

Swainsthorpe Parish Council  
Minutes of the meeting of the Parish Council  
held at St Peter's Church on Wednesday 13 September 2017 at 7.30pm.

In Attendance: Cllr G Frost, Cllr P Frost, Cllr Y Folkard, Cllr B Lincoln, Cllr P Bocz

Parish Clerk Anne Rayner  
District Councillor Phil Hardy  
5 members of the public

1. **To consider apologies for absence** – Apologies were received and accepted from Councillors Nielsen and Webster.
2. **To confirm the minutes of the meetings held on 12 July 2017** – The minutes were approved without alteration and signed as correct by the Chairman.
3. **Declarations of interest for items on the agenda** – None to declare.
4. **Public Open Forum including reports from District and County Councillors** – District Councillor Hardy advised that SNC will be holding a meeting at the offices in Long Stratton on 26 September between 6pm and 7.30pm to display and discuss the plans for the development of Long Stratton. Councillors Frost and Folkard will attend.
5. **Planning.**
  - a) **To review Planning Meeting decisions since the last full Parish Council meeting: None**
  - b) **To report on planning information circulated via e-mail:**
    - i. **2017 / 1599 – Meadow Cottage, Norwich Rd – Erection of carport**
  - c) **To hear a report on plans approved/refused by South Norfolk Council –**
    - i. **2017 / 1218 – 43 Church Rd – Erect steel framed shed – Refused**
    - ii. **2017 / 1227 – 6 Church Close – two storey rear extension – Approved**
    - iii. **2017 / 1599 – Meadow Cottage, Norwich Rd – Car port – Approved**
  - d) **To consider planning applications -**
    - i. **2017 / 1781 – Hornsea Project Three Offshore Wind Farm – Statutory Consultation** – Following discussion, it was agreed that the parish council would respond to the consultation noting concerns about the height of the substation and possible noise pollution.
    - ii. **2017 / 2005 – 35 Church Rd – Construction of new dwelling and rep. garage** – Highways have responded to the consultation noting concerns about inadequate parking provision and, whilst the parish council noted these concerns, Councillors did not have any objections to the application.
6. **To consider correspondence, including:**
  - a) **CPRE – Vision for Norfolk** – Noted.
  - b) **South Norfolk Council – Proposed Public Space Protection Order** - Councillors had no comments to add to this consultation, which was supported.
  - c) **Community Governance Review – Phase 2** – Noted
  - d) **Partnership magazine** – A member of the public has asked why the parish council do not submit items for publication in the Partnership magazine. This issue was discussed

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and it was agreed that the clerk would request information about publication dates and costs.

7. **Consider sites for a defibrillator** – This will be carried forward to the next meeting.
8. **To approve the SNC mini recycling agreement** – Councillors authorised the agreement for a further year.
9. **Better Broadband For Norfolk – New cabinet** – A new Broadband cabinet will be installed to the side of Munnings Close at the junction with Church Road.
10. **To consider information from Saffron Housing regarding affordable housing** – Saffron Housing have written to the parish council to ask if any sites can be identified which may be suitable for affordable housing. Following consideration, Councillors agreed they could not think of a suitable location.
11. **To consider quotes for the insurance renewal** – As some items are still being reviewed, final information will be circulated to be agreed prior to the renewal date of 1 October.
12. **To consider the play area quarterly inspection report and approve sign proof** – The proof of the sign was unanimously agreed and the clerk will arrange for this to be produced. The sign will be attached to the fence. It will be A3 size. The maintenance of the play area was discussed at some length. Cllr Bocz raised some concerns that issues highlighted on inspection reports were not being actioned. It was agreed that issues highlighted as low or medium risk need to be monitored and issues recorded as high risk need to be actioned immediately. The last operational report only recorded low risk issues and one medium. The problem with a broken overhanging branch and a slippery surface, due to dropped fruit, were mentioned and a member of the public present (also a member of the SCCT) agreed that these issues would be actioned. Cllr Bocz agreed he will send a list of tasks relating to the play area to the clerk and she will ask the handyman contractor to provide a quote. If the quote is £300 or less the parish council gave the clerk approval to authorise the spend. Cllrs Nielsen and Bocz will attend the next meeting of the Community Charity Trust to agree progress relating to the surrounding trees and other issues.
13. **To receive feedback regarding the Hornsea 3 Offshore Wind Farm meeting** – Covered during item d i.
14. **To agree ring fenced funds for the play area and street lighting** – It was agreed to ring fence the following amounts: £2000 for the bus shelters; £6000 for the play area and £2000 for street lights.
15. **To agree on tasks for the handyman** – The clerk will obtain a quote from the handyman for the maintenance of the play area and for attaching the sign securely to the fence. It was also agreed to obtain a quote for painting the soffits and fascias on the bus shelters.
16. **Finance.**
  - a) **To receive the financial report, receive the external auditors report and consider the payment of the following:**

Chq no	Amount	Payee	Notes
100	£326.65	A Rayner	Aug & Sep salary
100	£163.20	Post Office Ltd	Q2 tax

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100	£375.00	B Lincoln	Payment 4 – grass cutting
100	£397.00	P Lock	Noticeboard repairs

The financial report was approved and the report from the external auditor was acknowledged. All payments were unanimously authorised.

- 17. To receive items for the next agenda** – Handyman tasks, budget, Partnership magazine.
- 18. To confirm the date for next meeting as 15 November 2017.**

There being no further business the meeting closed at 9.10pm.