

NORTHWOLD AND WHITTINGTON PARISH COUNCIL
Ordinary Meeting of the Parish Council
Thursday 2nd November 2023 at 7.30pm
Northwold Village Hall

Present: Cllr Mark Winter (MW) [Chair]
Cllr Andrew Bennett (AB) [Vice Chair]
Cllr George Gillett (GG)
Cllr Mavis Gillett (MG)
Cllr Aileen MacMullen (AM)
Cllr Tim MacMullen (TM)
Cllr Nigel Nickles (NN)
Cllr Susan Parker-Smith (SPS)
Cllr Sheena Randell (SR)
Cllr Gerald Rayner (GR)

Attended: 7 members of the public
Cllr Tom Ryves (TR) [BCKLWN]
Penny Hubble (Clerk)

1 Welcome

MW opened the meeting at 07:30
Everyone was informed that the meeting was being audio recorded for minute taking purposes, the recording will be deleted once the minutes have been ratified.

2 Apologies

None

3 Declarations of Interest

None

7 Public Forum (moved forward by Chair)

19:34 Meeting Closed

7.1 Chair of Village Hall Trustees

Solar Panels not working. Expected to cost £1000 to replace.

The rate should be reassessed.

Quotes to be send to Clerk.

7.2 Request for Council to consider moving council meeting to 1st Tuesday or 4th Tuesday to allow the Village Hall to be rented out on Thursdays.

7.3 Consideration for Council to object to 10.2 as planning application is detrimental to the assets and amenity of the village.

7.4 Flooding issues on Common Drove and Inghams Lane. Could the Council look into this.

7.5 Public foot path, could the Council consider installing a gate as Ighams Lane end. The gap is very small and a pregnant lady climbed a 5 bar gate.

7.6 The applicant of the Planning Application of dwelling at Pub said the community was not going to lose the pub. As it stands the economy is not going to support a 7 day week pub. Dwelling is for personal use only. 2008 planning application was approved, Paperwork was given to the Clerk for inclusion in the minutes.

7.7 A member of the public asked to have recorded that they did not say anything

8 Local Authority Reports (moved forward by Chair)

TR gave a verbal report speaking about grants available to support the community including the village hall. **See paper A.**

19:50 Meeting Opened

4 Matters arising from the previous meeting

4.1 None

4.2 See Council Actions for progress on Outstanding items. **See paper B.**

5 Approve Minutes of the previous meeting

5.1 Location should read "Whittington Church".

5.2 items 10.5 and 10.6 word "compliant" should read "complaint".

5.3 item 13.3 word "School Lane" should read "Church Lane".7

With changes permitted, accepted as a true record

Proposed: AM, Seconded: AB, Vote: Unanimous

6 Correspondence

6.1 Dog Bins – Change of guidelines

6.1.1 SPS, Whittington dog bin not emptied.

6.1.2 AB, contractors refuse to empty the bin, why are we paying.

6.1.3 Clerk to write letter and ask for a refund. **ACTION (CA2023-11)**

6.1.4 Audit of dog bins against new guidelines. **ACTION (CA2023-14)**

6.2 Befriending Service – Community Awareness

6.2.1 Details to be shared on social media. **ACTION (CA2023-15)**

6.3 Norwich Western Link – project update

Considered but does not affect so no comments and no actions.

6.4 Polling District – Notice of Review

Considered but no changes so no comments and no actions.

6.5 RBLI – Day of Remembrance

6.5.1 Council should consider action for next year.

6.5.2 Maybe undertake two public surveys, one for Northwold, and one for Whittington, to discuss ideas.

6.5.3 Maybe consider different charities?

ACTION (CA2023-16)

6.5.4 Remembrance service on 11th and the Council should be represented.

9 Finances

9.1 Bank Reconciliation

The bank reconciliation was check against the latest bank statement.

9.2 Payments and Receipts - To agree and sign payments for October invoices

Payments were discussed and agreed. **See paper C.**

Proposed: SPS, Seconded: AB, Vote: Unanimous

10 Planning

- 10.1 **23/01780/F** Variation of condition 2 attached to application 22/01751/F.
No objections, no comment.
Proposed: MW, Seconded: AB, Vote: Unanimous
- 10.2 **23/01824/O** Erect 1no Single Storey dwelling, double garage, The Crown Inn.
Neutral stance with comments.
 - 10.2.1 To consider the loss of viability and loss of amenity of the pub.
 - 10.2.2 To consider the loss of parking and loss of amenity of the car park.Proposed: MW, Seconded: SPS, Vote: 8 agree, 2 abstain.
- 10.3 **23/01800/F** Change of use of undertakers premises to Holiday Let and garden.
No objections, no comment.
Proposed: SPS, Seconded: GG, Vote: Unanimous
- 10.4 **Parish Council Update** – Local Plan.
Slides from training course to update Councils and Councillors, considered.

