

# KETTLESTONE PARISH COUNCIL

Clerk: Mrs Joanna Otte,  
Little Manor, Thursford Road, Little Snoring, Fakenham, NR21 0JN  
Tel. 01328 822366 email: [Kettlestonepc@googlemail.com](mailto:Kettlestonepc@googlemail.com)  
Website: <http://kettlestoneparishcouncil.norfolkparishes.gov.uk/>

Present: G Ashby, D Burgis (~~Vice-Chairman~~), S Hipkin, M Hoad, R Kilbourn, P Whitehead  
and: A Green (District Councillor), S Aquarone (County Councillor), and five members of the public  
Meeting of the Parish Council on  
**Monday 17 July 2017 at 7.30 pm** in the Village Hall

## MINUTES

Welcome

- 1) The Vice-Chairman asked for nominations for the **Election of Chairman**.  
Gill Ashby was elected as Chairman

Proposed	PW	Seconded	SH	vote	all
----------	----	----------	----	------	-----

a) The new Chairman completed a declaration of office form.

- 2) The Chairman asked for nominations for the **Election of Vice-Chairman**.  
Pam Whitehead was elected as Vice-Chairman

Proposed	GA	Seconded	MH	vote	all
----------	----	----------	----	------	-----

- 3) **Apologies** from T Rivett and PC R Dawson (SNT Fakenham).
- 4) **Declarations of pecuniary interest** by the Councillors in any of the agenda items listed below.
- 5) **Minutes of the previous Meeting** (15 May) to be approved and signed as a true record.
- 6) **Matters arising:** Progress on items from previous meetings for information or reminders only.  
Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
- a) It was noted that the fallen tree on the footpath was dealt with quickly.
- 7) **The meeting was temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors and PCSO to report.**
- Members of the public reported a number of highways issues
    - footpath (beyond the corner, before the wet bit) was overgrown with brambles and nettles.
    - potholes and overgrown hedge on The Street (near the 'egg' layby).
  - A member of the public raised concern about the planning application at Jenever. A particular concern was that the annexe would be on the edge of the former pond which is now an important soak-away – important part of the drainage in the village.
  - **NCCllr Steff Aquarone:** thanked all those for returning him to Norfolk County Council. He explained that he was in the process of learning what the County Council does and plans to disseminate the information to the people he represents. He is the deputy group leader of the Lib. Dems. He sits on the Audit Committee and the Business and Property Committee. He is here to help with any issues / problems. He intended to make the county council relevant to people and to be the representative for his electorate to the County Council.
  - **NNDClr Ann Green:** welcome to Steff. The District Council has the same leader. The biggest planning issue at present was for a large development at Sculthorpe. It has just been announced that the District Council's decision not to approve the proposal had been upheld. There are plans for expansion at Great Ryburgh at the malting.

The Chairman re-opened the meeting.

Signed   
Chairman

242

Date.....2.10.17

## KETTLESTONE PARISH COUNCIL

### 8) Planning

#### a) Planning applications received since the previous meeting.

- i) Erection of single storey rear extension & removal of flat roof with replacement pitched roof at **Dane House**, The Street ref: PF/17/0865. Link circulated. No objection submitted 8 June 2017.
- ii) Erection of 1No. Additional Duck Rearing Unit and 1No. New Straw Barn as an Extension to the Existing Facility at **Clipstone Farm House** ref PF/17/0862. Link circulated to Parish Councils. Parishioners informed and views sought via the email list and the Village Hall. Response submitted on 10 July:  
Kettlestone Parish Council has no objection in principle to the application for an additional duck rearing unit and new straw barn at Clipstone Farm House ref PF/17/0862. However it has concerns about traffic management and environmental offset:  
Traffic Management:
  - (1) Request a condition that Holbrigg Lane is not used by any vehicular traffic (not just HGVs as suggested in the design and access statement). This should include all construction traffic.
  - (2) Request a condition that vehicle passing places are constructed on Fulmodeston/Little Snoring Road, to prevent further erosion of the verges. The Parish Council wishes to highlight that it is misleading to quote average vehicle movements in connection with this type of business, when the reality is that there are times of peak activity which can cause extensive disruption on the small rural roads.Environmental Offset:
  - (3) Requests further environmental offset e.g. planting of native trees/ shrubs/ flowers and the creation of wildlife habitats. Kettlestone Parish Council also wishes to see that the environmental offset relating to the previous application is completed.
  - (4) Requests public access to be secured to the new wildflower meadow.
  - (5) Requests a large wildlife pond and woodland as extra environmental benefits with public access.
  - (6) Requests a footpath for the community to enjoy the benefits of the open countryside.
- iii) Erection of single storey extension to existing detached garage and conversion to residential annexe at **Jenever 100 The Street** ref PF/17/0901. Link circulated. Response submitted on 10 July: Kettlestone Parish Council has no objection to this application, provided that there is a condition that the annexe remains ancillary to the house and not used, sold or let as a separate property (which the NNDC officer suggested would be the case). It was agreed to send a second response highlighting the concerns about drainage as raised by a member of the public.
- iv) Erection of two storey side extension and single storey side /rear extension with external staircase at **Bedfords, The Street** ref: PF/17/0925. Link circulated. No objection (submitted 10 July 2017).
- v) Variation of condition 2 of planning permission ref PF/12/0566 to permit to operate Monday to Saturday from 08:00 to 19:00 hours and Sundays and Bank Holidays 08.00 to 18.00 hours at **Langor Hand Car Wash**, Norwich Road ref PF/17/1031. Link circulated. No objection.
- vi) Demolition and replacement of single storey rear extension at **Spring Cottage, 118 The Street** ref PF/17/1020. Link circulated. No objection.

