

# FRAMINGHAM EARL PARISH COUNCIL MEETING



Minutes of the Parish Council meeting held on  
Tuesday 29<sup>th</sup> November 2022 at 7.30pm at  
Framingham Earl Sports Centre

## **Present:**

Cllr Dave Todd – presiding (DT), Cllr Rodney Aldis (RA), Cllr Louise Bishop (LB), Cllr Libby Cook (LC), Cllr Mark Johnson (MJ), Cllr Steven Peet (SP), County Cllr Vic Thomson (VT) and Yvonne Wonnacott – Parish Clerk (YW).

## **Apologies:**

Cllr Jane Walker (JW), Sandra Cornell – Tree Warden (SC), Lynn Thomas – Tree Warden (LT), District Cllr Overton (JO) and District Cllr Trevor Spruce (TS).

## **Members of the Public:**

None.

### **2022/059 Chair's welcome (to include any apologies for absence for approval)**

Chair welcomed all attendees to meeting and introduced Cllr Johnson to his first meeting. Apologies received and approved from Cllr Walker, District Cllr Overton, District Cllr Spruce, Sandra Cornell and Lynn Thomas – Tree Wardens.

### **2022/060 To receive declarations of interest**

None.

### **2022/061 To approve a time limit for the meeting**

All agreed to aim for meeting to finish by 9.00pm.

### **2022/062 To agree minutes of the Parish Council meeting held 4<sup>th</sup> October 2022**

Cllr Cook proposed the minutes of the Parish Council (PC) meeting held 4<sup>th</sup> October 2022 to be agreed as correct, seconded by Cllr Bishop, unanimously agreed. Minutes signed by Chair.

### **2022/063 Matters arising from the minutes of the Parish Council meeting held 4<sup>th</sup> October 2022**

#### LED lighting

Chair advised believed LED lighting now in place on main road, no further action required.

#### District Councils inspection policy re recreational areas (Summer Close)

Chair referred to email as previously circulated. District Council advised that inspections of play areas are carried out under a routine inspection on a monthly basis and once a year a full annual inspection is carried out by RoSPA, these are all recorded on a web based recording system. Parish Clerk advised of new play equipment installed at Summer Close.

#### Potential new cycle link from Poringland/Framingham Earl to Norwich

Chair advised had written to Crown Point Estate advising of PC's support of this proposed scheme.

### **2022/064 Adjournment for public participation**

None

## **2022/065 County/District Councillors report(s)**

Chair thanked County Cllr Thomson for reports as previously circulated via email, County Cllr Thomson provided brief summary with key points summarised below;

- South Norfolk District Council now have their own app for bin collection days and recycling information
- Funds are available for people who need assistance
- Norfolk Libraries Service will be making all 47 of its libraries available as part of the Warm Welcome campaign.
- People can have their say on the county council's Council Tax and spending proposals, until December 16<sup>th</sup>, [www.norfolk.gov.uk/budget](http://www.norfolk.gov.uk/budget)
- A new website, [BeNorfolk.co.uk](http://BeNorfolk.co.uk), has been launched to inspire visitors and locals to try out more than 300 activities and experiences showcasing the best of Norfolk's nature and culture
- NHS- Choose the right care for your needs
- Help Hub is available as a referral point for public needing advice and or support

County Cllr Thomson left meeting @ 7.50pm.

## **2022/066 Finance matters**

### Finance and admin report

Finance and admin report with financial summaries unanimously approved.

