

# SHROPHAM PARISH COUNCIL

**Chairman:** David Napier

**Vice Chairman:** Andy Thornton

## MINUTES OF THE MEETING OF SHROPHAM PARISH COUNCIL on 8 AUGUST 2023 at 7.30pm at SHROPHAM VILLAGE HALL

**Those in attendance:** David Napier, Andy Thornton, Lesley Brown, Cliff Allen, Peter Bush

**Also present:** No Members of the Public

1. **Apologies for absence**  
Apologies were received from F Eagle and C Allen.
2. **To approve the Minutes held on Tuesday 16 May 2023**  
It was **RESOLVED** that the Minutes of the Meeting held on Tuesday 16 May 2023 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**  
Item 5i was moved to the top of Planning Applications as it has been replaced by item 5a.
  - i. **3PL/2023/0321/HOU** – The Beeches Watton Road NR17 1DY – Proposed single and two storey side extensions and internal alterations includes installation of chimney for closed wood burner. The Council raised concerns with regards to the position of the flu and its proximity to the main building. **Refused and replaced by 5a below.**
  - a. **3PL/2023/0632/HOU** – The Beeches, Watton Road – Proposed single and double storey extension to side and internal alterations. **Undecided.** It was noted that the materials have remain unchanged which makes no sense based on this being one of the reasons for refusal. The Case Officer has changed. The only change that is obvious is the placement of the flu which has been risen up to the ridge line. P Cowen advised that in fact the flu should be ever higher but there is no support. There has been no mention of the mature tree which Breckland Planning also cited as a reason for refusal. Both questions regarding trees namely “are there any trees in falling distance of your boundary” and “will any trees require to be pruned or felled” have been answered No on the Application Form. D Napier left a message for the agent to invite him to today’s meeting but he did not receive a response. The general feeling is that this is an overdevelopment of land.
  - b. **3PL/2023/0261/F** - ROUDHAM/LARLING: AND SHROPHAM The Furniture Station Watton Road - Retrospective permission for installation of 408 ground mounted solar panels (approx. 185kW). **Undecided.**
  - c. **3AG/2023/0006/AG** – Field 500m east of Brick Kiln Farm – a balanced cut and fill earth moving operation to create an irrigation reservoir (Replacement application to 3AG/2022/0011/AG). **Agricultural Application - no prior approval required.**

CHAIRMAN.....

DATED: .....

CLERK: Joanne Blackman, Daisy Barn, 42 Long Lane, Feltwell, Norfolk, IP26 4BJ  
Tel: 01842 829821 Email: shrophamparishclerk@gmail.com  
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- d. **3PL/2023/0222/F** – Coach House and Stables at Stone Park, Watton Road, NR17 1EA – Conversion of coach house and stables to dwelling, works to include; retention of roof, insertion of fenestration, chimney alterations and internal works; together with associated residential use of land and outbuildings, retention of roof and demolition of extension to outbuilding, provision of hard and soft landscaping, and alterations to existing access (Retrospective). **Permission granted.**
- e. **3PL/2023/0223/LB** – Coach House and Stables at Stone Park - Conversion of coach house and stables to dwelling, works to include; retention of roof, insertion of fenestration, chimney alterations and internal works; together with associated residential use of land and outbuildings, retention of roof and demolition of extension to outbuilding, provision of hard and soft landscaping, and alterations to existing access (Retrospective). **Permission granted.**
- f. **3PL/2023/0183/F** – AND SNETTERTON Home Farm, Bradcar Road, NR17 1EQ – Proposed 2 no. Dwellings and Garages with new access. **Undecided. Highways have requested a turning circle.**
- g. **3PL/2022/1383/F** – Shropham House, Watton Road, NR17 1DY – Conversion of Outbuilding To Holiday Let. **Permission granted.**
- h. **3PL/2023/0562/LB** – Shropham House, Watton Road, NR17 1DY – Conversion of Cellar to TV Room. **Undecided.** Reapplication **3PL/2023/0673/LB. Refused.**
- i. **3PL/2023/0321/HOU** – The Beeches Watton Road NR17 1DY – Proposed single and two storey side extensions and internal alterations includes installation of chimney for closed wood burner. **See 5a above.**
- j. **3PL/2023/0298/F** – Church Farm Low Road NR17 1EH – Proposed solar panels on roof of existing agricultural building. **Permission granted.**
- k. **3PL/2021/0430/D** – Bradcar Farm, South Bradcar Road, NR17 1EG – Reserved matters for a proposed agricultural dwelling following outline permission 3PL/2020/1025/O. Retrospective application requested by Planning Enforcement. P Cowen advised that this can take time and we should wait to the next meeting to see if any response has been received before chasing.
- l. **3PL/2022/1300/F – Land to south of Swangey Lane, NR17 1XJ** – proposed 8 no. poultry houses with associated admin blocks and ancillary development (Revised Scheme). **Undecided.** P Cowen advised that Breckland are chasing the agent requesting additional information. The Applicant have sacked their previous agent and the matter is now with Durrants. P Cowen further advised that a refusal will be issued under delegated powers if they fail to hear from the Agent.
- m. **Retrospective planning application due on new building in Low Road.** This matter was noted and a retrospective application is awaited. The application will be for the replacement of the existing mobile home with a new one.
- n. **Local Plan Update.** P Cowen advised that the Planning Inspectorate requested that certain parts of the original Local Plan should be reviewed. A partial review has been completed and sent to the Planning Inspectorate who are happy with the progress being made. A full Local Plan review is now underway and began with the Call for Sites, being those locations where development may be considered. The results of the Call for Sites are now being sifted through for initial inspection ie. a long 'short' list will be produced for those sites with merit. There will likely be another opportunity for additional sites to be put forward. The review is running along smoothly.  
P Cowen explained that things have moved on a lot since the initial Local Plan, not least because of the pandemic and how employees are working more and more from home. It is enabling growth to happen more organically and the aim remains to encourage more affordable housing. This is difficult as materials have increased between 30 and 50% in recent years. Further, all new houses will have to pay National Infrastructure Levy (similar to Section 106 Agreements). This provides funding for schools/libraries/open spaces/play

