



# WALPOLE CROSS KEYS PARISH COUNCIL



Clerk: Miss Sarah Thorpe

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Chair: Frances Fox

## MINUTES OF AN ORDINARY MEETING OF WALPOLE CROSS KEYS PARISH COUNCIL HELD ON WEDNESDAY 21 AUGUST 2019 FROM 7.30PM AT THE PRIMARY SCHOOL.

**PRESENT:** Cllr Frances Fox (Chair), Cllr Gillian Coates, Cllr Hazel Dobson, Cllr Nick Dyble, Cllr Graham Roberts, Cllr Trevor Roberts, Cllr Sandra Squire (Borough and County Councillor) and Miss Sarah Thorpe (Clerk).

Two members of the public were in attendance.

No questions were raised by the members of the public prior to the meeting.

### 1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Stephen Carnell and Cllr Andrew Watson.

### 2. MINUTES

The minutes of the Ordinary Meeting on Wednesday 17 July 2019, having been previously distributed to all members, were accepted as correct and signed.

### 3. COUNCILLORS' DECLARATIONS OF INTEREST

None.

### 4. MATTERS ARISING

a. Update on Highways issues in the parish:

- Giant Hemlock on Sutton Road – the plant appeared to be dead now.
- Sutton Road – siding out/clearing of vegetation on footpath – work completed.
- Station Road North (opposite post box) – hole in road still awaiting action. Highways had advised that it had been scheduled for repair. It was agreed that this was an urgent matter and Cllr Squire agreed to chase up with Highways as well as the Clerk to continue to pursue an urgent resolution to the issue.

### 5. CHAIRMAN'S CORRESPONDENCE AND MEMBERS' CONCERNS

#### Correspondence

a. Information on Parish Council Election recharge cost. Details of a breakdown of the charge was provided and discussed.

### 6. UPDATE ON APPLICATION TO ANGLIAN WATER FOR A FIRST TIME SEWERAGE CONNECTION IN WALPOLE CROSS KEYS

The resident who had submitted the application provided a copy of a letter which had been received from Anglian Water to advise that they had agreed to provide a public foul sewer to those properties within the locality of Walpole Cross Keys. Their first time sewerage programme is delivered in five year blocks, and the next programme is already full, so the next block of investment would run from 2025-2030, Walpole Cross Keys would be included in this. At this stage further information on the timing of installation was not possible but should be available in 2025. It was agreed that the letter should be added to the PC website, so that it was available to residents.

### 7. PLANNING MATTERS

a. Planning Applications received.

i. **19/00762/F Variation of conditions 1 and 2 of planning permission 18/00780/F: removal or variation of conditions 2, 3 and 8 of planning permission**

Signature .....

Date .....

- 15/01594/F: Extension to shop to provide café together with indoor play area for incidental use with the café at Samuels Family Farm Shop and Butchers, Market Lane.** Further proposed amendments to the previously agreed application had been received and considered since the last PC meeting. A response had been required before the meeting and it had been agreed, by all who had responded, that these amendments did not affect the previous decision to SUPPORT the application.
- ii. **19/01214/O Outline application: Construction of two dwellings at Adjacent Fern House, Market Lane.** The Clerk advised that the application was not in line with the Neighbourhood Plan as the site was not within the development boundary, the application was not for 1 or 2 bedroom properties or providing improvements to drainage in the area. A request for a recorded vote on the decision had been made prior to the meeting. The application was discussed, a proposal was made by Cllr T Roberts, seconded by Cllr Coates, that the PC should OBJECT to the application as it was not in line with the Neighbourhood Plan. A vote took place on this proposal, which was carried by five votes in favour and one abstention.  
Voting in favour: Cllrs Coates, Dyble, Fox, G Roberts, T Roberts.  
Abstaining: Cllr Dobson.  
*Cllr Fox left the meeting at this point as she had shown predetermination by expressing an opinion on the following application by putting comments on the Borough Council website.*
- iii. **19/01277/F Proposed new drop kerb to existing access at The Old Methodist Chapel, 24 Sutton Road.** The application was discussed, a proposal was made by Cllr G Roberts, seconded by Cllr T Roberts, that the PC should SUPPORT the application. A vote took place and the proposal was carried unanimously.  
*Cllr Fox returned to the meeting at this point.*
- iv. **19/01068/O Outline application for residential development at Adj Sunnyside, Market Lane.** The PC had been reconsulted as the BC had decided that the point of access and parking needed to be considered at the outline stage, rather than these matters being reserved, as the application had originally suggested. The application had not been amended in any way other than what had been quoted as “indicative,” for the access and parking, was no longer “indicative” and would need to be approved at this stage, if the application was permitted. A discussion took place on the application. The Clerk advised that the area remained within the development boundary of the Neighbourhood Plan. A proposal was made by Cllr Dobson, seconded by Cllr Dyble, that the PC should SUPPORT the application, as it was in line with the Neighbourhood Plan, but that a condition should be placed on any approval requiring that the ditch on the side of the plots should be cleared out up to the IDB drain. A vote took place on this proposal, which was carried by five votes in favour and one vote against. A recorded vote was requested.  
Voting in favour: Cllrs Dobson, Dyble, Fox, G Roberts, T Roberts.  
Voting against: Cllr Coates
- b. **Planning decisions from BC** – none.
- c. A concern was raised that the boundary at the back of the new properties being built on Sutton Road appeared to be in a different position from the approved application, as the boundary was now staggered rather than in a straight line. It was agreed that the matter should be referred to the BC Planning Department for their comments on whether the boundary was in the correct position.

