

NORWELL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 24 January 2018 in Norwell Village Hall commencing 6.30 pm.

Present: Councillors:

R. Ward (Chair)
M. Porter
A. Ward (from 6.35 pm)
P.Saul
H.Moreno
C. Chittell
H.Brown

In attendance:

C. Millward (Clerk)
B. Laughton (from 6.40 pm until 6.45 pm)
S. Saddington (from 6.45 pm until 6.50 pm)
Members of the public (x5) (until 7.30 pm)

	DISCUSSION AND DECISIONS	ACTION
NPC/1/18	Apologies for absence: There were no absences.	
NPC/2/18	Declarations of interest: There were no declarations of interest, direct or indirect, in any item of business on the agenda.	
NPC/3/18	Dispensations: None required.	
NPC/4/18	<p>a. Norwell Parish Council Gardens Committee – Representations: The chair distributed copies of the dyke options discussion sheet to councillors and to the public. He invited a Norwell Parish Council Gardens Committee (NPCGC) member to address the meeting regarding any issues NPCGC wished to raise or the council to address. Councillors noted that, because there had been no formal NPCGC meeting since 28 November 2017, the member had not been formally appointed as NPCGC's representative. The chair reminded the meeting that not all allotment holders were parish residents. Those allotment holders, therefore, had no financial stake in the precept and decisions relating to it. Councillor Laughton arrived at 6.40 pm. Councillors agreed to move to item 8 on the agenda (Reports from the District and County Councillors) to allow councillor Laughton to attend another commitment. The meeting reverted to this item. The following matters were raised:</p> <ol style="list-style-type: none"> 1. Concerns regarding tensions which had arisen between NPCGC and the council which NPCGC hoped that improved communication and liaison going forward would resolve. 2. NPCGC recognised that the cleared dyke posed a safety risk which needed to be managed appropriately. NPCGC is open minded regarding the solution but, from their perspective, it would need to be workable. With this in view NPCGC would like an input into the timing of any work and to be represented on site when work is undertaken to liaise with contractors on allotment holders' behalf 3. NPCGC is anxious to retain access to water on the site without which the allotments would not be viable. Councillors noted the views expressed above. Councillors acknowledged that it should have been quicker to clear the dyke properly. However, that work having been done, it was agreed by all present that, for safety reasons, the dyke cannot be left as it is. The 	

advantages and disadvantages of the long term options as set out in the discussion sheet were considered. Both the expense and ongoing maintenance obligations attendant on the installation of a fence as a long term solution were noted. All present acknowledged the need to manage the safety risk in the interim, pending the permanent solution.

As regards a culvert:

- a. All concurred that this would address the health and safety risk and need for ongoing maintenance posed by an open dyke.
- b. Councillor Brown explained the following :
 - i. He had sought advice from an appropriate specialist and had been advised that a culvert scheme could provide for a stepped and hand railed access to the dyke for water collection, about 30 metres along the dyke
 - ii. The walls of a culvert would be constructed with sandbags filled with concrete to create a more natural appearance in keeping with the surrounding site.
 - iii. The appropriate piping, with a purchase value of £1000, had been generously donated unsolicited by a resident after councillor Brown had made initial enquiries regarding the viability of a culvert in December 2017
 - iv. The water in the dyke was not of good enough quality to provide a habitat suitable for water voles.
 - v. Once constructed, the surface above the dyke could be used to create an ecology strip which could be planted to provide a habitat for flora and fauna and an attractive feature of the site
 - vi. The machinery used in any culvert works should be able to operate from the dyke itself with minimum disturbance to the allotments, avoiding issues of the nature which had arisen when the dyke was cleared.
 - vii. A bore hole for the supply of water could be considered in the future. The council had also been exploring the possibility of an electricity supply.
- c. Councillors confirmed that appropriate consents would be sought from Trent Valley Internal Drainage Board and NSDC if required. The chair circulated Trent Valley Internal Drainage Board's advice note and culvert application form for NPCGC's information.
- d. Councillors agreed that a culvert would provide a pragmatic and economic solution and provide the opportunity to enhance the appearance of the gardens and improve the quality of the ground.
- e. It was recognised that there were pressing time constraints because of seasonal considerations and the likelihood of delay in the issue of the required approvals.

