

Swainsthorpe Parish Council
Minutes of the meeting of the Parish Council
held at St Peter's Church on Monday 19 March 2018 at 7.30pm

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

Parish Clerk Anne Rayner
County Councillor C Foulger
3 members of the public

1. **To consider apologies for absence** – Apologies were received and accepted from Councillors Nielsen and Bocz. District Councillor Hardy also sent his apologies.
2. **To confirm the minutes of the meetings held on 10 January 2018** – 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** – No comments.
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. **2018 / 0058 – 6 Church Close – 2 storey rear extension** – no objections
 - c) **To hear a report on plans approved/refused by South Norfolk Council –**
 - i. **2017 / 2847 - 1 Munnings Close – extension for use as annexe** – approved
 - d) **To consider planning applications**
 - i. **2018 / 0111 – Land East of the A140, Long Stratton – Hybrid application on 109.7 hectares of land for 1275 dwellings, 8 hectares of employment land, primary school and bypass.**
 - ii. **2018 / 0112 – Land West of the A140, Long Stratton – Hybrid application on 45.2 hectares of land, for 387 dwellings, 1.5 hectares of employment land and relief road.**

Both applications were considered and Councillors noted that their main concern is the impact of the additional traffic on the A140. Accessing the A140 is already extremely difficult, especially at peak times, and the plans don't seem to do anything to mitigate the impact on neighbouring villages. The parish council trust that South Norfolk Council will ensure that the development does not go ahead without the absolute guarantee of the bypass being built.

When the meeting date was originally set it was past the close date of the Greater Norwich Local Plan (GNLP) consultation. However, the close date has been extended to 22 March and it was therefore possible to consider the four sites which have been put forward in Swainsthorpe. Councillors generally felt that the infrastructure cannot take any further development. The clerk will submit the appropriate comments. **Action AR.**

6. **To consider correspondence, including:**
 - a) **Licence Application – The Wine Van, Meadow Cottage** – Noted

- b) Donation Request from Norfolk Accident Rescue Service (NARS)** – It was agreed to make a donation of £25.
- c) Draft Access Improvement Plan Consultation** – This NCC consultation is open until 16 June. The clerk will provide more details regarding this at the next meeting in May. **Action AR.**
- 7. To consider the erosion of the common land near the Church** – The problem regarding the area of Common land near the Church was discussed at some length. Possible options include kerbing the edge of the common land or ceasing to maintain the area, in order that it becomes too overgrown for people to park on. The clerk will see if any advice is available from SNC regarding the kerbing option. The Chairman asked for feedback from other interested parties, i.e. SCCT and the PCC and also asked for all other suitable solutions to be put forwards. **Action AR.**
- 8. To Review the Statement of Internal Control** – The policy was reviewed and agreed, following a couple of minor changes.
- 9. SAM2** – The SAM2 will remain in its current location for four weeks and the data will be sent to the clerk. The machine will be returned later in the year to be placed at the other end of the village for another four weeks.
- 10. To appoint an internal auditor for the 2017 / 18 accounts** – Councillors resolved to appoint Pauline James as internal auditor for the 2017/18 year. The clerk will send the appropriate appointment letter. **Action AR.**
- 11. General Data Protection Regulations – May 2018** – The clerk reported on the GDPR, coming into force on 25 May 2018. The legislation is still subject to change, however, it appears that the parish council will be required to appoint a Data Protection Officer. The clerk will report further, as the situation becomes clearer.
- 12. Village green bin** – The Chairman is currently emptying this bin and indicated that she is happy to continue doing so. The clerk will arrange for bin bags to be provided.
- 13. To consider bulb and bed planting for 2018** - This has been agreed at the same price as last year.
- 14. To consider the defibrillator proposals from the SCCT** – The SCCT's preferred location for the defibrillator is near the post box / noticeboards, with a view to sourcing the electrical supply from the nearby streetlight. Paul Frost reported that Paul Bocz had raised some concerns about this and that accessing electricity in this manner would be a lot more complicated than at first thought, due to the additional steps needed to be in place for public safety. The Parish Council asked the member present from the SCCT if other options could be revisited again, such as the porch of the Church or possibly the owner of the buildings Church side of the railway. The parish council felt more problems were likely when attempting to connect a defibrillator to an electrical supply remotely, as well as this option increasing the costs. The clerk will try to obtain an estimate from UKPN. **Action AR.**
- 15. Finance.**
- a) To receive the financial report and consider the payment of the following:**

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Chq no	Amount	Payee	Notes
100663	£367.65	A Rayner	Feb & Mar salary
100664	£122.20	HMRC	Q4 tax
100665	£375.00	B Lincoln	Dog waste bins
100666	£350.00	J Wakefeld	Bulb and bed planting
100667	£111.00	J Parker	Play area repairs
100668	£411.97	J Parker *	Bus shelter repairs

*Two cheques were authorised for J Parker. £111 for the play area repairs, which will be sent to him immediately. The other cheque for £411.97 will be sent as soon as the bus shelter work is complete.

16. To receive items for the next agenda – GDPR, defibrillator, Draft access improvement plan consultation, annual accounts, SAM2 report. It was also noted that a resident was the victim of a financial scam recently and Councillors asked whether it would be possible to produce a leaflet highlighting frauds and action that residents can take to protect themselves from such behaviour. The clerk will look into this.

17. To confirm the date for next meeting as 9 May 2018. The meeting will begin immediately after the Annual Parish Meeting, at approximately 7.30pm.

There being no further business, the meeting closed at 9.15 pm.