



## **FULL COUNCIL MEETING - FINAL MINUTES**

**held in the Hub on Thursday 5<sup>th</sup> March 2020, 6.30pm**

### **Parish Councillors Present:**

Cllr Elaine Allsop

Cllr. Malcolm Allsop

Cllr. Barry Fiske

Cllr Patrick Hadingham

Cllr. Sylvia Holyoake

Cllr Angela Ireland

Cllr Ian Joynson

Cllr Peter Mantle

**Clerk:** Clare Male

### **Seven members of the public were present at the meeting.**

1. ATTENDANCE – Apologies received from Cllr Philip Everett and Cllr Martin Murrell, Broadland District Council (BDC).
2. DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS – none.
3. MINUTES OF PREVIOUS MEETING - agreed the accuracy of the final minutes of the Parish Council meeting of the 6th February 2020.
4. PUBLIC SPEAKING
  - 4.1. District Councillors report – none.
  - 4.2. County Councillors – none.
  - 4.3. Norfolk Police crime figures 1st to 29th February 2020: 7 reports in total – 1 attempted theft from a motor vehicle; 1 victim left car unlocked on driveway, unknown persons have made an untidy search of car; 1 burglary in a residential dwelling - entry gained to house, cash & jewellery taken; 1 common assault – domestic; 2 sexual offences – 1 was domestic; 2 thefts from a motor vehicle - cars unlocked, items taken. Clerk to post geographical locations on Facebook. ACTION CLERK
  - 4.4. Public speaking – planning item 8.4. The occupant presented revised drawings that respond to concerns from neighbours.
5. MATTERS ARISING FOR INFORMATION ONLY
  - 5.1. Noted matters arising since the agenda was issued:
    - 5.1.1. Complaints from residents on Nobel Crescent and Church Lane about parking. Cllr Mantle has followed this up with St Marys church and local residents.
    - 5.1.2. Invitation from UK Power Networks to attend an event on the 25<sup>th</sup> March at Ipswich Football Club.
    - 5.1.3. Broadlands Futures Initiative regarding a flood modelling survey available online until the 29<sup>th</sup> March. Comments received from Hoveton Parish Council.
    - 5.1.4. Request from Norfolk Broads Direct (NBD) to install a dog bin on the corner of their offices. This will need to be fully funded by NBD. Clerk to contact. ACTION CLERK
    - 5.1.5. Coronavirus – Clerk has reviewed risks – 4 identified. Cancellation of public meetings, overflowing litter and dog bins if BDC stop collections, any obligation to close Agnes Gardener Playground and the cessation of payroll services means the Clerk does not get paid. To be reviewed at the next Finance meeting.
    - 5.1.6. Broads Authority have concluded that the signage on the new pet shop is permitted development.
  - 5.2. Report on any other matter not covered on the agenda:

- 5.2.1. Investments – Broadland District Council have provided clarification on the legislation. Clerk will prepare a robust policy for the next Finance meeting.
- 5.2.2. Castle Staithe – now maintained and repaired by the Broads Authority. Cllr Fiske will write to thank them for their support.
- 5.2.3. Fireworks – Clerk advised on the legal position and it was agreed to investigate further a byelaw on banning fireworks in the Conservation area. ACTION CLERK
- 5.2.4. Public meeting with new MP Jerome Mayhew – agreed to arrange a date in late May. ACTION CLERK

## 6. CORRESPONDENCE

- 6.1. Thanked Wroxham and Hoveton Lions and a resident of Park Road for the donation to the new swing at the Agnes Gardener Playground. Cllr Joynson investigating other funding possibilities.
- 6.2. Broads Authority – update on Broads National Park signs. Clerk to order. ACTION CLERK
- 6.3. Noted Broads Society newsletter including a request for information on flooding in the Parish.

## 7. LIASON WITH OTHER BODIES

- 7.1. Hoveton Parish Council – noted and discussed WPC’s objection to the Brooke Park planning application. Noted the forthcoming public exhibition of the detailed plans 4th March 2-8 pm, in Hoveton Village Hall, and the public meeting to be held on 11 March from 6:30 pm, also in Hoveton Village Hall, all Councillors encouraged to attend. HPC will be seeking answers to the issues of infrastructure capacity and to 7 specific questions.
- 7.2. GNLP – noted the response to the consultation. Clerk to publish online. ACTION CLERK.
- 7.3. Boundaries Commission County consultation – discussed the desire for Wroxham to be combined with Hoveton for County boundaries. ACTION CLERK
- 7.4. Market Town Improvement Strategy – noted that a joint response has been issued by WPC and HPC. Noted further comments from Cllr Nigel Dixon.

