

Easton Parish Council

Minutes of the Meeting of Easton Parish Council held at
Easton Village Hall, Marlingford Road, Easton on
Monday 2nd December 2019 at 7.30pm

1. Chairs welcome

Action

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|----------------|-----------------------------|--------------------|
| Present | Peter Milliken PM | Mike Jobling MJ |
| | Jan Hudson JH | Mike Bowman MB |
| | Mark Caton MCo | Mark Cordy MCo |
| | David Lewis DL | Gillian Landles GL |
| | Francis Woodcock - clerk FW | |

There were 7 members of the public attending plus DC/CC Margaret Dewsbury

2. Apologies for absence: Ian Norman IN,
3. There were no declarations of interest
4. The minutes of the meeting of 4th November 2019 were approved – proposed JH, seconded MCo, agreed unanimously.

5. Planning application 2019/1400: Question and Answer session with representatives from Diocesan House and Spire Property Consultants, Les Bailey and Alan Cole.

The background for the need to develop the Diocesan House site was explained. There was an increased staffing requirement relating to the back office/administration function of managing the growth in academy schools. There was also a desire for extra meeting rooms for Sinod meetings and head teacher conferences.

A councillor expressed disappointment that the application had not made full reference to the Easton Neighbourhood Plan (ENP). This was acknowledged and changes would be made in the redesign about to be submitted to South Norfolk Council, which would formally address the issues raised by Easton Parish Council in their response to the original submission.

A question was raised on the size of the proposed car park. There were now plans to reduce its size, maintaining 3 trees under Tree Protection Orders. The car park extension would be constructed of concrete block without incorporating gravelled areas.

There was a question on potential traffic problems with increased traffic movement turning right into the site. This would be mitigated by the fact that Sinod meetings would be held on a Saturday only. It was recommended that an explanatory note be included in the application to detail the estimated traffic flow over the course of a full 7day week.

A question was asked about the latest design changes to the building. It was reported that there would be a redesign of the external building shape to extend the eaves of the roof to enhance its scale and look more in keeping with the existing structure and building styles in the village. Conference facilities would be brought down to the ground floor and zinc cladding would be utilised together with brick.

A question was asked about how conference and staff could be encouraged to use the bus services available. It was also stated that there was an intention to incorporate traffic calming measures along the Dereham Road due to the cumulative traffic impact of the forthcoming planning and development activities within Easton. In response it was reported that there were plans for a bus drop-off point to be incorporated within the site.

A question was asked as to why a second entry/exit point from the site in the original application was then not shown by Persimmon in the recently submitted Design Code for their new housing development. It was noted that Spire should take this up as early as possible with Persimmon as the area earmarked for the new development borders the Diocesan House site. A further point was that the Highways Department intends to redesign Church Lane and remove the nearby roundabout onto the A47. This should be considered when reviewing traffic flows into and out of Diocesan House.

6. Adjournment for public participation

A question was asked as to the impact of funding additional Diocesan staff from the parish share (this is church community funding which supports their activities). It was reported that school staff came from a separate education funding pot and the only other increase in permanent staff numbers planned was for two fundraisers.

A question was asked about the light pollution from security lighting for the car park and buildings. It was reported that there would be no new overhead security lights, only lighting by low level bollards. The buildings would not be used after 10.30 pm. It was confirmed that there would not be a further removal of those trees currently being cut back under arrangements agreed and supported by the Parish Council.

A question was asked about the height of the new building. It was reported that the height of the building overall would not change due to the continuing requirement for a higher ceiling height for conference rooms. But changes to the eaves and pitch of the roof could be implemented by utilising the upper storey for offices, with the conference rooms downstairs.

A question was asked as to whether the plans had considered the need for emergency vehicles to attend the site. It was reported that this had been considered.

It was also asked why plans did not show disabled access to the electric vehicle charging points.

Les Bailey and Alan Cole were thanked for attending the parish meeting.

7. Presentation by Will Trowse, WT Designs Ltd, on plans for a new Village Hall included in Persimmon planning application 2014/2611.

A presentation was given by the architect chosen to lead on the plans for a new village hall. This is due to be built next to St Peter's Primary School as part of Phase 3 of the Persimmon development after completion of the first 300 houses. It was explained how WT Designs would be following the RIBA Plan of Work for this building development. The document would outline all stages of the planning, design and building process, from conception to completion on site, and is the most common document used in the UK to describe the stages in construction projects. Currently WT Designs were working with the first three stages:

0 – Strategic Definition.

1 – Preparation and Brief.

2 – Concept Design.

This would look at timescales, capture key requirements such as location and how to incorporate parking needs for the school drop-off, plus consider suitable designs for the building. Work would need to include key stakeholders such the Highways department and the views of the Community in order to understand what it wanted from a new village hall.

Will Trowse was thanked for his presentation.

