

Easton Parish Council

Minutes of the Meeting of Easton Parish Council held by Video Conference
on Monday 4th January 2021 at 7.30pm

1. Chairs welcome

Action

Present: Peter Milliken PM
Jan Hudson JH
Mark Caton MCa
David Lewis DL
Martin Betts MBe
Francis Woodcock - clerk FW
plus District and County Councillor Margaret Dewsbury (MD)

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

There were no apologies for absence.

2. There were no declarations of interest or requests for dispensation.
3. The minutes of the meeting of 7th December 2020 were approved – proposed MCa, seconded JH, agreed by all.
4. Matters arising from the minutes not on the agenda elsewhere:
Feedback from the SNC Hygiene Team who had visited the layby on Dereham Road being used a toilet, was that they had found the area clear and there was nothing further to report on.
It was reported that the planning application for the SEN school had been submitted on 17th December 2020. Tim Waters, representing the SEN had contacted the Council to advise that the questions raised at the last parish meeting would be answered. MBe would contact Isabel Horner, Sufficiency Delivery Manager, NCC Children's Services for reassurance that monies that would be set aside for resolving subsequent issues that arose from the development. **MBe**
MD reported that after the communication received from OVA the previous month regarding the inability to receive the forthcoming Year 7 intake from St Peter's Primary, the plans for increased capacity at OVA the following year were looking hopeful. She would follow up this concerns for the 2021/22 intake with John Fisher from the Education department.
5. Ben Moye introduced himself to the Council. He grew up in Easton, is a registered elector and board member of Easton CLT. Ben is studying for a Masters degree in Spatial Planning at UCL. It was resolved to co-opt Ben as a councillor, proposed PM, seconded MCa, all in favour, and he was welcomed onto the Council. The clerk to ensure all necessary forms were signed and logged with SNC. **FW**
6. **Adjournment for public consultation.** MD reported that SNC staff were now involved with provision of the pandemic track and trace service. Also, The Norfolk Resilience Forum (NRF) a multi-agency group that is made up of the Emergency Services, Local Authorities and other agencies were now meeting regularly. They

were working together to ensure that they could manage the risks from the pandemic and ensure the response to emergencies were planned and coordinated.

7. PM update Dereham Road land sale. It was reported that the Section 106 scheme for the development was now agreed but with signatures still waiting on all parties.

8. Planning applications and issues.

8.1 2020/0962 – Persimmon Phase 1 Land North and South Of Dereham Road Easton Norfolk. Reserved Matters for access, appearance, scale, landscaping and layout following Outline permission 2014/2611 (890 dwellings), for Phase 1 comprising 292 dwellings and associated works including open space, sustainable urban drainage systems, landscaping, infrastructure and earthworks.

The Council discussed the previously circulated report prepared by Cllr Peter Milliken with support from Cllr Benjamin Moye and agreed for this to be submitted by PM to SNC's Planning department with a recommendation that the application be deferred until the key points raised had been adequately addressed by Persimmon. The 30-page report dealt at length with garage locations, visitor and occupier parking on affordable housing designated properties, bin storage and drag distances, street hierarchy and the incorporation of shared roads into the design including shared private drives. The report also drew attention to designing out crime, density and noise, together with Reserve Matters for surface & foul water and the use of swales.

In conclusion the Council supported the statement that:

“Easton Parish Council at this time continues to be unable to support this application as it fails to comply with several planning policies. We would ask that South Norfolk Council, as the Local Planning Authority, Deferred the determination this application until the matters listed have been addressed”.

8.2 There were no other applications.

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

10. Finance Sub Committee

- i. Minutes of the Finance & Governance meeting of 16th December 2020 were approved. Proposed PM, seconded MJ, all in favour.
- ii. The Council agreed to appoint SCS Accounting Solutions, Dereham as internal auditors for the year ended 31st March 2021. Proposed PM, seconded MJ, all in favour.
- iii. FW presented the current Financial Reserves position as at 31st December 2020, based on the previous month's reported transactions to the committee of £1,414.14 plus the annual SNC bin charge of £1,050.24, totalling £2,464.38 (see below), together with the forecast net expenditure for the remainder of the year. The Council had bank balances of £37,735 in earmarked funds, together with £13,232 in general funds. The current forecast for the end of the financial year indicated a balance of general funds of £11,024.

iv. The Council discussed and agreed the proposed total revenue budget of £21,920 and precept of £19,580 for 2021/22 put forward by the Finance & Governance Committee (see below). Proposed MCa, seconded PM, all in favour.

