

# HIGH KELLING PARISH COUNCIL

## Minutes of the Virtual Meeting held on Tuesday 17<sup>th</sup> November 2020 at 7pm via Zoom

**Attending:** Cllr David Carter (Chairman), Cllr Gordon Lane (Vice-Chair), Cllr Robin Johnson, Cllr Duncan Henderson, Cllr Jan Kemp, Cllr Patrick Kelly, Cllr John Mangan, Cllr Robert Prescott, Cllr Susan Rutherford, District Cllr Duncan Baker, County Cllr Sarah Butikofer and Parish Clerk Gemma Harrison. 3 members of the public were present.

### 1. Administrative

- a) District Cllr Georgie Perry-Warnes gave her apologies.
- b) The minutes of the last Parish Council were PROPOSED by Cllr Lane and SECONDED by Cllr Johnson and AGREED by all.
- c) Matters Arising.
  - Cllr Carter spoke to a local resident who helped erect the Village Sign but the resident did not have any involvement in making or procuring the sign.
  - Heathcott work had been inspected by Planning Enforcement and has been confirmed as permitted development – Clerk to enquire whether the flints which have been cut flush with the building also fall under permitted development.

### 2. To adjourn the meeting for Public Participation and to receive external reports

- a) Cllr Baker gave his report from NNDC. Cllr Baker welcomed the latest Police Report whereby the police stated they had fined several people for breaches of lockdown rules. Cllr Baker stated that the Budgens temporary store opens on Monday 23<sup>rd</sup> November at 10.30am. The planning application for the permanent Budgens store has already submitted. The proposed build is like for like to what was there previously apart from the roof. The Covid Grants available have mirrored the first lockdown. Some additional Government funding support has been given for the vulnerable and homeless.

*Public Participation*

Cllr Carter changed the order of the Agenda to incorporate comments from members of the public on planning issues.

### **3. Planning**

- **PF/20/1904 Land South of Brackenwood**

a) Members of the public present were invited to speak and stated that they were pleased that the proposal looked to demolish the outbuildings. The house they felt was too big is large and overlooks neighboring properties. The members of the public had concerns over the road safety implications. The driveway joins the busy A148 which has already been identified as a dangerous junction. A large house will generate increased traffic at the road junction.

b) Cllr Mangan agrees with the members of the public that the footprint although smaller than the previous application is still double the original of the certificate of lawful development. Cllrs discussed the size of the proposed dwelling and expressed concerns for congestion and the possibility of the building being used for future holiday lettings. Cllrs suggested asking for a planning condition to be placed on any permission given to remove permitted development rights and a condition to prevent the property being used for holiday lets. The materials for the roof were also discussed and some Cllrs felt these were not in keeping.

(Cllr Baker left the meeting at 19.32)

Cllr Johnson PROPOSED an Objection to the above planning application on grounds of overdevelopment, road safety and asked that if consent was granted that conditions are added to remove permitted development rights and prevent holiday lettings. This was SECONDED by Cllr Mangan and AGREED on a majority vote by 8 Cllrs.

- **PF/20/1893 Warren Farm Barns.**

b) A member of the public spoke giving their opinion on the above planning application. The access is used by walkers, cyclists and horse riders which was a concern for the resident as the additional dwellings proposed would significantly increase road traffic.

(Cllr Butikofer joined the meeting at 19.38 and Cllr Kemp joined at 19.40 )

- c) Cllr Carter summarized the history of the planning application. Cllr Mangan shared concern with regards the increase of the number of properties proposed. Cllr Kelly was concerned the footprint would extend into the AONB. Cllr Henderson PROPOSED support for the planning application citing that the improvements were better than the existing building, nobody seconded the proposal. A vote took place on whether Cllrs objected to the planning proposal, 7 Cllrs objected against the proposal, Cllr Henderson Supported the application and Cllr Johnson abstained.

Cllr Lane PROPOSED an **objection** on the grounds the number has increased from 6 to 8 and concerns relating to the issues relating to access and interaction with pedestrians and new development in the AONB, this was SECONDED Cllr Rutherford and AGREED by 8 Cllrs, Cllr Henderson Abstained.

- **PF/20/1937 Appin, Vale Road.**

- d) Cllr Johnson PROPOSED no objection this was SECONDED by Cllr Kemp and AGREED by all.
- e) No late applications.
- f) The application for Woodside has been withdrawn.
- g) The Blackwater House B&B have been advised by Planning Enforcement to that they need to stop taking any new bookings and should not be operating.
- h) Cllr Butiofer confirmed that the Archery Planning Application was being dealt with by the Planning Inspectorate by written representations.

