

## Easton Parish Council

Minutes of the Meeting of Easton Parish Council held by Video Conference  
on Monday 5<sup>th</sup> October 2020 at 7.30pm

### 1. Chairs welcome

### Action

**Present:** Peter Milliken PM  
Jan Hudson JH  
Mark Caton MCa  
David Lewis DL  
Francis Woodcock - clerk FW

Martin Betts MBe  
Mike Jobling MJ

Apologies for absence – GL. One member of the public attended together with District and County Councillor Margaret Dewsbury (MD).

2. There were no declarations of interest.

3. The minutes of the meeting of 7<sup>th</sup> September 2020 were approved – proposed MCa, seconded MJ, agreed by all. It was noted that the minutes did not record the resolution to approve a quote of £935 for carpentry work to restore the village sign with subsequent additional work to be agreed up to a total value of £2,000. This had been proposed by MJ, seconded JH and approved by 4 votes to 2 at that meeting. The minutes would be amended to record this.

The minutes of the meeting of 21<sup>st</sup> October were approved – proposed MCa, seconded MJ, agreed by all.

4. There were no matters arising from the minutes not on the agenda elsewhere.

5. **Adjournment for public consultation.** *A member of the public raised the issue of the parking problem for school drop off/pickups. This was getting out of hand with parents parking on the chevrons and double yellow lines outside the school. Their view was that this was both extremely dangerous and illegal. It was noted that the newly repainted chevrons and lines had been painted incorrectly and should be extended. The Parish council reiterated the point that parking enforcement issues were not under their jurisdiction. Given past experience, the village police liaison and South Norfolk Council would be unlikely to intervene unless a serious accident or incident was to occur. It was also stated that parking on the newly seeded verge opposite the village hall had caused considerable damage. A request was made to put up bollards similar to those found on other verges along Marlingford Road. The Council agreed to discuss how to fund this. MD recognised the benefit of these measures but that her £6K Highways grant fund was fully spent for the current financial year. However, funding for half the cost of approx. £2K could be applied for in 2020/21.*

It was agreed that FW would contact NCC Highways, with a photo of the chevrons as originally painted, copying in MD, in order to request the lines be extended. FW

The Council agreed to pass on the response from St Peters Primary to the letter sent to the School of illegal parking in front of the school. FW

MD gave a report from SNC/NCC. This stated the difficulties in achieving a balanced budget through the Covid pandemic. Adapting to these circumstances the Fire Service had undertaken a virtual open day. The library service was open with a range of activities and Wensum Lodge had restarted classes. Project funding was available to village communities wishing to document their history. MD to provide contact details to the clerk as Easton residents may be interested in utilising this to create an archive for Easton. It was also reported that the Boundary Commission had opened consultation until 23<sup>rd</sup> November 2020 looking to changing the County Council electoral boundaries with Easton, Marlingford and Colton to be incorporated into the Norwich Division, and including Queens Hill.

6. **PM update Dereham Road.** It was reported that negotiations for the Dereham Road land sale were still ongoing and further developments would be discussed at the next council meeting.
7. **Update Emergency Plan.** FW reported from a South Norfolk and Broadland (SNAB) Community Links meeting on 25<sup>th</sup> September that a new system has been implemented to provide support for residents who have tested positive for COVID-19. Tracing teams will be referring cases that they have not been able to contact directly to the district authorities for doorstep checks, a doorstep check will be to make the resident aware of how long they are required to isolate for and what is available locally to support them. In the first instance residents would be given the Community help hub number but that cases could be handed over to the Emergency Planning Groups for shopping and other localised support. It was noted that when referring over it would be made clear whether the resident had received a positive test.

It was confirmed that the Easton emergency planning telephone contact number would still be used by SNC. An enquiry has been made to SNC for a £300 grant to fund the phone, and a further postcard door drop to all residents (as when this may be needed). Comment was made to MD regarding the need for District and County Councils to make possible contingency plans should there be substantial job losses starting from November, resulting from the end of the furlough scheme.

#### 8. **Planning applications and issues**

**2020/1710 - Reserved matters application following outline permission 2019/0457 for the erection of a detached dwelling and garage to include access, appearance, scale, landscaping and layout at land west of 1 Keepers Cottage Hall Road Easton Norfolk**

The Council resolved to continue to support the application subject to the application meeting para 4 & 5 of policy 6 of the Easton Neighbourhood Plan. This considers Housing and Its Setting. Under para 4 the Council wished to see the retention of mature and important trees and existing hedgerows which was contained with condition 4 of the outline planning permission. The requirement being that no trees or hedges should be cut down, uprooted, destroyed lopped or topped without professional advice taken and submitted for approval.

Para 5 seeks to ensure that proposals for do not significantly increase the risk of flooding. The Council considered that condition 3 of the outline planning approval 2019/0457 be upheld. This related to drainage stating that no building works should be completed until full details of the means of surface water drainage had been completed and approved. This was to ensure adequate drainage of the site so as not to adversely affect surrounding land, property or the highway. In discussion comment was made that there had been previous flooding problems and soakaways had been installed outside the property within the last couple of years.

The Council resolved to support the Reserved Matters application 2020/1710 on the understanding that it would comply with the Easton Neighbourhood Plan on these two points. Proposed PM, seconded MCA, all in favour.

