

MINUTES OF DRAYTON PARISH COUNCIL MEETING

held on Thursday 4th November 2021 at 7pm at Drayton Village Hall

Present: Cllrs Jeff Anderson, Carl Brown, Graham Everett (chair), Hilary Kisby, Neil Quinsey (from 7.20pm), Kirsty Savage, Angie Taylor

Locum Clerk: Mrs Catherine Moore

PC Alex Wright, County Councillor Tony Adams, District Councillor Roger Foulger, plus 1 member of the public were present.

1. Apologies and consideration of acceptance for absence

Apologies for absence were received from Adrian Crotch.

2. Members' declarations of interest and requests for dispensations

None

3. Minutes from Parish Council Meeting held on Wednesday 7th October 2021

These minutes were **AGREED** and signed by the Chair as a true and correct record, proposed by Carl Brown, seconded by Jeff Anderson, all in favour.

4. Co-option to the Parish Council

An application for co-option had been received from Andrew Baker. It was **agreed** to co-opt Andrew Baker to the Council, proposed by Jeff Anderson, seconded by Graham Everett, all in favour.

ACTION: Clerk

5. To receive any questions or comments from members of the Public on matters on the agenda

The Community Champion from Tesco Drayton reported on the proposals for a Carnival in 2023 and invited Drayton Parish Council to participate. It was noted that Drayton has an annual Fete. The Tesco representative was asked to email more information to the Clerk. She confirmed that the Giving Christmas Tree would be in store again, and that Tesco were happy to promote local events on their notice board. A copy of the Christmas Lights poster would be sent to her.

ACTION: Clerk

6. To receive any reports:

- a) County Councillor Tony Adams reported that £50,000 of developer money would be released from the Manor Park development to address issues in the Carter Road and surrounding area. Residents would be consulted on their preferences. A complaint had been received regarding inconsiderate parking blocking the footpath at the Taverham Road shops, and was being dealt with in consultation with the Police. A meeting would be taking place with Highways to look at some solutions. The Highways 'Welcome to Drayton' sign which went missing 9 months ago was being followed by with Highways. It was noted that the drain

near the Red Lion was still full and needed cleaning, and the Pond Lane drain was oozing a black substance. This would be discussed with Highways.

Neil Quinsey arrived at 7.20pm

- b) Drayton North District Councillor Adrian Crotch was not present. Drayton South District Councillor Roger Foulger reported that he had attended a service of thanksgiving for the life of the murdered MP David Amis at Honingham. Roger was in touch with the planning department regarding the ongoing planning applications.
- c) PC Alex Wright reported that the bonfire and Halloween nights had passed with little trouble. Anti-social behaviour had become a problem in some areas and the Police were engaging with the TLC Church. There were issues with parking in the area of Taverham First School, and the Highways officers would be engaged on this. The situation in Hall Lane was improving with lorries avoiding School Lane. The Council agreed that parking around the First School was a problem. They also noted problems with drug use at the skatepark and the field. PC Wright confirmed that nothing had been found on random stop searches.
- d) The Tree Warden reported that a visit had taken place at Old Lodge with the Conservation Officer which had gone well. A tree on Hall Lane was scheduled to be taken down as it would affect the visibility splay, although it did have a Tree Preservation Order. It was felt that a site meeting should be scheduled, and the Clerk was asked to write to the planning officer requesting this. **ACTION: Clerk**

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 – Neil was asked to call the Nationwide to complete this over the phone. **ACTION: NQ**
- 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 provisional start date provided.
- f) Retrieve minutes from 'CLOSED' storage and deposit at Archive Centre. Not yet undertaken.

8. Planning

- a) The following planning application were considered:

- i. 20211814 – 5 Hall Lane: Front rear and side single storey extension. It was **AGREED** to send no comment / no objection.
- ii. 20211893 – Plot 1 Manor Farm Close: Two storey detached house with detached garage. It was **AGREED** to send no objection and ask that a Traffic Management Plan be conditioned, requiring all site traffic to park within the site due to the proximity to other large scale developments.
- iii. 20211971 – 13 Layton Close: Single storey front porch. It was **AGREED** to send no comment / no objection.

