

SHROPHAM PARISH COUNCIL

Chairman: David Napier

Vice Chairman: Andy Thornton

MINUTES OF THE MEETING OF SHROPHAM PARISH COUNCIL on 29 November 2022 at 7.30pm at SHROPHAM VILLAGE HALL

Those in attendance: David Napier, Andy Thornton, Lesley Brown, Cliff Allen, Ed Howe

Also present: 2 Members of the Public

1. **Apologies for absence**
Apologies were received and accepted from P Bush. Apologies were also received from F Eagle.
2. **To approve the Minutes held on Tuesday 27 September 2022**
It was **RESOLVED** that the Minutes of the Meeting held on Tuesday 27 September 2022 could be signed, by the Chairman, as a true and correct record. All voted in favour.
3. **To record any Declarations of Interest and to consider any requests for Dispensations from Council Members.**
None.
4. **Guest speakers**
None.
5. **Planning – Applications**
 - a. **3DC/2022/0303/DOC** - Spinney Farm, Watton Road NR17 1EA -Discharge of Conditions(s) 4 & 6 on 3PL/2022/0528/F. **Undecided.**
 - b. **3PL/2022/1232/LB** - Shropham House Watton Road NR17 1DY -Conversion and alterations of an outbuilding to an annex and cellar (in main house) to TV room. **Undecided.**
 - c. **3PL/2022/1233/HOU** - Shropham House, Watton Road NR17 1DY - Conversion & alterations of outbuilding to annex and cellar (in main house) to TV room. **Undecided.**

The Chairman permitted the Applicant to speak on items b and c.

The owner of Shropham House was in attendance and explained that the application is to convert the cellar into a TV room. The structure will remain the same but will become a habitable space.

The annex is to be converted to a habitable space namely a two bedroomed annex with 5 vellux windows and bi-folding doors. The windows will be of timber construction, in keeping with the main house. It is the owner's intention to extenuate and appraise the existing structures to be maintained and used for the family and to bring them into the 21st century. D Napier explained that a resident was concerned regarding the access but the Applicant explained that this is very discreet and the access from the road is to remain the same.

CHAIRMAN.....

DATED:

CLERK: Joanne Blackman, Daisy Barn, 42 Long Lane, Feltwell, Norfolk, IP26 4BJ
Tel: 01842 829821 Email: shrophamparishclerk@gmail.com
<http://shrophamparishcouncil.norfolkparishes.gov.uk/>

The property is Grade II listed and any alterations will be made in line with what is permitted.

The Council took a vote with no objections.

- d. **3SR/2022/0008/SCR** - Church Farm NR17 1EH - Proposed reservoir - Screening opinion. **Undecided.**
- e. **3PL/2022/1192/VAR** - Land East Of Rocklands Road NR17 1DU - Variation of Condition No 2 (Approved plans) on 3PL/2022/0372/VAR - To amend the wording of the condition to read as follows: Condition 2. The development must be carried out in strict accordance with the application form, and approved documents and drawings as set out in the table at the end of this notice. Drg. No: TL-4432-21-1C - Proposed Site Layout Plan submitted on 20-10-22 Drg. No: TL-4432-21-2C - Proposed Floor Plans and Elevations - Plots 1 & 2 submitted on 20-10-22. **Undecided.**
- f. **3PL/2022/0809/HOU** – Highfield Watton Road NR17 1DY – Demolition of existing porch and erection of front extension and concrete ramp. **Permission granted.**
- g. **3PL/2022/0439/F** - Caretakers House Larling Road NR17 1EA - A building to provide residential accommodation for a site manager/caretaker including new highway access, private drive and hardstandings together with associated facilities including an office, guest parking, laundry facilities, garage and stores essential for the management, maintenance, security and general upkeep of the holiday accommodation located at Settle. **Undecided.** D Napier advised that it is likely this matter will be called into the January Planning Committee for determination.
- h. **3PL/2022/0314/F** - Land North of Hargham Road - Proposed single-storey dwelling. **Refused.**
- i. **3PL/2021/0079/F** - Lingar Hill Farm Harling Road NR17 1EE - Erection of one clear span, steel framed poultry house on existing poultry farm and relocation of two existing feed bins. **Undecided.**
- j. **Honeytree House** – new building in garden. P Cowen has spoken to the Agent acting for the Applicant in this matter. P Cowen explained that anyone can build in permitted development. The Agent is to ensure that the building remains within these limits or, if necessary, he will make the necessary application if it is to exceed these limits.