Having considered the options and taking account of NPCGC and allotment holders' concerns, councillors unanimously **decided** to culvert the dyke subject to the required consents, with provision for the safe collection of water by allotment holders and provision of a reclaimed surface immediately above the culvert for use by NPCGC for ecological purposes.

Although the council had needed to make a decision at the meeting, the chair invited the NPCGC member to seek any comments NPCGC might have on the decision. Allotment holders' wish for active liaison with an NPCGC member regarding the culvert works when they take place was recognised.

Councillors also **agreed** that, as a priority, the accessible part of the dyke should in the interim be fenced off with orange plastic mesh fencing and appropriate warning signage along the sides. They confirmed that, as part of these interim safety measures, they would seek to accommodate the need for access for water once it is again regularly required. Councillors A Ward and Brown were **authorised** to incur expenditure of up to £500 plus VAT in relation to temporary fencing materials and the signage. The clerk and councillor A Ward

AW/HB
Clerk/AW

	<p>will liaise regarding appropriate signage and the need for additional warning signs and the entrances to the site. All present agreed that, in the light of the above, item 10 b on the agenda (Parish gardens) had been discussed in its entirety and would not be discussed again at this meeting. The members of the public left the meeting at 7.30 pm. The clerk will write a formal letter of thanks to the residents who donated the piping. Councillors A Ward and Brown will erect the mesh fencing as a priority.</p> <p>b. 10 minutes public speaking time: No public present.</p>	<p>Clerk AW/HB</p>
NPC/5/18	<p>Minutes of the Parish Council meetings on 22 November 2017: The minutes of the meetings held on 22 November 2017 were agreed as a true record and signed by the chair.</p>	
NPC/6/18	<p>Matters arising: <i>NPC/201/17 – PAGE</i> - The chair was unable to attend the PAGE meeting on 23 November 2017.</p> <p>There were no other matters arising.</p>	SS
NPC/7/18	<p>Chair’s report: Nothing to report save to draw councillors’ attention to the new display plinth for the WW1 memorial book. Councillors’ admired the display and thanked the maker of the plinth.</p>	
NPC/8/18	<p>Reports from the District and County Councillors: The meeting moved to this item during item 4 (see NPC/4/18 a above). Councillor Laughton reported as follows:</p> <ol style="list-style-type: none"> a. NCC is reviewing the VIA contract for highways services b. An increase in the council tax is likely c. NCC has set aside significant funds for road repairs in addition to the budget amount. <p>Councillor Laughton left the meeting at 6.45 pm. Councillor Saddington arrived at 6.45 pm and reported as follows:</p> <ol style="list-style-type: none"> 1. Highways England has refused to use the southbound A1 gantry for lane warnings in advance of the A46/A17 exit 2. NSDC is taking enforcement action in respect of an apparent planning breach revealed on the Planning Committee’s site visit in respect of planning application 17/01888/FUL <p>Councillor Saddington left the meeting at 6.50 pm. The meeting reverted to item 4a (Norwell Parish Council Gardens Committee – Representations).</p>	
NPC/9/18	<p>Finance:</p> <p>a. Financial position as at 31 December 2017 - The clerk presented her report showing the precise financial position at 31 December 2017 and incorporating a budget, which councillors considered and noted. The chair confirmed that the resident who had made the plinth regarded it as a donation. Councillors discussed councillor Laughton’s grant in this respect and noted that the grant reserve for the pinfold had not yet been used. The clerk will ask councillor Laughton whether both grants might be diverted to the allotments.</p> <p>b. Accounts for payment – Having considered the budget, the council unanimously approved ten payments totalling £1400.15.</p> <p>c. To consider the financial information provided by the Clerk and NSDC’s letter regarding 2018/19 precept estimates and to agree the precept for the year ending 31 March 2019: Councillors considered the financial information provided by the clerk and after discussion agreed unanimously to increase the precept for the year ending 31 March 2019 by £91 to £4841. This was intended to</p>	<p>Clerk</p>