ACTION: Clerk

- b) To consider notification of appeals made to the Secretary of State:
 - i. APP/K2610/W/21/3281344 46 Taverham Road: Sub-division of rear garden for new detached bungalow and garage. No further comments.
- c) The following planning decisions had been received:
 - i. 20211790 Former David Rice Hospital, Drayton High Road: Non-material amendment of 20170196 to allow description of development to be revised to read 'The erection of 29 dwellings and associated access (outline) (revised proposal). **APPROVED**

9. Finance and Governance

- a) The bank reconciliation was received & **APPROVED**. It was noted that the corporate credit card was still in the name of the previous Clerk, and the Clerk was asked to update this. **ACTION: Clerk**
- b) The list of payments and receipts was **APPROVED**, proposed by Carl Brown, seconded by Graham Everett, all in favour.
- c) It was **agreed** to pledge £300 towards the Community First Responders for the purchase of a responder kit, with the funds being released once full funding had been achieved, proposed by Jeff Anderson, seconded by Neil Quinsey, all in favour. **ACTION: Clerk**

10. Correspondence

- a) The numbering for The Lodge development was noted.

11. Administrative Matters

- a) It was **agreed** to appoint Andrew Baker to the Staffing Committee, proposed by Neil Quinsey, seconded by Graham Everett, all in favour. **ACTION: Clerk**
- b) A list of newsletter topics were presented by Angie Taylor, and it was confirmed that a newsletter would be sent out in the New Year. The Christmas event would be advertised in Just Taverham and Drayton, and a Christmas greeting page had been booked for the December issue. The Clerk was asked to get prices together for printing.

ACTION: Clerk

Carl Brown left the meeting at 8.05pm.

- c) It was **agreed** to submit the following names for the Manor Park development street naming:

- Valerie Sabberton
- David Sladden
- Lionel Wilkinson
- Ruth Binny

The Clerk was asked to submit these to Broadland District Council.

ACTION: Clerk

12. Open Spaces and Property Committee

- a) The minutes of the Open Spaces and Property Committee held on 21st October 2021 were noted.

13. Environment and Highway Committee

- a) The Parish Partnership prices were not available so would be considered as part of the budget setting meeting on 16th November 2021.

- b) It was **agreed** that a bench could be placed near Marriotts Way in memory of former Councillor Brian Colman, provided this was funded by the family, proposed by Jeff Anderson, seconded by Graham Everett, all in favour.

ACTION: Clerk

14. Streetlights

- a) It was **AGREED** to name TT Jones as the preferred contractor for Drayton's street lighting, proposed by Hilary Kisby, seconded by Angie Taylor, all in favour.

ACTION: Clerk

15. Exchange of Information / Matters for next agenda.

It was noted that the Remembrance wreath would be laid by Graham Everett and Ken Owen on behalf of the Parish Council.

Councillors were reminded that the Christmas Lights Switch On would be on 1st December 2021 at 5pm.

Jeff Anderson reported that he had attended a meeting of the Airport Consultative Committee, noting that the helicopters had moved location but there were not many movements. The KLM Engineering Hangar had been opened and was fully booked until April 2022. 10 apprentices had been taken on.

Angie Taylor reported that the internal financial checking was booked to be done shortly.

16. Dates of next meetings –

Full Council Budget Drafting: Tuesday 16th November 2021 6pm KGV
Strategic Working Group: Thursday 25th November 2021 7pm KGV

Staffing Committee: Thursday 1st December 2021 7pm KGV
Full Council: Thursday 2nd December 2021 7pm KGV
Open Spaces & Property Committee: Date to be determined
Environment & Highways Committee: Date to be determined
Governance Committee: Date to be determined.

- 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) An update on the current staffing and recruitment was given.

The meeting closed at 8.45pm

CHAIRMAN