# KETTLESTONE PARISH COUNCIL

- b) **Decisions taken by the District Council** since the previous meeting. None
- c) **Other planning matters**
- i) **Local Green Space Designations.** As part of the District Council's preparation of a new Local Plan they are inviting Parish Councils to identify areas within the community to be considered for designation as a Local Green Space (LGS). It was agreed to nominate the field with the old pub at the junction of Holbrigg Lane and The Street and also a piece of land between the churchyard and the barns.
- 9) **Highways and footpaths**
- a) **Update on outstanding issues.** Nothing to report
- i) Thanks to D Burgis for strimming the crossroads again.
- b) **Items to report**
- i) Footpath overgrown with brambles and nettles
- ii) Potholes on the The Street (near the eggs) and round the corner going out of the village to the west.
- c) A member of the public had drawn attention to a petition to the government requesting that roads are properly resurfaced rather than surface-dressed (which is dangerous particularly for cyclists). It was noted that following the recent surface dressing there was still a lot of excess gravel particularly on Fulmodeston Road which was hazardous for cyclists.

## 10) Dog waste collection

- a) It was noted that the previous arrangement with Scooper Dooper was cancelled in May because of issues with reliability and concern that the waste carrier's licence had not been renewed. A new contract was set up with the District Council (£3.20 per collection / per bin, minimum collection rate every two weeks).

## 11) Insurance

- a) Ecclesiastical: £320.75 (or £304.71 for 3year long term agreement)
- b) Hiscox: £343.53
- c) Inspire: £282.80 (or £280 for 3 year LTA).

It was agreed to take up insurance with Inspire for a 3 year Long Term Agreement

## 12) Financial business to consider payment of invoices and other financial business.

- a) It was noted that the scanner / printer had broken outside warranty and could not be repaired. It was agreed to apply to the Transparency Code Fund to purchase a replacement.
- b) **Receipts** since previous statement: none
- c) **The balances on bank statements** were confirmed as at 29 June 2017: Current Account £2878.76; Savings Account £3,272.90.
- d) The following **payments were approved:**

to whom	cheque no	amount
J Otte (expenses, including extra salary for work on website)	100371	222.97
Norfolk Pension Fund (extra pension conts for work on website)	100372	56.68
North Norfolk District Council (dog waste collection)	100373	161.28
G Ashby (photocopying newsletter)	100734	20.00
Cheques made between meetings		
Came & Co Ltd (insurance premium)		280.00

## 13) Maintenance

- a) Village Sign (quotes and advice for repairs / replacement).

Signed   
Chairman

Date 2.10.17

## KETTLESTONE PARISH COUNCIL

i) Fiona Davies: restoration £825 (or including dismantling and reassembly £1,025)

ii) Signs of the Times: polyurethane copy £970 (plus carriage)

It was agreed that these were useful quotes but the sign did not need restoring / replacing at present. However it would be cleaned in the Autumn and Spring and the rust would continue to be monitored.

14) **Parish Plan Actions:** none.

15) **Reports from Parish Councillors**

a) Risk Assessment checks submitted by M Hoad.

16) **Mail** circulated and usual

17) Other business for placing on the **agenda for the next Meeting**

18) The next meeting of the Parish Council will be on **Monday 25 Sept or Monday 2 October 2017** at 7.30 pm in the Village Hall

Meeting closed at 8.40 pm

Signed \_\_\_\_\_  
Chairman

245

Date... 2.10.17