

# 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 (Chairman), D Burgis, S Hipkin, M Hoad, P Whitehead (Vice-Chairman),  
and one member of the public

Kettlestone Parish Council on  
**Monday 16 July 2018 at 7.30 pm** in the Village Hall

## MINUTES

Welcome

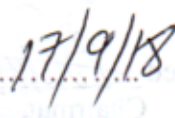
- 1) **Apologies** from R Kilbourn, T Rivett were accepted.
- 2) **Declarations of pecuniary interest** by the Councillors in any of the agenda items listed below. None.
- 3) **Minutes of the previous Meetings** (21 May) were approved and signed as a true record.
- 4) **Matters arising:** Progress on 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. None
- 5) **The meeting was temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors and police to report.** No comments.  
The Chairman re-opened the meeting.
- 6) **Highways and footpaths**
  - a) **Items to report**
    - i) Sunken road at bottom of Orchard Grove. It had been reported to Anglian Water in May. AW attended and fixed a leak but has not done anything to address the problem of the sunken road.
  - b) **Other items**
    - i) It was noted that information had been received from **Pensthorpe** reporting that their Natural England Advisor has managed to secure funding to carry out some survey work and vegetation clearance on the Commons at Kettlestone and Ryburgh. Initial surveys last year indicated on the Kettlestone side, some very rare habitat which Natural England now want to improve and preserve. Pensthorpe are also working with the Internal Drainage Board and Natural England on bigger bid to carry out work on the brook running through the Commons to continue to improve the area. If they are successful with this second phase, work wouldn't be started until 2019. They have also re-fenced a grazing area and this has been grazed for the first time in two years.
    - ii) It was noted that a deposit has been entered into the **Register of Deposits and Declarations** under Section 31 (6) Highways Act 1980, the deposit within the parishes of Kettlestone, Fakenham and Ryburgh has been given the reference number D18 42 with the deposit date 8 June 2018 [land owned by Mr and Mrs Jordan at Pensthorpe]. Deposits made under Section 31 (6) of the Highways Act 1980 relate to the establishment of public rights of way. A deposit relating to public rights of way does not affect any existing public rights of way that are recorded on the definitive map and statement; the public can continue to use existing public rights of way as normal. The deposit is a statement from the landowner that they do not intend to dedicate any *additional* public rights of way over their land. An admission by the landowner of existing rights of way usually forms part of the deposit. Further information and copies of deposits can be found on our website at the following link: <https://www.norfolk.gov.uk/out-and-about-in-norfolk/public-rights-of-way/register-of-declarations-and-deposits/about-register-of-declarations-and-deposits>.

Signed

  
Chairman

- 257 -

Date

  
17/9/18

# KETTLESTONE PARISH COUNCIL

## 7) Planning

- a) **Planning applications received** since the previous meeting. None.
- b) **Decisions taken by the District Council** since the previous meeting. None.
- c) **Enforcement**

- i) It was noted that the access to and use of the **land and shed at 9 The Street** had been investigated. The enforcement officer made the following comments and stated that the case was now closed: 'The erection of a gate – I have received a further picture of the gate in 2011 which is nearly the same as 2012, and this shows that it is the same gate that is there currently. It appears over a few years ivy has grown up and covered up the gate. Due to the gate and access being there for more than 4 years it has become lawful and I am unable to take any further action. I have spoken to the owner and I have made it clear that we would only expect pedestrian access to the site. If the Council had been notified in 2011 when the gate was erected then we possibly could have taken action at that point. The removal of the ivy and a small part of the hedge was done so to re-instate the gate. This part of the hedge was dying because of the amount of ivy growing around it, and it had become unstable and a danger to the highway. In this instance although technically there is a breach, but as it is preventing danger to the public it would not be expedient to take further action. The post box is not operational development and is not a planning consideration.'
- ii) No further update on appeal to decision at **land adjacent to 7 The Street**.

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

- a) **Receipts** since previous statement:  
NNDC precept £1800 & LCTG £51; HMRC VAT refund £79.76
- b) **Regular payments** since previous statement: salary and on-costs.
- c) **Balances on statements** at 29 May: Current Ac £3,878.72; Savings Acc £3,275.10.
- d) The following **payment was approved:**

to whom	cheque no	amount
J Otte (expenses) carry forward		
Gill Ashby (photocopying newsletter)	100381	£20.00

## 9) Maintenance

- a) **Village Sign** (£1,600 reserved in budget) quotes from 2017:
  - i) Fiona Davies: restoration £825 (or including dismantling and reassembly £1,025)
  - ii) Signs of the Times: polyurethane copy £970 (plus carriage).

Trevor Hoad was thanked for all that he had done on the sign. He advised that despite cleaning off the rust, it would continue to return because of the construction. He also pointed out that there was a problem with the letters which were beginning to come loose and could fall off.

It was agreed to have a copy made.

The Clerk was asked to get at least one other quote if possible and also to confirm the cost of carriage.

## 10) Parish Plan Actions

- a) It was noted that the Local Information leaflet had been delivered to households in the village.

## 11) Reports from Parish Councillors

- a) M Hoad presented the regular check of structures. She and Trevor were thanked for cleaning the Village Sign and sweeping out the bus shelter and cutting the grass.

## 12) Mail circulated as usual

- a) It was noted that in the next District Council elections (May 2019); Kettlestone would be part of Stibbard Ward (changes to District Council ward boundaries).

## 13) Other business for placing on the agenda for the next Meeting

- 14) Next **Meeting of the Parish Council on Monday 17 Sept 2018** at 7.30pm in the Village Hall  
Meeting closed at 7.55pm

Signed

  
Chairman

Date... 17/9/18