Nutrient Neutrality

P Cowen spoke briefly with an update regarding nutrient neutrality. He explained that over 700 houses are held up in this process awaiting approval or to have conditions discharged. Not many are being approved at the current time.

6. Finance – to approve and report the following expenditure:-

- a. To approve payment to Shropham Village Hall for hire charges 27 November 2022 in the sum of £10.00.
- b. To approve salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, from 26 October 2022 to 22 November 2022 (incl holiday pay) in the sum of £277.53.
- c. To ratify salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, from 23 September 2022 to 25 October 2022 (incl holiday pay) in the sum of £336.01.

Proposed by D Napier, seconded by L Brown, all voted in favour.

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7. Matters to Report

a. Financial Balances

The current balance, as at 29 November 2022, is £6,075.74.

b. Parish Land

A Thornton explained that we were still waiting to hear back from the Land Registry.

c. Budget 2023/24

D Napier explained that the current account balance is a dwindling asset. The Council has to make allowance for the possibility that there may be a contested election and the figures are set by Breckland Council, not the Parish Council. A Thornton advised that it is his intention to continue farming the land he currently rents from the Council.

A member of the Council asked whether the land rental should be reviewed. A short discussion took place and it was agreed that this should be looked at.

D Napier proposed a precept sum of £2,000 to enable the Parish Council to maintain a balanced budget going forward and to limit the need for a large precept in 2024/2025. This will mean an £11.73 increase per Band D property in Council Tax contributions, that is to say 23 pence per household per week for the financial year 2023/24.

L Brown seconded the proposal of a £2,000 precept for the financial year 2023/24.

All voted in favour.

It was therefore **APPROVED** that the precept requirement for Shropham Parish Council for the financial year 2023/24 will be £2,000.

d. Highways

The new footpath on the Hargham Road remains a concern. The path has been adopted by the Council and has been inspected by Jack Griffiths. It is becoming dangerous in places and D Napier will speak to Highways to obtain an update.

The second SAM2 (flashing deer sign) is in progress and we are awaiting delivery. Clerk to follow up to obtain a timeline for delivery.

e. Telephone Kiosk – update

D Napier will follow this up and report at the next meeting.

f. Email addresses

The Clerk explained that she has obtained a rough estimate of costs for the implementation of .gov.uk email addresses, in the sum of around £80 per annum.

However, in the meantime, Norfolk ALC announced that they would be running a pilot scheme to support Parish Councils in this regard. The Clerk has registered our interest into the scheme and until further information is available, we will not proceed with the independent company. Agreed.

g. Avian flu

There was an outbreak of Avian Flu reported at the facility in Bradcar Road and this has had to be cleared and cleaned. Guidelines should be followed to keep poultry inside, keep pets away and to not touch wild birds.

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8. **Any items to be noted for the next Agenda**
None.

9. **Correspondence**
None.

Norfolk Flood – drains and gullies should be maintained free of debris to ensure water can run free.

The Chairman asked for any further matters from the public participation.

A member of the public advised that Bradcar Road had been much improved with the limit of vehicles using it following the Avian Flu outbreak and questioned whether, had the site not been used for storage in the way it has been, then the outbreak may not have spread to other sites.

D Napier suggested that the resident should send an email of facts to the company concerned but stressed the email should be fact only, not emotions.

10. **To agree date for next meeting: Tuesday 24 January 2023**
Agreed.

Jo Blackman
Parish Clerk

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