## 8. PLANNING

- 8.1. Wroxham Conservation Zone and Article 4. Reported that residents have been in contact regarding the regulations. A further leaflet drop is planned. Any applications need to be reported via BDC.
- 8.2. Wroxham Football Club, 35 Skinners Lane, NR12 8SJ – 20191750. To note that scheme has been approved by Broadland District Council, despite objections from the Parish and District Councillors.
- 8.3. 60 Norwich Road, NR12 8RX – 202002. Revisions to the current building project. Deadline 6<sup>th</sup> March. No comment.
- 8.4. 151, Norwich Road, Wroxham, NR12 8RZ - 20200242. Conversion of a garage into a two-storey office. Further information supplied by resident on usage. Deadline 10<sup>th</sup> March. No objection.
- 8.5. New planning application - BA/2019/0411/HOUSEH - New timber Boatshed, quay heading improvements & additional decked area, Monksmead, Beech Road. Deadline for comments 9th March. No objection.

## 9. FINANCIAL MATTERS

- 9.1. To review this period's financial position:
  - 9.1.1. Noted total bank balances of £73,159.36.
  - 9.1.2. Receipts – no receipts in the period.
  - 9.1.3. Payments - approved payments as recorded in the payment schedule of £3,861.14. Noted that the defibrillators pad set supplied only had one pad in. Cllr Joynson to investigate. ACTION CLLR JOYNSON

## 10. ADMIN & GOVERNANCE – CLLR P EVERETT (absent):

- 10.1. Review of roles and responsibilities – Clerk to arrange a meeting to discuss. ACTION CLERK
- 10.2. Councillor recruitment – currently have two vacancies. Agreed to place another request in the Bridge and on FB. ACTION CLLR ALLSOP
- 10.3. Rescheduling Full Council meetings to an alternative evening – Clerk to investigate the availability of the hall on a Monday evening. ACTION CLERK
- 10.4. Clerks job evaluation – to be reviewed on Cllr Everett’s return.

## 11. HIGHWAYS – CLLR B FISKE - to update on the meeting with Highways.

- 11.1. Charles Close pavements. Noted that Highways have not included the remaining works in the 20/21 capital programme but will submit a bid for the following financial year.

- 11.2. New Village sign on the green at the junction of The Avenue and Norwich Road. Final weight and dimensions agreed and submitted to the structural engineer for foundation designs to be drawn up. Agreed procedure with Highways. Cllr E Allsop reported that the granite has been loaded onto a cargo ship in India and will arrive in the UK in 6-8 weeks' time.
  - 11.3. Tree ownership on the Avenue – Clerk & Cllr Fiske to review. Clerk to arrange a meeting.  
ACTION CLERK.
  - 11.4. River bridge - flooding south of the bridge on the Norwich road – ongoing mud issue. BDC and NCC passing the issue between them. Clerk to try and resolve when the area floods again.
  - 11.5. Double yellow on the Norwich Road from the railway bridge to the river bridge. Noted ongoing request.
  - 11.6. Railway bridge on the Norwich Road – poor state of repair of railway bridge, ongoing issue with overgrown vegetation and rubbish, old Football club sign. Still to be repaired.
  - 11.7. New entranceway signs on Norwich Road and Salhouse Road incorporating new BA National park banner. See 6.2.
12. CEMETERY – CLLR P MANTLE – to receive an update:
- 12.1. Extension – planning awarded by BDC and the Broads Authorities. Condition on the no dig zone has been clarified in writing with BDC. Specification for tender for the road and meadow area is being finalised. Marketing plan underway, to be completed by the next meeting. Clerk to arrange a meeting to finalise the details.  
ACTION CLERK
  - 12.2. Memorial garden – planting scheme has been completed but there is an issue with deer eating the plants. and maintenance.
13. WHERRY GARDENS S106 – CLLR IRELAND – update on recent correspondence with Hopkins Homes, Trafford Estates and the issues reported by residents. Noted there is a follow up meeting arranged with Hopkins Homes for the 23<sup>rd</sup> March. Snagging list to be updated with photo evidence. ACTION CLERK
14. FOOTWAY LIGHTING – CLLR P HADINGHAM - the final contract not yet received from BDC so unlikely to adopt the lighting on the 31<sup>st</sup> March 2020. Clerk to continue to pursue.
15. 20 IS PLENTY CAMPAIGN –discuss the possibility of 20 is plenty signage for The Avenue. This would need to be funded by residents. Request for the SAM2 to be relocated to The Avenue and set to 20mph – Cllr Joynson to investigate.  
ACTION CLLR JOYNSON
16. DEMENTIA GROUP TRIP – CLLR HOLYOAKE – to investigate alternative options to a boat trip which has issues with the number of wheelchairs.  
ACTION CLLR HOLYOAKE
17. ITEMS FOR NEXT AGENDA – 2<sup>nd</sup> April 2020 at 6.30pm

**Meeting closed at 7.52pm.**  
Clare Male, Clerk & RFO to the Parish Council

Published 10<sup>th</sup> March 2020  
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Signed .....

Dated:.....