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**MINUTES OF SEDFORD PARISH COUNCIL MEETING ON THE
20th NOVEMBER 2019 AT THE VILLAGE HALL**

1. Welcome – The Parish Council Meeting started at 7.00pm and Cllr Crump welcomed all attending.

Public Session – Four members of the public present. The owner of Washpit Cottage outlined the reasons for his planning application 19/01640/F proposed single-storey dwelling following sub-division at Washpit Cottage. He explained that his architect is looking at the safety of access; the proposed building is one storey so he said it would not overlook the street scene; a portion of the hedge will be taken down but will be replaced, so the new street scene will be a driveway and steps, the bungalow is lower than the existing nearby properties and the hedge is higher than the ridge line so the bungalow would not impose on the view and the proposed brickwork will be as the existing Washpit Cottage. The division between the two properties will be either a wall or a metal fence. The owner is meeting the Borough Council on Thursday 5th December.

The parishioners who are renting land south of Heacham Road explained, in relation to planning application 19/01799/CU, that they had rented the land for 15 years and said that although the term equestrian use and livery was the official wording, they used the land for personal grazing and would not erect additional sheds and those already in situ were moveable. They explained that it would be difficult to turn grazing land into a building plot.

Apologies Accepted – Cllr Liz Wilce

Present: Cllrs Sue Crump, Cedric Curry, Bernard Clark, John Palmer, Tamar Crosley and Kevin Miller. Borough Cllr Terry Parish and Cllr Michael Chenery (arriving at 7.16pm)

Declaration of Interest – none

2. Minutes for approval - Minutes of the 16th October 2019 Parish Council Meeting – with addition to be made to **11.3** to read **AA sign for SHARP still on Snettisham Road at junction with Heacham Road** - were proposed by Cllr Clark and seconded by Cllr Curry and carried.

3. Matters Arising:

3.1 Anglian Water re: river flow – Working party for Heacham River – Members of the new working party (Cllrs Crump, Clark and Curry, together with four parishioners) will be meeting on Monday 25th November with officers from the Norfolk Rivers Trust and the Environment Agency and Borough Cllr Parish by the Washpit. This meeting will offer an opportunity for the working party to share ideas and knowledge regarding the quality and volume of the river and what can be done to avoid the river running dry.

3.2 Hedge encroaching onto highways – The clerk has reminded NCC Highways that this remains outstanding and they will remind the landowners.

3.3 Garden waste on public land – The Borough Community Safety and Neighbourhood Nuisance Officer had agreed to visit the site after 11th November to assess the situation and keep the parish council informed of progress.

3.4 Village Pound – Discussion took place over whether the area outside the Church should have hard landscaping applied or be reseeded. The clerk will contact NCC Highways for costings.

3.5 Overgrown hedges near West Hall Farm and Washpit Cottage – The clerk has sent the owners of Washpit Cottage a screen shot of the area around their cottage showing a hatched green area validated as Highway land and NCC Highways have confirmed that the overgrowth of the hedges is the responsibility of the owners to cut back.

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3.6 Grass cutting contract – The Parish Council has obtained a refund from the current contractors of £322 net. The contract will be closely monitored and reviewed during 2020 and alternative options explored if necessary.

3.7 Village Speed Watch Group – Update – Five sessions have been undertaken by the volunteers recently and in October, 27 letters have been sent out by the Police. The speed watch team continues to increase as more volunteers join the group.

3.8 Signs and posters – Deferred to December meeting due to time constraints.

4. Standing Agenda Items:

4.1 Police matters - PC Lee Anderton – Western District Engagement Officer – Monthly newsletter noted

4.2 Meetings attended

4.2.1 Parish Paths Seminar - The seminar was attended by the clerk who reminded Councillors that all public footpaths/restricted byways within the parish require checking to ensure they are kept clear. The clerk will email the relevant information and maps to all Councillors.

4.3 Village Hall matters – It was reported that the recent play in the village hall was successful. Confirmation was given that the proposed extension will now not take place and utilisation of unused space will now be made. Plans and estimates are currently being prepared.

5. Planning matters:

To consider plans at the time of publishing:

5.1 19/01815/F New entrance gates and fencing to south boundary at The Old Vicarage, Church Lane, Sedgeford – The Parish Council supports the application.

5.2 19/01799/CU Change of use from grazing land to equestrian use and livery at land south of Heacham Road, Sedgeford. Comments required from the Parish Council – deadline 21st November 2019 – The Parish Council supports the application but with the following conditions; (1) *For personal and family use only*, (2) *No commercial or business use*, (3) *No further buildings (other than those already on site) to be erected*, (4) *No permanent buildings to be erected*, (5) *No additional livery and* (6) *Use in day light hours only*

5.3 19/01640/F Proposed single-storey dwelling following sub-division at Washpit Cottage, Snettisham Road – The Parish Council had previously objected to the application and further comments were to be sent to the Borough Council - *'Sedgeford Parish Council maintains its objections to this application for the reasons already given and agrees with the statements made by the Conservation Officer, who recommends refusal'*

5.4 19/01759/LDE Lawful development certificate: Use of former meadow land as domestic garden land in excess of 10 years – The Parish Council had asked for qualification of exactly which part of land this referred to and was satisfied that the land in question had been used as garden land in excess of 10 years.