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

The clerk reported that the College Heights gym equipment had been closed due to coronavirus restrictions, but the playgrounds and allotments would currently remain open.

The production of a further postcard to residents was discussed and the clerk agreed to take this work on, seeking comments on a draft card with councillors before printing and distribution.

FW

Correspondence had been received from a parishioner in relation to potential noise impact on housing from the adjusted A47. PM noted in a further discussion with MD that Highways England (HE) has allowed for the provision of a large strip of new low noise surfacing to be laid in the area discussed. This combined with the fact that car movement patterns will be adjusted in that the noise of slowing or accelerating traffic as well as stationary traffic will all but disappear. It was noted that the combination of all these factors should greatly decrease traffic noise in this area.

It was reported that more rubbish had been sighted on Church Lane close to the previous dumping on Easton College land. SR advised that the college authorities had been notified.

12. Agenda items for forthcoming Parish meetings

- Update PM: Dereham Road Site
- Broadband
- Emergency Plan update

Dates to note:

Finance & Governance Committee meeting: Wed 20th January 2021.

Parish Council meeting: Mon 4th February 2021.

Both 7.30pm by video conference.

The meeting closed at 8.40pm.

Signed: Peter Milliken, Chair

December 2020 payments			NET	SUB-TOTAL	GROSS
					Approved EPC
					Dec-20 F+G
			£	£	£
Clerk costs	Once a week @13 miles x £0.40 = £5.20				
Wymondham to Easton					total
18/11 Defibs, 10/12 Defib check					10.40
Phone/Internet					12.50
Clerks travel and phone					22.90
F Woodcock Dec Council					
14 hrs basic at 2020/21 pay rate				742.28	
Paid to HMRC (Tax + NI)	ref 120PH0029272221--			0.00	
Net Pay					742.28
J Cordy Dec					104.00
HMRC	J Cordy - Nov	ref 120PH0029272221--		21.00	
	F Woodcock - Nov			10.72	
					31.72
PKF	2019/20 audit fee			200.00	240.00
F Woodcock	reimbursement of expenses				
	1 x mth phone contract - Inv 25/11/2020		15.00	18.00	
			-		18.00
Shred Station			25.00		30.00
Wave	water bill 05/12/20		225.24		225.24
South Norfolk	Annual bin charge		875.20		1,050.24
Grand Total					2,464.38

Budget Analysis		2021/22		2020/21
Income		£		£
Precept		19,580		19,138
Other Receipts				
<i>Tfr from reserves - College Heights</i>		1,500		1,336
Allotments		615		364
Contracts		200		
Bank Interest		25		70
Total		21,920		20,908
Expenditure				
Staff Costs	w kly hrs		w kly hrs	
Clerk's Salary - Parish	15.00	9,645	12.00	7,478
Clerk's Salary - Increase		-	2.00	1,246
Other Salaries		1,500		1,200
Other Payments				
Clerk's Expenses		500		500
Allotments		565		240
Auditing		500		450
College Heights Maintenance		1,500		1,336
Defibrillator (from reserves)		100		100
Dog-Bin Servicing		1,081		940
Donations		150		150
Easton Car Scheme		100		300
Electronic Communication		300		350
Grounds Maintenance		2,228		2,578
Jubilee Playground Maintenance & Charges		297		363
New playgrounds - grass cuttings		140		140
Insurance		704		704
Neighbourhood Plan		-		-
Office Costs + Telephone		400		450
Professional Fees		-		200
Subscriptions		460		433
Training		300		300
Village Hall Hire		250		250
Village Maintenance		1,200		1,200
Jubilee Playground Project		-		-
Village Projects		-		-
Sub Total		21,920		20,908