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areas etc. Currently this is dealt with at local level but it is proposed that this will be at national level in the future which will make it a real problem for housing going forward. The move seems to be towards shared ownership properties which enables residents to 'get a foot on the ladder' and encourages them to save. It is a good model and Breckland are also moving into this market.

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

- a. To approve payment to Shropham Village Hall for hire charges in the sum of £10.00.
- b. To approve salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman from 28 May 2023 to 30 June 2023 in the sum of £361.08.
- c. To approve payment to Roger Canwell for internal audit in the sum of £47.50.
- d. To ratify salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman from 1 May 2023 to 27 May 2023 in the sum of £377.79

Proposed by D Napier, seconded by P Bush, all voted in favour.

7. **To discuss, propose and vote on the following subjects:-**

- a. To adopt Receipts and Payments Schedule, Balance Sheet and Bank Reconciliation for Shropham Parish Council for the financial year 2022/23.
- b. To approve, sign and complete the Annual Governance and Accountability Return 2022/23.
- c. To approve, sign and complete the AGAR Exemption Certificate 2022/23.

Proposed by D Napier, seconded by A Thornton, all voted in favour.

8. **Matters to Report**

- a. **Financial Balances**  
Shropham Parish Council £5,167.75
- b. **Parish Land**  
A Thornton explained that there is no further update at the present time.
- c. **Highways**  
P Cowen advised that the Highways situation was discussed at the recent Overview & Scrutiny Commission Meeting (Minutes can be found [here](#)). The system is not working in its current format and there is much frustration in this regard. There is a disconnect between departments. The Rangers used to work very efficiently. Various locations in Shropham were identified as problem areas, are dangerous and should be addressed on safety grounds. D Napier will raise these concerns with F Eagle.

The second SAM2 was discussed and the Clerk advised that the machine was ready but we were awaiting installation of two new posts. D Napier queried this as he thought it was just brackets which had already been installed. The Clerk will contact Westcotec again to establish the position and seek to arrange delivery.

- d. **Telephone Kiosk – update.** D Napier thanks P Bush for arranging the production and installation of the Noticeboard in the telephone kiosk. A letter of thanks will be sent to Wentwood Kitchens for supplying the same.

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e. **Email addresses.**

No further update at the current time, successful Councils have not yet been notified.

f. **Communication and Social Media Policies.**

Defer to the August meeting.

9. **Any items to be noted for the next Agenda**

8f above.

10. **Correspondence**

None.

11. **To agree date for next meeting: Tuesday 8 August 2023.**

Agreed.

Meeting closed 9.01pm

Jo Blackman  
Parish Clerk

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