

MINUTES OF DRAYTON PARISH COUNCIL MEETING

held on Thursday 7th October 2021 at 7pm at Drayton Village Hall

Present: Cllrs Jeff Anderson, Carl Brown, Adrian Crotch, Graham Everett (chair), Hilary Kisby, Angie Taylor

Locum Clerk: Mrs Catherine Moore

PC Alex Wright and colleague, plus 1 member of the public were present.

- 1. Apologies and consideration of acceptance for absence**
Apologies for absence were received from Kirsty Savage and Neil Quinsey. Apologies were also received from District Councillor Roger Foulger and County Councillor Tony Adams.
- 2. Members' declarations of interest and requests for dispensations**
Adrian Crotch – Item 14b Street Lighting as Broadland District Council Ward member.
- 3. Minutes from Parish Council Meeting held on Wednesday 8th September 2021**
These minutes were **AGREED** and signed by the Chair as a true and correct record, proposed by Carl Brown, seconded by Graham Everett, all in favour.
- 4. Co-option to the Parish Council**
No applications had been received.
- 5. To receive any questions or comments from members of the Public on matters on the agenda**
None.
- 6. To receive any reports:**
 - a) County Councillor Tony Adams was not present.
 - b) Drayton North District Councillor Adrian Crotch reported that the Broadland Community at Heart Awards were being presented on Friday, with the Foodbank being nominated for an award. Broadland had renegotiated the waste contractor, and Veolia would continue with this. The option of rolling out food waste bins across the district was being considered. Superintendent Harvey had given a presentation regarding crime in the district, which was low, and mainly domestic abuse. Advice had been given following the recent high profile cases involving women and police officers. It was confirmed that bin collections would remain fortnightly.
Drayton South District Councillor Roger Foulger was not present.

- c) PC Alex Wright reported that there had been an increase in anti-social behaviour over the summer. A young person had admitted vandalising the bus shelter and was working with the Youth Offending Team about this. There had been some traffic offence issues relating to Carter Road and the Hopkins Homes development. A community engagement event would be taking place on Saturday 9th October 2021 at Tesco, and a paired patrol had taken place with Jerome Mayhew. Youth engagement was an ongoing activity.
- d) The Tree Warden (later in the meeting) reported that he was looking at applications for trees which would then be ready should a funding stream become available. The trees for the Florence Carter Memorial Park had been ordered with the contractor. Tree issues at housing developments were being monitored.

7. Clerk's Report

Reports on progress on items from previous meetings were NOTED.

- a) Land Registration – This had not been undertaken as yet.
- b) Bank accounts: Nationwide was waiting for identification in branch from Neil Quinsey.
- c) Councillors Induction Pack – new pack to be issued. Not yet undertaken.
- d) Asset Register. To be reviewed. Not yet undertaken.
- e) Florence Carter Memorial Park Ecotumble – this had been ordered and a start date chased.
- f) Retrieve minutes from 'CLOSED' storage and deposit at Archive Centre. Not yet undertaken.

8. Planning

- a) The following planning application were considered:
 - i. 21/01196/O – Norwich Airport, Amsterdam Way, Norwich. Outline application with all matters reserved except access from Broadland Northway (A1270) for up to 60,000sqm (GEA) of aviation-related uses (Use classes E(g)(ii), E(g)(iii), B2, B8 and F1(a) and up to 60,000sqm (GEA) of general employment (Use classes E(g)(ii), E(g)(iii), B2 and B8). It was **AGREED** to support the application as it was important that the airport remained viable in the long term.
 - ii. 20211599 – Stower Grange Hotel, School Road, NR8 6EF. Two storey extension to rear of existing hotel for meeting room and additional bedrooms (full application). It was **AGREED** to support the application.
 - iii. 20211740 – 20 Taverham Road. Single storey side extension. It was **AGREED** to send no comment / no objection.

- b) The following planning decisions had been received:
 - i. 20211066 7 Cricket Close: Single storey side and rear extension. **APPROVED**
 - ii. 20210951 Drayton Old Lodge, 146 Drayton High Road: Variation of conditions 2, 3, 14 & 21 of planning permission 20180236 – amendments to approved plans. **APPROVED**
 - iii. 20211276 Ash Villa, 1 School Road: Single storey ground floor side extension and loft conversion. **APPROVED**

9. Finance and Governance

- a) The bank reconciliation was received & **APPROVED**. It was noted that the second instalment of the precept had been received.
- b) The list of payments and receipts was **APPROVED**, proposed by Carl Brown, seconded by Graham Everett, all in favour. The Clerk was asked to obtain a copy of the invoice for CCTV signage from 'Valve Products'. **ACTION: Clerk**

10. Correspondence

- a) It was **AGREED** that the Covid memorial plaque would be received at a Parish Council meeting. **ACTION: Clerk**
- b) The complaints regarding pile driving at the Manor Park development were noted. A meeting would be taking place with the planning department within the next week. It was **AGREED** that the Clerk would submit a formal complaint to Broadland regarding non-compliance with the traffic management plan; pile driving and other associated noise; and non-compliance with the hours of work. **ACTION: Clerk**

11. Administrative Matters

- a) Longdale CCTV - It was NOTED that the press release had been sent to Just Drayton and Taverham; and the EDP. The Clerk was asked to put this onto Facebook and the website. **ACTION: Clerk**
- b) Neighbourhood Plan – progress would be reviewed at the Strategic meeting.