### **Other planning matters**

Persimmon are looking to resubmit plans which would go to SNC's planning committee in Jan/Feb 2021. It is hoped that there will be support for the ban on shared roads with planning officers taking into account the Equalities Act 2010 when considering the application.

**9.** *There was no further adjournment for public consultation.*

### **10. Finance Sub Committee**

- i. Payments were approved totalling £2,664.93 – see list.
- ii. FW presented the key findings from the annual playground inspection report including the replacement and upgrade of signs and those items of equipment identified as posing a medium risk to park users. The Council resolved
  - to fund the replacement of the by-laws sign at the Jubilee Playing Field, together with the introduction of a prominent no dogs sign. Action Play and Leisure Ltd would be asked to inspect a split in the wood of a climbing frame support, reset the height of the swings to the recommended distance from the ground and provide quotes for the removal of the redundant spring base together with providing an anchor for the wooden bench, as well as reseeding the grass areas under the swings and to provide grassed mounds to cover the protrusions left from the removal of the gym equipment.
  - Purchase and fit a new general waste bin at the Toddler playground and replace the broken sign on the gate to include a no dogs sign.
  - Purchase and fit a new general waste bin and remove the remains of the Air Skier exercise machine, plus tighten the wheel of the Pedal Bike.Proposed PM, seconded MJ, all in favour.
- iii. FW presented the Financial Reserves position as at the start of October for September's transactions. The Council had bank balances of £37,730 in earmarked funds (including £403 due to be paid back by Easton CLT for expenses), together with £21,278 in general funds. The increase in general funds from the previous month was due to the receipt of the second 6 mthly precept £9,569 plus a receipt from HMRC of £2,055 from the first part of the previous year's s.126 VAT reclaim. The

current forecast for the end of the financial year showed a balance of general funds of £15,638 but excludes final costs to be incurred for repair of the village sign.

#### **11. Correspondence and urgent matters brought to the Council requiring action**

The Council agreed to put forward a nomination to create a Council position on the board of Easton CLT. Proposed JH, seconded PM, all in favour. FW to collect the subscription and PM to complete the application for membership. PM/FW

Further to the earlier issue raised in public adjournment for bollards being installed to equip the verges surrounding St Peters Primary, the Council resolved to review available funding for this in March 2021, unless this could be brought forward earlier through monies received from the Dereham Road land sale. Partial funding would otherwise be sought via MD's access to NCC's 2020/21 Highways Grant. Proposed PM, seconded MJ, all in favour.

The Council discussed correspondence regarding the need for additional low level street lighting along Bawburgh Road towards the Gym Club. It was commented and agreed that darkened country lanes were part of the rural village scene.

FW would make available to Councillors Highways England Strategic Business and Delivery Plan 2020 received in correspondence.

**12.** The Council resolved to close the meeting to members of the press and public under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that publicity was prejudicial to the public interest. Proposed by PM, seconded MCA, approved unanimously.

**13.** PM provided an update re legal action to strike out Planning application 2014/2611 and 2019/1963. It was agreed that PM would forward the advice provided by Brendon Lee from Hewitsons LLP, for councillors to review. It had been determined that a letter should be sent to South Norfolk Council to put them on notice, (also reported to the Ombudsman), which would stress the District Council's legal obligation to comply with the Equalities Act 2010, given the grave concerns held by the Parish Council in relation to the rigor and due care taken in the assessments made so far in the planning review process.

#### **14. Agenda items for forthcoming Parish meetings**

- Update PM: Dereham Road Site
- Update PM: Persimmon Development

#### **Dates to note:**

Parish Council meeting: Mon 2<sup>nd</sup> November 2020, 7.30pm by video conference.

The meeting closed at 8.57pm.

Signed : Peter Milliken, Chair

September 2020 payments		NET	SUB-TOTAL	GROSS
				Approved EPC Oct-20
		£	£	£
Clerk costs	Once a week @13 miles x £0.40 = £5.20			
Wymondham to Easton				total
	02/09 C Heights tree, 07/09 meeting prep village hall 08/09 meeting, JPF and St Peters path		20.80	
	CLT 1 x audit 39 miles x £0.40 + 2 x audit 18 miles x £0.40		30.00	50.80
	Stationary - CLT envelopes	2.15		2.15
	Morrisons - antibac wipes village hall mtg 11/08	4.17		5.00
	Phone/Internet			12.50
	Clerks travel and phone			70.45
F Woodcock	Sep Council			
	14 hrs basic		722.42	
	overtime		-	
	Paid to HMRC (Tax + NI)	ref 120PH0029272220--	0.00	
	Net Pay			722.42
J Cordy	Sep			104.00
HMRC	J Cordy - July	ref 120PH0029272221--		21.00
Westcotec	Bin and fitting for Bawburgh Road	295.00		354.00
F Woodcock	reimbursement of expenses			
	1 x mth phone contract - Inv 25/09/2020	15.00	18.00	
	Env Law Foundation membership fee	60.00	60.00	78.00
CGM	Grass cuts to 11/08/2020	244.22		293.06
David Bracey	Playground Inspection	200.00		240.00
CGM	College Heights tree works	460.00		552.00
National CLT	Subs for 2020/21	150.00		150.00
	CLT audit fee - Anglia Tax Services	80.00		80.00
Grand Total				2,664.93