#### **4. Reports Continued.**

- a) Cllr Sarah Butikofer gave her report from Norfolk County Council. There is a consultation for the Norwich circular bypass. Cllr Butikofer stated she has been looking at ways in which Holt Hall can be saved, a motion is being bought forward to be discussed by Cllrs at County Hall which will hopefully shed some light on why there is a proposal to sell Holt Hall.

#### **5. Items for decision/discussion by Parish Council**

- a) Refurbishment of the Village Sign. A quote for the refurbishment of the sign was circulated prior to the meeting. Cllr Rutherford PROPOSED to go with the quote as long as it is a fixed cost, this was SECONDED by Cllr Lane and

AGREED by all. It was AGREED to pay for the contractor to take down and erect the sign.

- b) Planting A148 – deferred to the next meeting.
- c) The Footway widening works along A148 have been completed and positive responses have been received from villagers. Leaves are already accumulating on the footway and could do with being cleared. Clerk to contact NNDC and ask for the footway to be given more attention especially due to its location. Accumulated debris could cause a trip or slip hazard. Clerk to contact Steve Hems at NNDC.
- d) Encroaching vegetation onto all footpaths. Many of the paths in the parish are suffering from overgrown vegetation. The Clerk to write a general letter to the occupier regarding overgrown vegetation. Cllrs to inform Clerk of which properties need targeting and Clerk to keep a list to ensure only those that require letters receive them.
- e) Covid 19 - discussed earlier
- f) Parish Chronicle update – A big thank you to Cllr Rutherford and Susan Ruru for getting the first draft together so quickly. The next communication meeting is 3<sup>rd</sup> December at 7pm. If Cllrs have any items which they would like to be included, please get them to Cllr Rutherford by 15<sup>th</sup> December. There is a new email address for the Chronicle, Clerk to email it around to everyone.
- g) Treehouse Café Food Bank. It was noted that the Parish Council made a £500 donation to the Treehouse Café in Holt who are helping to feed families during the ongoing pandemic. The Treehouse have stated how thrilled they were to receive the donation which will be used to provide free lunches for children in the community.

(3 Members of the public left the meeting at 20.35)

## **6. Transport and Reps on outside bodies**

- a) Cllr Mangan gave an update from the Village Hall Committee. A large tree fell on the Village Hall and damaged the roof and crushed part of the structure. The original roofing contractors have quoted for fixing the roof which will be claimed through the Village Hall Insurance. The work is due to start early December and should be completed before Christmas. The Parish Council expressed their thanks for their prompt action.

- b) Speedwatch – the team went out twice in October but didn't catch anyone and since lockdown they haven't been out.
- c) SNAP – No meeting.
- d) Holt Area Participation Group – Cllr Rutherford to make contact with the Chair of the group.

## **7. Finance**

- a) The bank reconciliation was circulated prior to the meeting and can be seen at Appendix A. This was PROPOSED by Cllr Johnson and SECONDED by Cllr Prescott and AGREED BY ALL.

## **8. Correspondence**

- a) Already discussed earlier in the meeting under planning.

## **9. Exclude members of the public under the Public Bodies (and admission to meetings) Act 2011.**

- a) A planning pre-application was discussed and was supported by all Cllrs.
- b) Parish Clerk formally gave her notice due to work commitments elsewhere. The clerk AGREED to work with the Parish Council to find a replacement and is due to leave in March 2021. Clerk to draft job description and job advert and circulate for comment.

The Meeting ended at 20.59

## Appendix A – Bank Reconciliation

### High Kelling Parish Council

16 November 2020 (2020-2021)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

<b>Bank Reconciliation at 30/10/2020</b>		
Cash in Hand 01/04/2020		
<b>ADD</b>		
Receipts 01/04/2020 - 30/10/2020	10,840.49	<b>A</b>
<b>SUBTRACT</b>	7,070.98	
Payments 01/04/2020 - 30/10/2020		
<b>Cash in Hand 30/10/2020</b>		
(per Cash Book)		
17,911.47		
2,851.06		
<b>15,060.41</b>		
Cash in hand per Bank Statements		
Cash 30/10/2020		
Co-operative No 2 Account 30/10/2020	0.00	<b>B</b>
Less unrepresented payments	15,060.41	
Plus unrepresented receipts		
<b>Adjusted Bank Balance</b>		
<b>15,060.41</b>		
0.00		
<b>15,060.41</b>		
0.00		
15,060.41		
<b>A = B Checks out OK</b>		