11 Highways

- 11.1 SAM2 Update
GR gave a verbal report, shared with councillors prior to meeting. **See paper D.**
 - 11.1.1 Council should create proposal to address concerns of road safety.
ACTION (CA-2023-17)
- 11.2 Street Lighting
Resolved – remove from agenda.
- 11.3 Any other issues
None

12 Parish Facilities

- 12.1 Northwold Play Area
 - 12.1.1 No contractors have the capacity to perform an inspection due to workload.
 - 12.1.2 Proposal: To create working group to address issues
 - 12.1.3 To propose buying own fence to reduce costs, find source.
 - 12.1.4 To propose where to store fence when not in use.
 - 12.1.5 To propose professional builder to advise on works considered.
 - 12.1.6 To propose course of action with costs of project.
 - 12.1.7 Create terms of reference for working group.
 - 12.1.8 Working group to consist of MW, GR, TM, SR.
Proposed: MW, Seconded: GR, Vote: Unanimous
ACTION (CA-2023-18)
- 12.2 Northwold & Whittington in Bloom
 - 12.2.1 Many bulbs have been planted all around Northwold.
 - 12.2.2 Over 200 bulbs previously planted in Whittington.
 - 12.2.3 Schools have been included.
 - 12.2.4 Area around village sign has been organised.
 - 12.2.5 AB, SPS to draw up plans to identify additional areas.
ACTION (CA-2023-19)
- 12.3 D Day 80 - 6th June 2024
 - 12.3.1 To create terms of reference for the working group.
 - 12.3.2 To propose format of event
 - 12.3.3 To propose form of beacon lighting @ 21:15.
 - 12.3.4 To propose Fish & Chip day with vendor van.
 - 12.3.5 To propose alternative for council meeting to overcome clash.

12.3.6 Broad preliminary support, proposals to be agreed at the next meeting.

12.3.7 TR, BCKLWN can provide grant funding support.

ACTION (CA-2023-6)

12.4 Dog Field

Resolved – remove from agenda.

12.5 Whittington Notice Board

12.5.1 Community notice board is old and rotting.

12.5.2 Dangerous where Council's metal notice board is located.

12.5.3 To propose to move metal notice board to replace old rotting one.

12.5.4 Repaint mural on metal notice board to respect old rotting.

12.5.5 To consult community on preferred action.

12.5.6 To create proposal, maybe to define a working group at the next meeting.

ACTION (CA-2023-20)

12.6 Whittington Park

Nothing to report.

12.7 Whittington Defibrillator

AB still waiting for quote to move.

ACTION (CA-2023-21)

12.8 Whittington Grit Bin

In progress.

ACTION (CA-2023-7)

12.9 Defibrillators (Northwold & Whittington)

Stickers not required as code is given over the phone.

13 Grounds & Village Maintenance

13.1 TTSR Contact & Tasks

Investigation of asset register & contract in progress.

ACTION (CA-2023-2)

13.2 Overhanging trees and hedges around the village

To ratify standard letter to send to residents requesting maintenance.

MW, AB, SP to update the existing letter which the Clerk should locate.

ACTION (CA-2023-18)

13.3 Footpath from School Lane to Fendick's Field

land search in progress.

ACTION (CA-2023-8)

13.4 Concrete Posts

Maintenance in progress.

ACTION (CA-2023-13)

14 Reports

14.1 Cemeteries (Northwold & Whittington)

Northwold Old Cemetery

14.1.1 Cleaned up but could be better.

14.1.2 Waste of money to pay for pest control.

14.1.3 Proposal to cancel pest control **ACTION (CA-2023-9)**

Proposed: NN, Seconded: TM, Vote: Unanimous

Northwold New Cemetery

14.1.4 Damage to graves, in progress. **ACTION (CA-2023-19)**

Whittington New Cemetery

- 14.1.5 Nothing to report.
- 14.2 Sports & Social Club
 - Nothing to report.

15 Items for the next agenda and dates for the next two meetings

- 15.1 Grounds maintenance contract up for renewal.
 - 15.1.1 Grounds assets for contract should be reviewed and updated with specific details of requirements.
- 15.2 Review maintenance contract of website.
- 15.3 Leaflet for residents.
- 15.4 River weed clearance. Need specific location. **ACTION (CA-2023-4)**
 - 15.4.1 Maybe ask residents on Facebook to locate invasive weeds.
- 15.5 Christmas Tree Festival – Council to support with tree.
- 15.6 Budget & Precept – Council to decide for 2024/25
- 15.7 To consider putting draft minutes into the Village Pump.

21:57 Meeting closed.

The next two meetings are...

- 7th December in Northwold Village Hall
- 4th January in Northwold Village Hall

Signed by the presiding Chair of the meeting where the Council declared that these minutes are a true record.

(Please initial every page of the ratified minutes.)

Date:

Name:

Signed: