

Strumpshaw Parish Council

Minutes of meeting of Wednesday 20 January 2021 at 7.30 pm by Zoom

Present: Maureen Hammond, David Varley, Sheila Ashford, Paul Dexter, Tina McAuley, Martin (Ollie) Page

In attendance: Hilary Hammond, Megan Wilby

Andrew Proctor - Norfolk County Council
Sue Prutton - Broadland District Council
Grant Nurden - Broadland District Council

Sarah Cartwright, Lynda and Bob Hunt - Community Hall Committee
Alasdair Fraser - Buckenham woods volunteer (part of the meeting)
Eric McCormick (part of the meeting)
Members of the public - three

1. Apologies for absence

No apologies were received.

2. Declarations of interest in items on the agenda

Tina McAulay declared an interest in item 7, work to the tree near the Mill Road allotments. There were no other declarations of interest.

3. Minutes of the meeting of 25 November 2020

The draft minutes of the meeting of 25 November 2020 were agreed.

4. Matters arising

Sheila Ashford said Eric McCormick was willing to be co-opted onto the Parish Council, he was a retired civil engineer with particular interest in flooding. The Parish Council had been advised of the vacancy at the meeting of 18 March 2020. The vacancy had been advertised but there had been no response so the Council was now able to co-opt. The co-option was proposed by Sheila Ashford, seconded by Paul Dexter and agreed unanimously.

The clerk reported that the latest tax base figure would result in a 10% increase in the Parish Council component of the band D council tax. This was however still a draft tax base figure.

Maureen Hammond said she hadn't contacted the Air Scouts at Lingwood yet but would do so before the next meeting.

Hilary Hammond said he had been in contact with Norfolk County Council about the landfill site and it may be that rather than the lease they would wish to have an agreement, with a small annual payment.

The clerk provided an update on the planning applications considered at the meeting of 25 November 2020 as follows:

Kinguinor, Barn Hill, 20201935 granted with conditions

St Margarets, Buckenham Lane, 20202180 approved

The Orchard 1 Chapel Rd, 20202206 no decision had been taken.

5. Flooding on Norwich Road, Strumpshaw - update

Maureen Hammond thanked Andrew Proctor for the Mill Road road signs. Andrew Proctor provided the following update on the flooding at Norwich Road, Strumpshaw:

Norfolk County Council have completed a feasibility study of options to deal with highway drainage and were working with Anglian Water to find a collaborative solution including co-funding. The absence of nearby watercourses meant a piped option to outfall into a river was prohibitively expensive. Similarly, boreholes and storage tanks that gradually discharged water held were not practicable. The four options detailed in the NCC feasibility report to address highway drainage were to:

1. Widen existing ditch north of Norwich Road (Preferred)
2. Soakage basin in field north of Norwich Road
3. Soakage basin in field south of Norwich Road
4. Soakage basin in land west of Mill Road (suggested by Parish Council)

Indicative construction costs varied from £260,000 to £430,000 for each option to which land and design costs would need to be added. These estimates would need to be further developed through detailed design to establish a more accurate and reliable budget. This was subject to the following caveats/requirements:

- Ground testing (work now under way) to establish ground conditions and how fast water could soak away
- All options required land purchase. The landowners had been contacted and provided with drawings indicating location of a potential facility/landscaping pending detailed design. They were receptive to land negotiations
- Identifying measures to deal with public utilities in the road
- Agreeing measures to prevent groundwater pollution acceptable to the Environment Agency (EA). The EA have confirmed in writing that any highway drainage scheme was dependent on excluding foul water contamination ie contingent on a solution to the AW foul surcharge problem
- Topographical survey for option 4 to prove pipe discharge into basin is viable
- Measures to address overland runoff once AW supplied their model for checking. Runoff would need to be intercepted by either cuttings within fields or incorporated into NCC drainage options

Constructive discussions between NCC and AW officers were ongoing. Whilst AWs initial view was that their system had enough capacity and that surcharging was caused by external water infiltration/ingress, that has evolved in light of further discussion and video footage of flooding. Consequently, AW had progressed an extensive camera (CCTV) survey of the total system (from Lingwood to the downstream pumping station) to definitively establish network condition and connections from houses or other sources. The survey was 90% complete. Results would then be analysed and re-modelled to re-assess network capacity and options to address surcharging by the end of January. AW recognised the community impact and continued to collaborate toward a solution including opportunities for co-funding.

NCCs flood and water team continued to work with the developer at the former Lingwood first school in Lingwood on an infiltration solution for water disposal.

In response to a question from Sheila Ashford about which year the money for the scheme would be in NCC's budget, Andrew Proctor said it would be in 2021 to 2022 as part of a sum to deal with flooding issues across the county.

Sheila Ashford proposed that a letter be sent on behalf of the Parish Council to Anglian Water to ask them to provide a report on the results of the survey and the action they intend to take for the Parish Council's next meeting. This was seconded by Paul and agreed unanimously.

6. Public comments and planning applications

Comments from members of the public were received in relation to the planning application for Glebe Farm, 10 Norwich Road.

6.1 Pond Farm, Buckenham Road, Strumpshaw 20202236

The Parish Council had no comment but drew Broadland District Council's attention to the objection from Mrs Saunt and Blue Kayak.

6.2 Pig rearing building, land north of Wood Lane, Hassingham 20210010

6.3 Pig rearing building, land north of Wood Lane, Hassingham, 20210052

The Parish Council supported the plan in general but were surprised at the location of the building on a hill.

6.4 Glebe Farm, 10 Norwich Rd, Strumpshaw, 20210051

The Parish Council objected to the application on the basis that it is out of keeping with the character and appearance of the area and because of the impact on neighbouring properties. The application was in contravention of the 2014 Strumpshaw Neighbourhood Plan policy 5 "new building should... Allow adequate space between buildings to retain the character of the parish". A reference to the design guide from Leicester City Council was inappropriate in a rural village. Proposed by Sheila Ashford, seconded by Tina McAuley and agreed unanimously. It was agreed the Parish Council would request the planning application be decided by the planning committee.

7. Application for tree work near the Mill Road allotments (written report HH)
It was agreed the Parish Council would identify and approach at least three qualified arborists to provide a work proposal and estimate to reduce the shading from the oak tree over allotment plot six.

8. Community Hall Committee meeting minutes 30 November 2020
The community Hall committee meeting minutes were noted.

9. Community Hall operational update (written report SC)
The operational update was received and noted. The Council also noted that the building snags identified in this report were the subject of a report under agenda item 10.

10. Community Hall snagging (written report HH)
Hilary Hammond reported that there was one further piece of work to be added to the list of works, the hinges to the fire doors needed some adjustment. It was agreed the Parish Council should obtain quotes for the work listed in the report under agenda item 10 community hall snagging. David Varley recommended the Parish Council contact Crabtree Living to tell them this was what the Parish Council planned to do.

11. Community hall equipment service proposals (written report SC)
It was agreed the Parish Council would take out a service contract for the air source heat pump with RA Brown at a cost of £145 plus VAT and with First Class Fire Protection for the fire alarm system at £260.60. The sums were within the community hall 2021/22 budget.

12. Buckenham Wood Project Committee: proposed terms of reference and initial membership (written report HH)
The terms of reference for the Buckenham Woods Project Committee set out in the paper agenda item 12 Buckenham Wood Project Committee were agreed. Maureen Hammond was appointed as Chairman of this committee. The other members appointed were Alasdair Fraser, Hilary Hammond and Ernest Hoyos.

Alasdair Fraser reported that timber and a tree had been felled and removed from the woods. This was the second time someone had been in the wood with a chainsaw. It was agreed the Parish Council would write to the residents of Wood Lane and ask them to contact Alasdair Fraser or Ollie Page if they saw anyone removing timber from the wood.

13. Findings from the deployment of the SAM unit
Paul Dexter was thanked for installing the SAM unit and Blofield Parish Council for the loan of the equipment. There was a problem with the data as a result of the software update and the report was not available at this time.

14. Long-term agreement for insurance with Came & Company
The clerk said the insurance brokers Came & Company had provided three quotes for the Parish Council insurance for 2021 to 2022. The cheapest of these was with Pen Underwriting Limited at £433.86 and we touched on this at the last meeting when discussing the budget. Came and Company also proposed a three-year

agreement with Pen Underwriting Limited at £433.86 a year. It was agreed the Parish Council would enter into the three-year agreement for the Parish Council insurance through Came and Company at £433.86 a year.

15. Membership of Community Action Norfolk

It was agreed the Parish Council should take up bronze membership with Community Action Norfolk for a year.

16. Appointment of J W Gallop as the internal auditor for 2020 to 2021

It was agreed the Parish Council would retain J W Gallop as the internal auditor in the year 2021 to 2022.

17. Request from Broadland District Council Overview and Scrutiny Committee for suggestions for relevant subjects or issues to be added to its work programme

The Parish Council considered this request but had no items to bring to the Committees programme of work.

18. District Councillor reports

Grant Nurden reminded councillors to be vigilant about Covid 19, said that the Greater Norwich local plan would be available for comments between 1 February 2021 and 15 March 2021 and the District Councils budget was being finalised and would be available next month. He said District Councillors had some funds available for equipment for local groups so if the Air Scouts operated in the Brundall ward they might like to apply for these, the cut-off date was soon.

19. Payments and income

19.1 The following payments and income were authorised and signatures of two councillors were provided

Payee and purpose	Budget	Amount
British Gas electricity 18 Nov 2020 dd	Community hall operational	£62.09
Eden Tree & Hedge Care dismantle oak tree	Buckenham Woods	£540
Hilary Hammond signs and cork board	Community hall furnishings	£47.76
Tina McAulay cleaning materials	Community hall operational	£17.50
Lynda Hunt website hosting for two years	Community hall operational	£77.19
Envirosafe microbial treatment 30 November 2020	Community hall operational	£114

H Gould cleaning 16 Dec	Community hall operational	£30
Broadland District Council litter bin emptying	Bins	£187.20
Poppy George	Community hall	£83 refund – covid 19 cancellation
British Gas electricity 18 Dec 2020 dd	Community hall operational	£97.02
Megan Wilby salary December 2020	Clerks salary and pension	£331.26, of which £22.71 stationary and stamps. £16.82 ee pension, £70.33 er pension and tax rebate of £16.82
Hilary Hammond purchase of snow clearing items	Community hall development	£74.26
H Gould cleaning 23 and 30 December 2020	Community hall operational	£60
Megan Wilby January 2021 salary to be paid on 28 January 2021	Clerk salary	£288.95 salary, £16.82 ee pension, £70.33 er pension

Income received

Payee	Budget/ring fenced	Amount
HMRC VAT	VAT	£818.86
Invoices 20/37 dated 9 December £60 paid 1 December, Invoice 20/22 for £80 paid 1 December	Community hall income	

19.2 Bank reconciliations

The bank reconciliations for December 2020 and January 2021 had been checked by Maureen Hammond.

20 Police report

The latest figures which were for November 2020 showed no crimes reported.

21 The date of the next meeting and items for discussion

It was agreed there would be an additional Parish Council meeting on 24 February at 7:30 PM by Zoom. Items to be considered included quotations for the fridge, electrical and other work at the community hall, quotations for the tree work, co-option of Eric McCormick and repayment of the remaining portion of the loan to Acle Parish Council.

It was agreed there would be an additional Parish Council meeting on 24 February at 7:30 PM by Zoom. Items to be considered included quotations for the fridge, electrical and other work at the community hall, quotations for the tree work and repayment of the remaining portion of the loan to Acle Parish Council.

A Hammond 24.2.21.