

Easton Parish Council

Minutes of the Meeting of Easton Parish Council held by Video Conference on Monday 2nd November 2020 at 7.30pm

1. Chairs welcome

Action

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

Mark Cordy MCo
Mike Jobling MJ
Gillian Landles GL
Stuart Renders SR

Apologies for absence – MBe and District and County Councillor Margaret Dewsbury (MD).

2. There were no declarations of interest or requests for dispensation.
3. The minutes of the meeting of 5th October 2020 were approved – proposed MCo, seconded PM, agreed by all.
4. There were no matters arising from the minutes not on the agenda elsewhere.
5. The Council agreed to co-opt Stuart Renders as a parish councillor. Proposed PM, seconded MCo, all in favour. Stuart lives within the parish and works at Easton College. Forms for the Acceptance of Office and Pecuniary Interests would be prepared for signing, together with issuing the Council's Code of Conduct. **FW**
6. **Adjournment for public consultation.** Discussion was held on the dumping of garden waste, grass cuttings and wood onto Easton College land over the back from gardens of certain properties in Buxton Close and Woodview Road. A site inspection was undertaken by the College and the matter is now with their senior leadership team. FW to raise in Grapevine. **FW**
7. A further issue was reported on graffiti sprayed on pavements in Kennedy Close over Halloween. A resident had agreed to log the issue with NCC via the Fix My Street app and SR would check out how easy it would be to clear this up. **SR**
8. **PM update Dereham Road.** It was reported that a draft planning agreement produced with Orbit and the developers ESCO had a single outstanding wildlife habitat issue to resolve regarding Slow Worms on the adjacent site. It was hoped that the Section 106 scheme for the development would be signed off by the legal parties as soon as possible, mindful of the new lockdown restrictions.
9. **PM update Persimmon.** It was reported that revisions to the scheme should be reviewed by the SNC Planning Committee in Jan/Feb 2021, ahead of the November 21st 2021 deadline for the original planning approval. There is optimism that the final revisions will include the removal of shared roads, guaranteed garage sizes (minimum size of 6m x 3m), and removal of long drag distances for waste bins. Persimmon had made clear that they would not be going ahead with Phase 5 of the Scheme on the

A47 side of the Dereham Road. It was reported that after pressure from the Parish Council to raise awareness of their responsibilities under the Equalities Act 2010, there was now more confidence that the District and County Councils would fulfil their obligations in respect of this, and future, housing development schemes.

10. Update for the Easton Community Land Trust AGM. The first AGM of Easton CLT took place by Zoom meeting on 21st October at 7.30pm. The Land Trust currently has 54 members. A new Board was appointed to oversee the future development of the village amenities and services including leading the way within the region for CLT owned housing to form part of the affordable housing mix for new developments based in the community. At the meeting Peter Milliken, Jan Hudson and April Caton agreed to remain as board members, which has now expanded to include Jo Burrage, Julia and Benjamin Moye, with Alan Moll agreeing to act as Chairman. David Lewis and Margaret Dewsbury also joined, representing the Parish Council and South Norfolk Council respectively. The annual report was reported to the Parish Council.

11. Planning applications and issues.

10.1 2020/1150 - (for reconsideration): Extend existing dormer windows and new single storey front extension to dwelling Avondale 15 Marlingford Road, Easton.

It was reported that contrary to an assurance from the SNC Planning office that the planning decision would be made after receiving the Parish Council response, the decision was made and communicated to all parties before the 2nd November 2020. It was explained that this had been due to an IT system error. The Council agreed that a strong letter of complaint should be made by the clerk to SNC, including a request for the full results of the promised formal investigation into the problem. The letter should highlight the fact that had the Parish Council been able to comment, acceptance of the application would only have been given with conditions. The condition required use of the same materials as the existing property to ensure the development maintained the current street scene. All councillors are to receive a copy of the letter and the response provided by SNC. **FW**

10.2 2020/1799 - Erection of side extension to dwelling 2 Peacock Close Easton.

The Council made comments about this application. It required that no part of the extension, including the guttering, should cross over the boundary of the property and overhang the adjacent footpath. This condition was placed on the scheme after inspecting the diagrams dated 30th September 2020 and noting the inconsistencies in the scaled drawings for the width of the extension including the gutter line.

The Council recommended that a window, in keeping with the existing window style, should be added to the front wall of the extension facing Dereham Road. This would retain the quality of the street scene when viewed from the main road. The Council has no opinion on the side windows shown within the scheme. Easton Parish Council accepted the above application with conditions by a resolution, proposed MJ, seconded MCo, voting 7 for and 1 against. **FW to respond**

