

SHROPHAM PARISH COUNCIL

Chairman: David Napier

Vice Chairman: Andy Thornton

MINUTES OF THE MEETING OF SHROPHAM PARISH COUNCIL on 27 NOVEMBER 2023 at 7.30pm at SHROPHAM VILLAGE HALL

Those in attendance: David Napier, Andy Thornton, Lesley Brown, Cliff Allen, Rob Wylie

Also present: 1 Member of the Public

1. **Apologies for absence**
Apologies were received and accepted from P Cowen and P Bush.
2. **To approve the Minutes held on Tuesday 26 September 2023**
It was **RESOLVED** that the Minutes of the Meeting held on Tuesday 26 September 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**
 - a. **3PL/2023/1078/EU** - Rustic Lodge Low Road NR17 1EH - Summer house for pleasure usage & workshop for personnel use not commercial - certificate of lawfulness - Existing Use. **Undecided.**
 - b. **3PL/2023/1015/HOU** – Honeybee House Hargham Road NR17 1DS - Erection of timber clad Garden Room with Store (Retrospective). **Approved.**
 - c. **3NM/2023/0103/NMA** - Open grassland Holiday Lodge Settle - Amendment to 3PL/2022/0439/F - Minor elevational changes. **Permitted granted.**
 - d. **3PL/2023/0883/O** - Land Off Hargham Road NR17 1DS - Outline application with some matters reserved, except access and layout, for the erection of 4no. two storey detached dwellings with garages, parking and associated works. **Withdrawn.**
 - e. **3PL/2023/0659/F** - Rustic Lodge, Low Road, NR17 1EH - Retrospective application for the retention of a replacement mobile home in same position. **Undecided – Subject to Planning Enforcement investigation.**
 - f. **3PL/2023/0183/F** – AND SNETTERTON Home Farm, Bradcar Road, NR17 1EQ – Proposed 2 no. Dwellings and Garages with new access. **Approved.**
 - g. **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. **Permission granted. Subject to Planning Enforcement investigation.**
 - h. **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) which is accompanied by an Environmental Statement and non-technical summary. **Refused.**

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/>

i. **Local Plan Update.**

The Clerk read the report provided by P Cowen for November 2023 (to be found at the end of these Minutes).

6. **Budget 2024/25**

The draft budget had been provided to Councillors prior to the meeting. The Clerk ran through the various items on the draft budget and a discussion took place in relation to a donation to the Poppy Appeal. Whilst it was agreed that this is a very worthy cause, L Brown felt that we should not pay money to any charity. R Wylie agreed with L Brown. L Brown proposed that we should not support the Poppy Appeal or any charity, R Wylie seconded, all voted in favour.

A discussion took place and D Napier proposed a precept of £4,800, seconded by C Allen, all voted in favour.

It was therefore **APPROVED** that the precept requirement for 2024/25 will be £4,800.

7. **Clerk Salary Review**

D Napier proposed the Clerk Salary Review of 93p per hour, in line with the Local Government Services Pay Agreement. Proposed by D Napier, seconded by A Thornton, all voted in favour.

8. **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 for 27 November 2023.
- b. To approve salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman from 28 October 2023 to 27 November 2023 in the sum of £345.91.
- c. To approve backdated pay increase to the Clerk from 1 April 2023 to 27 October 2023 in the sum of £121.83.
- d. To approve payment to Breckland Council for Uncontested Election Costs (May 2023) in the sum of £75.00 (inv 0001124857).
- e. To ratify salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman from 27 September 2023 to 27 October 2023 in the sum of £294.24.
- f. To ratify payment to Clear Insurance for annual insurance premium in the sum of £532.29.

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

9. **Matters to Report**

a. **Financial Balances**

Shropham Parish Council £5,052.90

b. **Parish Land**

A Thornton explained that there is no further update at the present time.

c. **Highways**

D Napier spoke about a proposed 40mph speed limit from the east side of the first crossroads by the Stuart Group until it picks up the 30mph limit on the Hargham Road. James Rotherham, the CEO of Stuart Group is in support. The Parish Council have also shown their support to this and D Napier appealed to F Eagle to ensure that this is done. F Eagle advised that he has put forward his whole District Councillor allowance for this project and District Councillor Askew has also agreed to put his residual allowance to this project and a request has been made for this scheme.

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A blocked culvert at Bradcar Road has been reported. F Eagle confirmed that this culvert will be the responsibility of the riparian owners and that Norfolk CC have a right of passage over and across the said culvert.

C Allen and R Wylie will visit the riparian owners to see if this can be addressed.

d. **Email addresses.**

The Clerk asked if all Councillors are now able to send and receive emails from their new email addresses. D Napier, C Allen, A Thornton, P Bush are now using the new emails. L Brown has been unable to set up her new email account, the Clerk will assist L Brown in setting this up. R Wylie says that his new password is not recognised, Clerk to also assist R Wylie.

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

None.

11. **Correspondence**

None.

12. **To agree date for next meeting: Monday 23 January 2024.**

Agreed.

Jo Blackman
Parish Clerk

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DC report November 2023 provided by P Cowen

• Budget

- Work within Breckland is focussed on the preparation for our discussions on our budget preparations ahead of the formal presentation to council in the new year. As an authority Breckland is experiencing severe cost pressures from external factors over which we have no direct control such as;
 - as a result in an unprecedented demand for housing and
 - a significant reduction in income from 'major' planning applications. This is replicated across east Anglia and is as a consequence of a significant slow down in the construction of large developments across the region.

• Flooding

- Locally in Breckland, flooding and its impact upon residents in those areas affected, has been a focus of attention for our community teams and we continue to apply pressure to those responsible for drainage and flood management within the county and at the EA and Anglian Water. Perhaps it is a timely reminder to all residents and businesses who have land that adjoins a watercourse that as land owners they have what are known as Riparian responsibilities to ensure that the watercourse is able to flow freely. More information is available here <https://www.gov.uk/guidance/owning-a-watercourse> and please note the floodline details 0344 800 8013 and [NSFA-leaflet.pdf \(norfolkprepared.gov.uk\)](https://www.nsfaleaflet.pdf)

• Planning

- The development of the local plan continues through the various stages we are required to follow
- Legislative amendments to increase planning application fees in England have now been formally "made" and will take effect on 6th December 2023.

The main points affecting how fees are calculated on Planning Portal are that:

- **application fees in England will be increasing by 25% across the board, which will rise to 35% for major schemes based on the legislative interpretation of 'major development'.**
- the provision for a 'free go' on application resubmissions in England will also be removed, but individual applications that were already eligible for a free resubmission prior to the change (i.e. before 6th December 2023) will remain so. This will see the number of such exemptions fade out over the 12-month period after the amendments have taken effect.
- a fee is being introduced for the prior approval application required, as part of the [permitted development rights for 'development by the Crown on a closed defence site'](#).

Separately, the amendment introduces an annual rise in application fees linked to inflation (and capped at 10%) every April from 2025 onwards and it also tightens the planning guarantee so that undetermined non-major applications (including householder developments) will be eligible to receive a refund after 16 weeks, shortened from the 26-week period which remains 'as is' in all other cases.

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