8. Feedback from consultation with residents re meeting 23rd November 2019 to discuss the proposed Persimmon development and the installation of buffer zones adjacent to properties

A good turnout from residents was reported. The general consensus was that the best solution to screen properties on Woodview Road, Buxton Road, Parker Close and Dereham Road from the new development, was to create a Green Zone Buffer of 10m planted with hedge and trees.

It was reported that the Parish Council, together with its consultants Azbag, would attend a South Norfolk planning meeting on 11th December 2019, requesting changes be made to the Persimmon Design Code before it was approved, ensuring incorporation of the 10M buffer zone. There was discussion that once approval was given by the South Norfolk Planning Committee further changes would only be made through reserve matters which look at individual areas of concern within the development and not the plan as a whole.

9. Planning Applications Update:

9.1 2019/1251 Dereham Road Housing Development

It was reported that the application was awaiting a response from NPLAW acting on behalf of South Norfolk Council relating to some of the S.106 arrangements and that this matter was being progressed in liaison with the developers, ESCO.

9.2 Other time limited planning applications.

No new applications requiring comment or approval had been communicated within the previous month.

For the record, planning application 2019/2264 was raised by a councillor and discussed. The clerk apologised at the meeting for failing to bring this to the Planning Committee's and Council's attention. On further investigation with South Norfolk Council, it was determined that a communication had not been sent by them to the clerk, as planning permission was not required for this proposal.

The issue of a central planning committee email account was discussed and agreed. This would be the first point of contact for South Norfolk and Broadland Council planning departments. The account would be accessible to the clerk, chair, and members of the planning committee, together with agreed planning consultants working for the Council. This measure would act as a further internal control to ensure that all planning correspondence was monitored effectively. Clerk to arrange.

FW

10. Feedback from County and District Councillor Margaret Dewsbury

It was reported that due to purdah across central and local government in the period of time immediately before the election specific restrictions on communications activity were in place, and there was nothing of note to communicate.

11. Easton CLT update

A further meeting of the CLT would be called towards the end of January 2020 when the number/type of properties that could be available to purchase on behalf of the Village would be known.

12. Adjournment for public participation

A question was raised on the materials that might be chosen for the new village hall. It was stated that the amount of brick used should be proportionate to the size and style of the building.

It was stated that traffic monitoring had been undertaken by the local PC for Marlingford and Colton parish council and were there plans for this to take place in Easton.

It was stated that bus timetable information at the bus stops had not been updated for the Christmas and New Year schedule.

A question was asked as to whether the Council were still intending to review broadband options available to the village. A response was made that this might change as a result of the general election and so the matter would be revisited after that.

13. Finance Sub Committee

- i. The financial position stated at the Finance meeting of 20th November 2019 was reviewed and a schedule of year end reserves tabled that identified total fund balances of £63,626. Incorporating known projected costs for the remainder of the financial year, it was currently forecast that the Council would achieve a year end general fund balance of £15,325.
- ii. A schedule of November payments was received -see below.

14. Correspondence received requiring action

A resident had complained about the state of St Peter's path due to leaf drop that hadn't been cleared. The response given by PM was that this was a South Norfolk responsibility and it was likely that clearance work would only commence when there were no more leaves to come down.

The state of the road junction between Marlingford Road and Dereham Road due to tarmac chippings left after the late summer roadworks had been reported. This would be logged on NCC's Highways incident website. **FW**

The issue of overgrown hedges was raised. This had been looked into and the contractors CGM responded that they were waiting for some replacement equipment and were planning to commence work at the start of December. **MJ**

15. Agenda items for forthcoming Parish meetings

- 18th December 2019 – single agenda meeting with Highways England, together with Chairpersons of Ringland and Marlingford+Colton Parish Councils to discuss A47 North Tuddenham to Easton Improvements, specifically supporting the removal of the roundabout at the western end of Easton.
- 6th January 2020 –
 - i. Persimmon Presentation on new development
 - ii. Agree precept

16. Urgent matters to be brought to the attention of the council

The Council gave approval for the erection of a 1.8m close board wooden fence at the far (MUGA) end of the Jubilee Playground bordering Easton College land, Proposed PM, seconded MCA, all in favour.

17. Dates to note:

Easton Council Meeting: A47 North Tuddenham to Easton Improvements
Consultation Meeting with Highways England, 18th December 2019, 7.00pm
Easton Village Hall

Finance + Gov. Committee 18th December 2019, 8.00pm Easton Village Hall

Easton Council meeting, 6th January 2020, **7.00pm**, Easton Village Hall

The meeting closed at 9.20pm.

Signed : Peter Milliken, Chair

November payments

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| Westcotec - posts for new SAM2 | | | | | 106.80 |
| | | | | | |
| Clerks travel and phone | | | | | 48.65 |
| | | | | | |
| F Woodcock Nov | | | | | 619.22 |
| | | | | | |
| J Cordy Nov | | | | | 100.00 |
| | | | | | |
| CGM - October 2019 - grass cutting | | | | | 293.06 |
| Total payments - agreed 20th November 2019 | | | | | <u>1,167.73</u> |