To consider plans since publication: None

Outcomes of planning – approved/withdrawn by the Borough Council: None

6. County Councillor update: Cllr Chenery handed out leaflets on Norfolk Fire and Rescue Service consultation – Have your say – www.norfolk.gov.uk/irmp and these will be displayed on the Parish Council noticeboard. Cllr Chenery informed the meeting about his new role as Chairman of the Norfolk Records Office, where the oldest recorded document was written in the year 1280. Cllr Chenery asked about Sedgeford Parish Council records and the possibility of them being housed in the Norfolk Records Office. Cllr Chenery also informed the meeting about Heritage Mile Road Markers and Councillors were requested to inform Cllr Chenery of any in Sedgeford.

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7. Borough Councillors update: Cllr Parish informed the meeting that planning application 19/01639/F Communal off-road car parking at land north-west of Holly Tree Cottage was still ‘called-in’ and was waiting for comments by the Conservation Officer. Cllr Parish expressed his concern that Fring doesn’t have a parish council and asked Sedgeford Parish Council to consider representing Fring. The Borough Council are working on how to distribute part of the income collected through CIL (which will be on December’s Agenda) and the planning application for housing at Knights Hill has been ‘called-in’ by the Secretary of State.

8. To approve accounts and payments this month:

8.1 Approval and payment of invoices:

Name	Business	Net	VAT	Gross	Recoverable VAT
Village Hall Committee	Cash Legacy	500.00	0.00	500.00	N/A
K and M Lighting	Street Lighting Maintenance 1st to 30 th November 2019	13.29	2.66	15.95	All
CGM Group	Grounds Maintenance November 2019	265.15	53.03	318.18	All
E-On (DD)	Electricity – Street Lighting – 1st to 31 st November 2019	28.69	1.43	30.12	All
NALC	Book – Local Council Admin	27.75	0.00	27.75	N/A
Clerks Salary/HMRC	November’s Salary/PAYE	238.36	0.00	238.36	N/A
Clerks Expenses	Special delivery/paper/mileage	18.06	0.49	18.55	All
Royal British Legion Poppy Appeal Fund	Donation for Remembrance Day 2019 Wreath	25.00	0.00	25.00	N/A

The invoices and payments were proposed by Cllr Clark and seconded by Cllr Crosley and all were in favour.

8.2 Financial Statements for November 2019 – Noted at the meeting

9. Correspondence, to consider any correspondence/communication received:

9.1 Norfolk Fire and Rescue Service draft Integrated Risk Management Plan (IRMP) – Noted at the meeting.

9.2 Pre-submission Consultation on the Heacham Neighbourhood Plan www.heachamplan.co.uk – two drop-in sessions are being held – Thursday 21st November 3.00pm – 7.00pm and Saturday 30th November 10.00am – 2.00pm

9.3 NALC’s monthly update – Noted at the meeting.

9.4 Barclays Bank reduction of interest rates – Current rate 0.2% to be reduced to 0.1%

9.5 The Norfolk and Waveney Health and Care Partnership – Briefing: Children and Young People and Adult Mental Health Services October 2019 – Noted at the meeting.

9.6 Letter from Sedgeford Village Hall explaining that proposed extension at the back of the hall proved too costly and a decision has been made to split the gentlemen’s toilets into two (with two gents and two ladies’ cubicles) by building a partition wall and turning the existing ladies toilet into a new meeting room which allows for the present meeting room to be used as a new storage area. In the future the current storeroom will be knocked through into the kitchen. Providing sponsorship is found, the Village Hall Committee are planning to build a hard play area for use as a skate board area.

9.7 BT Removal of payphone at the junction of Ringstead Road and Jarvie Road. One phone call had been made in the last 12 months and no objections had been received, therefore, the payphone will be removed.

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9.8 Amenity Land off Jarvie Close/Mill View – a concerned parishioner had informed the parish council that the land was being used for mending and selling cars and the parish clerk was asked to inform the Borough Council.

10. Agenda items for Council Decision:

10.1 Invitation to Bid Letter Parish Partnership 2020-21 – No projects were sent in but work on reviewing TRODS will be carried out in the meantime in preparation for the next parish partnership bid.

10.2 Inscriptions on War Memorial – Still waiting for further information.

10.3 Overgrown hedge at Sedgford Cemetery – The parish clerk to investigate whether the Probation Service still has community service groups which could cut back hedges. The Cemetery charges and policies will be reviewed in January 2020.

10.4 Comments on planning applications received (see agenda item 5)

11. Any other business (for information only) and any items to carry forward to next month for the decision of the council:

11.1 Cllr Clark reviewed the finances in accordance with the six-monthly policy and was satisfied with the accounts.

12. Any Further Public Comments on the Meeting – None

The meeting closed at 9.22pm

Date of next meeting Wednesday 18th December 2019 starting at 7pm.