## 8. FINANCIAL MATTERS

### Statement of Account:

Current balance was £30,453.12 as at 31 July 2019 – confirmed to the Chair by sight of the bank statement.

### Payments for authorisation

1	Miss S J Thorpe – August salary/expenses/admin	£311.94
2	Opus Energy Ltd – street lighting electric	£27.85
3	Earth Anchors Ltd – dog waste bin (CIL expenditure)	£183.54
4	Fleet Timber Supplies Ltd – new trellis fencing (CIL expenditure)	£981.72
5	Mr T Paget – installation of trellis fencing, dog waste bin and repairs to bus shelter (CIL expenditure £700)	£1047.00
6	BCKLWN – PC Election recharge	£820.73

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Date .....

To make these payments along with signing a direct debit mandate for future payment to Opus Energy Ltd: proposed by Cllr Fox; seconded by Cllr Dobson, agreed by all.

**9. REDUCED SPEED LIMIT TO ADDRESS THE DANGEROUSNESS OF MARKET LANE**

The three cheques had been posted to Norfolk County Council the previous week, as soon as the final cheque had been received from Walpole PC. The Clerk would chase up the report from the feasibility study before the next PC meeting.

**10. INSTALLATION OF THE SPEED ACTIVATED MESSAGING (SAM2) SIGN**

The posts had been installed for the sign. Cllr Dyble had agreed to attend the training session, with the manufacturer of the sign, and would then provide feedback to other members who were willing to be involved. The Highways Engineer had advised that he was willing to approve an additional location of the 40mph signpost in front of the Jephson Hall car park; paperwork to be authorised for this if the PC wished to go ahead. An additional bracket would be required which would cost approximately £50. Following a proposal by Cllr Dyble, seconded by Cllr G Roberts, it was agreed by all to approve the additional location and the cost of the extra bracket. *Action: Clerk to get the Highways Engineer to authorise paperwork for additional location and obtain extra bracket from manufacturer.*

**11. CRIME AND POLICE ISSUES IN THE VILLAGE**

- The Police Engagement Officer had advised that he thought the speed checks were being carried out by the Camera Safety Team and the Clerk had contacted them directly for information. Update to be provide when received.
- Further information was provided about the attempted house burglary on Little Holme Road. It was reported that this had occurred in the afternoon; a window had been broken but the burglars had been scarred off by noise made from within the house. It was understood that the matter had not been reported to the police.
- Station Road South – a Land Rover had been stolen overnight on 15 August.

**12. HIGHWAY ISSUES**

- Station Road North – concerns were expressed about Health & Safety on the building site; the Heras fencing had fallen over and was protruding over the edge of the road. There had also been an issue with the scaffolding, but this had now been removed. Other issues raised included no evidence of a toilet on site and rubbish blowing about and not contained. Cllr T Roberts advised that the developer was still working on a Sunday and he still felt that this was not legal and quoted the Control of Pollution Act. The Clerk advised that she had previously contacted the BC Planning Department and they had advised that they had not placed a condition on the approval which limited the hours of work, and therefore the developer could work on a Sunday. It was agreed that the Clerk would: contact the Health & Safety Executive (HSE) about concerns over safety, Cllr Dyble and Cllr T Roberts to provide information and photos; investigate the effect of the Control of Pollution Act in relation to hours of work on building sites. *Action: Clerk to contact HSE and investigate Act.*

**13. ENVIRONMENTAL ISSUES**

- Market Lane – dog waste bin was nearly full. *Action: Clerk to report.*
- There had not been any sighting of the hummingbird hawk moths by other members.
- Station Road North (opposite Bimbos Ark) – an incident of fly tipping had occurred when hedge trimmings had been placed in a ditch.
- Cllr T Roberts mentioned the Great Butterfly Survey to members.

**14. GARDENS**

The trellis panels had now been installed at the Eva Kemp Memorial Garden. The seat had not yet been returned. Cllr Fox agreed to look at the gardens before the next PC meeting. *Action: Clerk to chase up return of the seat.*

**15. REPRESENTATIVE REPORTS**

No reports were given.

Signature .....

Date .....

**16. ITEMS FOR THE NEXT AGENDA**

Items to remain on the agenda as already agreed. Cllr Dyble to provide an update on the SAM2 training he had attended.

**17. DATE OF NEXT MEETING**

The next meeting scheduled would take place on Wednesday 18 September 2019 at 7.30pm for an Ordinary Parish Council meeting. Cllr T Roberts offered his apologies in advance for this meeting.

The meeting closed at 8.50pm