 3rd March 2023 at 6.30pm.

Meeting closed at 7.58pm

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Clare Male, Clerk & RFO to the Parish Council

07341 873375
clerk@wroxhamparishcouncil.org

Signed by.....

Dated.....