

# DRAYTON PARISH COUNCIL MEETING

To be held on Thursday 11<sup>th</sup> April 2024, 7.00pm at King George V Pavilion, King George V Playing Field, Drayton High Road, Drayton, NR8 6AW.

Members of the Council are summoned to the above meeting: Cllrs G Everett (Chairman), A Crotch, K Morgan, N Quinsey, J Anderson, J Edwards-Smith, A Taylor, H Kisby, C Brown, S White, T Lee. Members of the Press and public are invited to attend.

*Sarah Hawken*

Parish Clerk

4<sup>th</sup> April 2024

## AGENDA

1. **Apologies and consideration for approval of absence.**
2. **Members' declarations of interest and requests for dispensations.**
3. **To receive and agree minutes from the Meeting of the Parish Council held on Thursday 14<sup>th</sup> March 2024.**
4. **To receive any questions or comments from members of the Public on matters on the agenda.**
5. **To receive any reports:**
  - a) County Councillor: Cllr T Adams
  - b) District: Cllr A Crotch, Drayton North & Cllr P Auber, Drayton South
  - c) Police
6. **Clerk's Report and Matters Arising**
  - a) Update from Town and Parish Council Forum.
  - b) Planting at Florence Carter Memorial Park.
  - c) Damaged Streetlight update.
  - d) Update on agreed attendees for the Annual Parish Meeting.
  - e) King's Portrait.
7. **Planning**
  - a) To consider planning applications as follows:
    - i. **Application Number 2024/0503:** Works to TPO trees. Verge At The Junction Of Drayton Grove And Fakenham Road Drayton Norfolk. Proposal : T1 Monterey Cypress - Crown reduction by reducing the height from 26m to 21-22m and reducing the spread from 28m to 23-24m to 3 suitable pruning points. Clean out deadwood, remove rubbing, crossing, or split branches. Reduce branches from building as part of crown reduction. Reduce large, low limb by 3-4m to reduce end weight. Raise crown by 5m all round.
    - ii. **Application Number 2024/0655:** 8 Highfield Road Drayton Norfolk NR8 6ER Proposal : Single storey extension to rear and re-configure existing pitched to flat roof. Timber garage to the side and porch to front.
    - iii. **Application Number 2024/0661:** Baden Costessey Lane Drayton Norfolk NR8 6HA Proposal : Single storey rear extension.
    - iv. **Application Number 2024/0685:** 3 Sheridan Close Drayton Norfolk NR8 6RW Proposal : Proposed single storey rear extension, extending 4.30m from the rear wall of the original dwelling house, with a maximum height of 3m and an eaves height of 2.70m.
    - v. **Application Number 2024/0663:** Lawfulness Proposed. 21 Century Way Drayton Norfolk NR8 6GZ Proposal : Certificate of lawful use for a proposed loft conversion.
    - vi. **Application Number 2024/0719:** Approval of Condition Details Land At Manor Park Drayton 3 Proposal : Details of condition 18 of 20200640 - On-site parking for construction workers.
    - vii. **Application Number 2024/0604:** Tree Tops 19 Low Road Drayton Norfolk NR8 6AA Proposal : Erection of two storey rear extension.
    - viii. **Application Number 2024/0882:** Car Park, The Square, Drayton, Norfolk. Proposal:

Erection of 2 x first floor flats with ground floor garages, associated parking and bin store provision.

b) To note planning decisions:

- i. **Application Number 2024/0159:** 19 Coleman Close Drayton Norfolk NR8 6BG Proposal : Single storey rear extension Decision : Approval with Conditions (Delegated) Date of decision : 14 March 2024
- ii. **Application Number 2023/2342:** Removal/Variation of Condition Parish: Drayton Location : Drayton Old Lodge 146 Drayton High Road Drayton NR8 6AN Proposal : Variation of condition 1 of 20212274 - Amendments to approved drawings Decision : Approval with Conditions (Delegated) Date of decision : 19 March 2024
- iii. **Application Number 2024/0503:** Works to TPO trees. Location : Verge At The Junction Of Drayton Grove And Fakenham Road Drayton Norfolk Proposal : T1 Monterey Cypress - Crown reduction by reducing the height from 26m to 21-22m and reducing the spread from 28m to 23-24m to suitable pruning points. Clean out deadwood, remove rubbing, 4 crossing, or split branches. Reduce branches from building as part of crown reduction. Reduce large, low limb by 3-4m to reduce end weight. Raise crown by 5m all round. Decision : Approval with Conditions (Delegated) Date of decision : 20 March 2024
- iv. **Application Number 2024/0280:** 3 George Close Drayton Norfolk NR8 6EA, single storey rear extension, approval with conditions (delegated), date of decision: 28<sup>th</sup> March 2024

## 8. Finance

- a) To receive and approve bank reconciliation.
- b) To receive list of receipts and approved payments for the month of March 2024.
- c) To receive and approve list of payments for authorisation.

9. **Correspondence.** Nothing to report.

## 10. Other matters for discussion and decision

- a) To receive proposed date for meeting with Broadland District Council Officers regarding the Neighbourhood Plan.
- b) To receive a grant application from the Bob Carter Centre for a new defibrillator.

11. **Environment and Highways Committee.** Nothing to report.

## 12. Open Spaces and Property Committee.

- a) To discuss options for D-Day commemoration.

## 13. Finance & General Purposes Committee.

- a) To consider recommendation to amend section 11h) of Drayton Parish Council's adopted Financial Regulations to include the use of preferred suppliers
- b) To consider recommendation for amendment to the Internal Control Document and approve the Annual Statement of Effectiveness.
- c) To consider recommendation to approve the Neighbourhood Plan Advisory Group Terms of Reference
- d) To consider recommendation to amend Drayton Parish Council's adopted Scheme of Delegation to include delegated authority for Working Groups.
- e) To consider recommendation to disband the Strategy Working Group.
- f) To consider recommendation to draft a 3-year Action Plan to May 2027 outlining planned approach for existing projects.

To resolve that, because of the confidential nature of business to be transacted, the press and public leave the meeting for the discussion of item 14.

## 14. Staffing Committee

- a) To receive and approve proposal for a temporary uplift in hours for the Assistant Clerk.
- b) To receive and approve changes to the Maintenance Operative Role.

15. **Exchange of Information / Matters for next agenda.**

**16. Dates for next meetings:**

18<sup>th</sup> April 2024 Open Spaces and Property Committee Meeting

25<sup>th</sup> April 2024 Finance and General Purposes Committee Meeting

2<sup>nd</sup> May 2024 **Annual Parish Meeting**

2<sup>nd</sup> May 2024 Environment and Highways Committee Meeting

9<sup>th</sup> May 2024 **Annual Meeting of the Parish Council**

23<sup>rd</sup> May 2024 Staffing Committee Meeting

13<sup>th</sup> June 2024 Parish Council Meeting