10.3 There were no other applications.

12. There was no further adjournment for public consultation.

13. Finance Sub Committee

- i. Payments were approved totalling £3,998.16 – see list.
- ii. FW/PM presented quotes provided by Action, Leisure and Play Ltd and Westcotec for those items of equipment identified as posing a medium risk to park users from the annual inspection. The Council discussed:
 - that quotes were still needed for the replacement of the by-laws sign at the Jubilee Playing Field (JPF), together with the introduction of prominent no dogs signs. These would be attached to the JPF gates. **FW to action**
 - Action Play and Leisure Ltd (APL) confirmed a split in the wood of a climbing frame support was within acceptable tolerances but would be monitored over time. A free replacement of the frame would be fitted if ever required over the 15-year warranty period.
 - FW would see that the replacement bolt for the toddlers' swing seat was fitted and the seat put up. **FW to action**
 - The quote for the removal of the redundant spring base and anchor for the wooden bench from APL needed to be split for the labour cost before approval of either/both items depending on interest from the City College to undertake the work. **FW to action**
 - It had been recommended that reseeding the grass areas under the swings might prove difficult given the continued use of the equipment through winter but earth and grass seed over the protrusions left from the removal of the gym equipment stood a better chance of solving the problem. SR to seek interest from City College, with FW to provide pictures from the inspection. **FW/SR**
 - The Council resolved to purchase and fit 2 x new general waste bins in black at the College Heights playgrounds at a cost of £600 + VAT each. Proposed PM, seconded MJ, all in favour. **PM to action**
 - SR agreed to ask City College if students involved in construction studies could take on a project to remove the remains of the Air Skier exercise machine from College Heights and provide a quote for fixing down the wooden bench in the JPF. FW would pass over the inspection report pictures. **SR to action**
 - The wheel of the College Heights pedal bike had been tightened.
 - Quotes for a no dog sign plus metal post for the College Heights playing field would be obtained. **FW to action**
- iii. An update for the refurbishment of the village sign was given. The entire post would need to be replaced due to rot. Total estimates for the work including painting were £1,800 excl. VAT. It was hoped the work would be completed early 2021.
- iv. Online training was discussed. It was agreed that this would be the most practicable route given the current and potential future lockdown rules over the winter months. The clerk would investigate with NALC/PTS for suitable courses. **FW**

v. FW presented the Financial Reserves position as at the end of October for the month's transactions. The Council had bank balances of £37,580 in earmarked funds (including £403 due to be paid back by Easton CLT for expenses), together with £17,430 in general funds. A receipt from HMRC of £1,405 from the second part of the previous year's s.126 VAT reclaim had still not be received and would be re-submitted. The current forecast for the end of the financial year showed a balance of general funds of £14,353, excluding the final costs to be incurred for repair of the village sign.

14. Correspondence and urgent matters brought to the Council requiring action

It was reported via a NALC communication that all playgrounds should be kept open during the current lockdown.

A complaint received of fly tipping off Church Lane including white goods. This was determined as taking place on part of the Easton College estate. SR to discuss with the College, looking to clear and ensure gated access to the land is kept secured. **SR**

After a complaint over the obstruction of the streetlight behind Garnett Drive from overgrown bushes and trees, the Council requested the clerk to obtain a quote for the work by CGM. **FW**

15. Agenda items for forthcoming Parish meetings

- Update PM: Dereham Road Site
- Update PM: Persimmon Development
- Tax base figures for 2020/21 precept calculation

Dates to note:

Finance & Governance Committee meeting: Wed 18th November 2020.

Parish Council meeting: Mon 7th December 2020, 7.30pm by video conference.

The meeting closed at 9.07pm.

Signed: Peter Milliken, Chair

| October 2020 payments | | | NET | SUB-TOTAL | GROSS |
|-----------------------|--|---|-----------------------|-----------|------------------------|
| | | | | | Approved EPC Nov-20 |
| | | | £ | £ | £ |
| | Clerks travel and phone | | | | 33.30 |
| | F Woodcock Oct Council | | | | |
| | 14 hrs basic | | | 722.42 | |
| | overtime | | | - | |
| | Paid to HMRC (Tax + NI) | ref 120PH0029272221-- | | 0.00 | |
| | Net Pay | | | | 722.42 |
| | J Cordy Oct | | | | 104.00 |
| | HMRC | J Cordy - Sep | ref 120PH0029272221-- | | 21.00 |
| | | | | | |
| | Diocese of Norwich - glebe rent allotments 6th Apr - 10th October 2020 | | | | 60.00 |
| | F Woodcock reimbursement of expenses | | | | |
| | 1 x mth phone contract - Inv 25/10/2020 | | 15.00 | 18.00 | |
| | Amazon gift card re Easton Support Network donation | | 20.00 | 20.00 | 38.00 |
| | Wave - water for allotments 18th Mar - 3rd Sep 2020 | | 51.71 | | 51.71 |
| | CGM | grass cut to 24/09/20 | 244.22 | | 293.06 |
| | CAS | Insurance renewal | 674.51 | | 674.51 |
| | WEL Medical | Defib door for Rembrandt pub | 134.95 | | 161.94 |
| | Hewitsons | legal costs of planning advice | 1,400.00 | | 1,680.00 |
| | P Milliken | Zoom fees July 21 - 20 Oct 2020 @£11.99 + VAT per month | 47.96 | | 57.56 |
| | 1&1 | Annual internet provider charge 1/10/2020 - 30/09/2020 | 83.88 | | 100.66 |
| | Grand Total | | | | 3,998.16 |