	<p>protect the council against the incremental effect of cost increases over time and any future imposition of a referendum requirement. In addition, the council now had a pension commitment.</p>	
<p>NPC/10/18</p>	<p>Green spaces including:</p> <p>a. Play Park including-</p> <p>i. Report on playground: A Ward reported that there were no issues since his last report.</p> <p>ii. New play equipment project including WREN funding application: Councillors were pleased that the WREN application was being put forward for decision and will await the outcome. Councillor A Ward reported that he had been offered a tin shed for us as a shelter in the playground. The chair reported that Norwell Education Foundation hoped to be able to support the playground in various ways.</p> <p>b. Parish Gardens including:</p> <p>i. Risk assessment – Dyke</p> <p>ii. Management of dyke risks and future maintenance, including culvert</p> <p>iii. Minutes of Norwell Parish Council Gardens Committee meeting (if any) All discussed at NPC/4/18 a (Norwell Parish Council Gardens Committee – Representations) above.</p>	
<p>NPC/11/18</p>	<p>Planning:</p> <p>a. Applications:</p> <p>i. 17/02330/LBC - Re-modelling of Dairy Shed and addition of a garage - Church Farm Main Street Norwell: Councillors discussed this application and the associated application below, agreeing that issues of private rights were outside their remit and the planning regime. The chair declared a personal interest at this point, apologising for initially overlooking the existence of an interest, and withdrew from the meeting. Councillors discussed both applications further and decided, 4 in favour with 2 abstentions, to object to the proposals on the following grounds:</p> <ol style="list-style-type: none"> 1. The alterations to the existing buildings are so significant as to amount to the creation of a new separate development on the site 2. The new garage will have a significant visual impact and is out of character with the surrounding area. <p>ii. 17/02329/FUL - Householder application for re-modelling of Dairy Shed and addition of a garage - Church Farm Main Street Norwell: Discussed and decided under i immediately above. The chair returned to the meeting.</p> <p>b. Decisions:</p> <p>i. 17/02050/TWCA – Fell ash (x1), prune plum (x1) and apple (x1) – The Beacon Main Street Norwell –Approval noted.</p> <p>ii. 17/01888/FUL Householder application for proposed two storey rear extension Trent Farmhouse Norwell Road Norwell Woodhouse – Refused (to include any action to be taken arising out of decision) – Refusal noted</p> <p>iii. 15/02142/FUL - Formation of new vehicular access, demolition of existing workshop and alterations to redundant farm buildings to form two dwellings - Glebe Farm Caunton Road Norwell - Approval noted.</p> <p>c. Compliance: No issues.</p>	

NPC/12/18	Norwell United Charities and Norwell Education Foundation – Update: The chair confirmed that the appointment of joint trustees would not be practicable.	
NPC/13/18	Norwell Sports Association- Update: Nothing to update.	
NPC/14/18	<p>Village amenities and environment including:</p> <p>a. Parish Council website: The clerk has populated the website and asked the designer to make the website live.</p> <p>b. Norwell WW1 commemoration records – Display facilities: Discussed at NPC/9/18 a above (Finance). The chair will write a letter of thanks to the maker of the plinth.</p> <p>c. Health and safety inspection report Councillor Brown had identified no issues on his inspection (which included the defibrillator cabinets) and passed his written report to the clerk.</p>	Chair
NPC/15/18	Transport including Highways: The extent and number of potholes was noted.	
NPC/16/18	PAGE: See NPC/6/18 above (Matters arising).	
NPC/17/18	Service faults: No issues.	
NPC/18/18	Correspondence: All items of correspondence noted together with together with the opportunity to purchase lamppost poppies for this year’s Remembrance. It was agreed that the clerk should order ten poppies.	Clerk
NPC/19/18	Parishioners’ Business: Nothing discussed.	
NPC/20/18	<p>Next meeting:</p> <p>a. Date: Wednesday 28 February 2018 at 6.30 pm</p> <p>b. Agenda items: As set out above.</p>	

The meeting closed at 8.45 pm