### Expenditure for approval/to be noted, as per Finance and admin report

Following items of expenditure were formally noted and/or approved;

- Parish Clerk expenses October @ £26.87 + £2.01 VAT
- ICO registration @ £35
- Parish Clerk gross pay November, December, January & February @ £338.87 per month
- Parish clerk expenses, November @ £40.78 + £1.55 VAT
- Norfolk Pension Fund, Parish Clerk, November, December, January & February @ £99.97 per month
- Norwich City Council @ £550 + VAT, work carried out by the Fringe Project, as previously agreed

### Charitable giving

The following donations for financial year 2023/24 were unanimously agreed in-line with the Charitable grant and awarding policy;

- Poringland and Framingham Churches Together Youth Project @ £100
- East Anglian Children's Hospice @ £100
- Poringland Playing Field @ £100
- High Ash Farm – to maintain permissive paths @ £100
- St Andrew's Parochial Church Council – for church maintenance @ £100
- Poringland and District Men's Shed @ £100
- British Legion – for Remembrance Day wreath @ £50

Chair proposed that for Remembrance Day 2023, PC to work with local organisations to produce some artificial poppies to be displayed on the roundabout, all agreed. Chair to liaise with Poringland Parish Council re proposal – **DT**.

### Donations, current financial year, 2022/23

The following donations for the current financial year were unanimously agreed;

- Poringland & Framingham Earl Churches Together @ £400
- EACH @ £100
- Poringland Playing Field @ £100
- High Ash Farm (permissive paths) @ £100
- Church maintenance @ £100

Parish Clerk to arrange payments – YW.

#### Proposed additional dog bin, Gull lane

All unanimously agreed to the purchase of an additional dog bin to be located on Gull Lane near the two footpaths, subject to District Council's approval in next financial year.

#### Budget/precept 2023/24

Chair referred to draft budget as previously circulated. Chair proposed draft budget and precept of £11,930.34 be approved a 9.76% increase on 2022/23 precept, which is below current inflation level, unanimously agreed. Difference between draft budgeted verge cutting contract amount and actual quoted amount to be re-allocated to other/contingency.

#### Award of verge/grass cutting contract (2023 season)

Chair advised that only one response received, tender was advertised and issued to a number of subcontractors. PC agreed to 12 cuts per year as recommended by The Garden Guardian.

Parish Clerk to notify The Garden Guardian of their successful award of the contract – YW.

### **2022/067 Planning**

#### Applications received to date

2022/1739, 16 Oaklands. Proposal: Single storey front extension. PC responded "no objections".

2022/1980, 34 Long Road. Proposal: Single storey rear extension. New pitched roof. Front porch and bay window. Erection of double garage. PC responded no objections to house changes, however objected to wall and fence at front, would prefer not to see the natural border removed.

2022/2191 - 26 Fitzgerald Road. Works to TPO trees. Proposal: T1 - Alder, reduce height from 14m to 10m and width from 6m to 4m. Circulated to Tree Wardens for their reference.

2022/2141 - 21 Fitzgerald Road. Proposal: (T1) Oak, thin crown by 20% to give more light, remove epicormic growth from stem. Tree Wardens advised could foresee no problems.

2022/2159 - 50 Long Rd. Proposal: T1-T4 (Leylandii): Reduce height from 16m to 8m, T5 (Alder): Reduce height by 5m from 16m to 11m, T6 (Alder): Reduce height by 5m from 16m to 11m and reduce width by 2m from 10m to 8m, T7 (Beech): Reduce height by 4m from 18m to 14m and reduce width by 3m from 15m to 11m. Tree Wardens advised could foresee no problems.

2022/2148, Land North of Caistor Lane. Chair advised application had now been received, PC not formally consulted as application outside our Parish. As discussed previously, PC agreed to object based on Highways/safety concerns with regards to the volume of traffic that would be generated and direct impact on junction of Caistor Lane and B1332. Chair raised concerns with regards to the set of data in traffic report not correctly representing the present situation when compared to data extracted from the SAM2 situated outside the Octagon Barn. Parish Clerk/Chair to submit a response – YW/DT. Chair advised Caistor St Edmund & Bixley Parish Council would be holding a public meeting on 14<sup>th</sup> December at which this application would be discussed.

#### Decision notices

2022/1739, 16 Oaklands. Proposal: Single storey front extension. Approval with Conditions (Delegated).