12. Open Spaces and Property Committee

- a) The next meeting of Open Spaces and Property was scheduled for 21st October 2021. A query was raised regarding the memorial bench inside the Pavilion, noting that this related to the Cricket Club. It was **AGREED** that the Cricket Club would be approached as to whether it could be suitably placed outside.
- b) It was noted that the quotation for the trees at Florence Carter Memorial Park layby was £4,756 including two years maintenance, which the Clerk had accepted under delegated authority.

13. Environment and Highway Committee

- a) The draft minutes of the meeting held on Thursday 30th September 2021 were NOTED.

14. Streetlights

- a) Existing Street Lighting – The Chairman reported that he and the Clerk had met with Broadland District Council to go over the figures for the street lighting. The circulated documents and figures were noted. It was **AGREED** that Drayton Parish Council would take on the street lighting in the parish from 1st April 2022 subject to the following:
- i. All 188 street lights to be transferred at a nominal peppercorn maximum cost of £1 in total.
 - ii. All legal costs for the transfer to Drayton Parish Council to be paid by Broadland District Council.
 - iii. The old concrete column, numbered 1, on Bradshaw Road, opposite property 6 to be removed at Broadland District Council expense as it has been left in situ despite a new steel column being fitted adjacent to it.
 - iv. Broadland District Council to provide a form of communication to the residents in Drayton explaining that the Parish Precept has increased as it now includes the previously separated shown Special Expenses cost.

Proposed by Graham Everett, seconded by Angie Taylor, four in favour, two abstentions, **AGREED**.

ACTION: Clerk

- b) Manor Park Street Lighting – the Clerk reported that new information had been received which could make a material difference to the resolution taken at the previous meeting, which was the reason for revisiting the decision. It was noted that the Council's 'in principle' part of the resolution 'the Parish Council would be happy to take on street lighting at Manor Park subject to numbers and design approval with the developer' was not applicable, and that in signing the form the Council was committing to taking the street lights, but would be involved in the final design and numbers. It was **AGREED** that this was acceptable and resolved to remove 'in principle' from the previous months resolution, proposed by Jeff Anderson, seconded by Hilary Kisby, all in favour.

ACTION: Clerk

15. Exchange of Information / Matters for next agenda.

The Chairman gave an update on the Norwich Western Link / A47 schemes, noting that these were all on target.

Angie Taylor asked for topics for the Christmas newsletter by 25th October 2021. A Christmas card was suggested, but it was felt that a Christmas themed newsletter would be sufficient.

ACTION: ALL

Adrian Crotch reported that there had been a lot of work undertaken at Longdale Park recently, and thanks Carl Brown and Jeff Anderson for their work. The playground had been resurfaced, and a quote had been requested to refresh the paintwork. The 3G netting had been replaced and was to FA

standard and was secure. Anti-tamper bolts had been fitted to the struts, and the contractor would return to check on the tensioning. The goal storage area had been completed and would require a net over the top. The Clerk was asked to get a quote from the same company, and to put this onto the Open Spaces and Property Committee agenda. **ACTION: Clerk**

It was felt that an informal visit to see the improvements would be helpful, Adrian Crotch to circulate dates. **ACTION: AC**

Carl Brown noted that he was waiting for a date from Wicksteed for the surfacing for the Florence Carter Memorial Park, and that the tensioners on the witches hat needed tightening. It was noted that this was in hand.

It was hoped that SNAP meetings would start up again face to face, and the Council offered to host if this was possible.

16. Date of next meeting –

Due to staffing resource shortages, it was **AGREED** that a Full Council meeting would be held to draft the budget for 2022/23, which could be looked at in Committee sections. This would be in mid-November from 6pm to allow plenty of time, and the Clerk was asked to send out a Doodlepoll for dates.

ACTION: Clerk

Staffing Committee: Thursday 1st December 2021 7pm KGV

Governance Committee: Date to be determined.

Strategic Working Group: Thursday 25th November 2021 7pm KGV

Environment & Highways Committee: CANCELLED Thursday 18th November 2021 7pm KGV

Full Council: Thursday 4th November 2021 7pm Village Hall

Open Spaces & Property Committee: Thursday 21st October 2021 7pm KGV.

17. RESOLVE that in accordance with the Public Bodies (admission to Meetings) Act 1960 the public and press be excluded during consideration of the following items due to their confidential nature, proposed by Graham Everett, seconded by Jeff Anderson, all in favour.

- a) The minutes of the Staffing Committees held 9th September 2021 and 6th October 2021 were NOTED.
- b) The report from Norfolk Parish Training and Support was NOTED.
- c) Jeff Anderson gave an update on the recruitment of a new Parish Clerk.

The meeting closed at 9:10pm

CHAIRMAN