2022/1959 - Works to TPO trees. 17A The Street. T1 - Scots Pine - Canopy reduction work to remove the lowest branch, next lowest branch reduce back to approx. 1.5m and third

branch from lowest reduce back by 1.5m to balance up appearance of the tree. Approval with Conditions

## **2022/068      Administrative updates**

### Proposed meeting dates 2023/24

All agreed the following meeting dates;

- 9<sup>th</sup> May 2023 – Annual Parish & Annual Parish Council meetings
- 4<sup>th</sup> July 2023
- 3<sup>rd</sup> October 2023
- 28<sup>th</sup> November 2023
- 5<sup>th</sup> March 2024

Parish Clerk to book Framingham Earl Sports Centre – YW. Chair proposed that for 2024/25 and subsequent years PC looks at moving November meeting date to December.

### Civility and Respect Pledge and Dignity at work policy

Chair referred to emails as previously circulated. Unanimously agreed to adopt both the Civility and Respect Pledge and the Dignity at work policy with immediate effect – YW.

### Remembrance Day

Chair referred to earlier discussions, minute ref: 2022/066.

### Poringland fireworks display

Chair thanked all volunteers for their help and advised that Poringland Parish Council had been appreciative of the assistance provided by the PC. A successful and well attended event.

## **2022/069      Environmental matters**

### Tree Warden Report

Chair referred to report as previously circulated. The tree that was reported to the Earlsmead subcontractor needing attention, has now been dealt with. A Ginko Biloba was sourced and was to be planted on 29<sup>th</sup> November at The Nook as a personal gift from the Tree Wardens. Chair advised need to consider tree planting next year to mark the Coronation of King Charles III.

### Footpath Warden

Chair referred to report as circulated. Chair to check information re-routing of footpath as previously proposed under planning application 2021/0266 and pass information to the Footpath Warden – DT/RA.

### The Dell

Chair thanked those that attended the working party alongside The Fringe Project in October. Chair proposed a second working party with The Fringe Project to continue with the work, to be undertaken prior to March and the nesting season, unanimously agreed. Parish Clerk to contact The Fringe Project to check availability and book a date – YW. Chair advised that County Cllr Thomson had kindly funded the Fringe Projects October work through a grant. Chair to arrange a meeting with District Councils, Green Infrastructure Officer to discuss The Dell and possibility of grant support for further improvements – DT.

## **2022/070      Correspondence and consultations**

### Parishioner request, additional signage junction at Oakcroft Drive

Chair advised parishioner had requested for existing signage to be moved. Chair to take photos of existing signage and forward parishioner request onto Norfolk County Council Highways for their response – DT/YW.

### Rural Mobility survey

Parish Clerk to complete survey on PC's behalf – YW.

**2022/071      Date of next meeting (7<sup>th</sup> March 2023) and items to be considered for agenda**

Date of next meeting 7<sup>th</sup> March 2023. Councillors to notify Parish Clerk of any items for agenda – ALL.

**2022/072      Chairman's urgent business**

Earlsmead estate

Cllr Johnson provided brief update to meeting. Leaflet dropped all houses on estate introducing himself as contact point, emailed parishioners who had previously raised concerns, introducing himself and asking for any updates. Emailed RMG Management Company, no response received to date. Been in touch with the foreman of Envirocare, subsequently trees have been trimmed and fencing fixed. Chair thanked Cllr Johnson for his efforts.

Litter picking

Chair thanked Cllr Cook and the Methodist Church volunteers for their litter picking activities that are carried out on a monthly basis. Chair proposed the purchase of additional litter picking equipment for the Methodist Church team, unanimously agreed.

Nominated person(s) as point of contact for local entities

Chair proposed going forward a nominated person(s) as point of contact for local entities, such as charities, businesses, groups etc., to enable the PC to work more closely and build on relationships, all agreed. Chair to produce list for consideration – DT.

Grass area, village green

Cllr Bishop proposed work to grass area near Post Office, where flowers beds are currently situated. Could this area be converted like the area situated outside Budgens, b-line. All agreed proposal worth consideration and further investigation – RA.

Meeting closed 8.50pm.

Minutes prepared by Yvonne Wonnacott, Parish Clerk, 30/11/22

Approved:

Date: