

# KETTLESTONE PARISH COUNCIL

Clerk: Mrs Joanna Otte,  
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Present: G Ashby (Chair), D Burgis, T Hoad, R Kilbourn (Vice-Chair)  
and six members of the public

Meeting of the Parish Council on  
Monday 16 March 2020 at 7.30 pm in the Village Hall

## MINUTES

Welcome

- 1) **Apologies** from L Cotton, C Hipkin, M Hoad, J Otte (clerk), V FitzPatrick (District Councillor), and S Aquarone (County Councillor) 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** (20 January) 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.
- 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.**  
Written reports from the District and County Councillors had been circulated via email. A member of the public raised concern about the effects of lead on wildlife and young children – lead should not be used but there are no checks. Could Norfolk persuade all shoots not to use lead? Mandatory in 2025. It is already mandatory for wildfowl. However there is nothing as efficient as lead. It was suggested that this could be taken up by the CPRE. The owner of no 43 would be willing to help.

The Chair re-opened the meeting.

- 6) **Highways and footpaths:**
  - a) Update:
    - i) Request to NCC Highways (via the County Councillor) for an extension of the 30mph speed limit along Little Snoring Road / Fulmodeston Road.
    - ii) To note that extensive work had been carried out at the crossroads to alleviate the flooding.
  - b) Items to report: none
- 7) **Planning**
  - a) **Planning applications received** since the previous meeting.
    - i) PF/19/1966: Demolition of Light Industrial buildings (B1) and erection of 8no. dwellings and associated works (C3) at **Church Farm Barn and East Barn** AMENDED. Link circulated parish councillors and to those on the parish council email list. Duncan Ross gave details of the new modified plans which had been submitted.

Response:

Kettlestone Parish council has no objection to residential development on this site, nor to the wider use of the site outside the footprint of the existing barns. The amended plans have clearly been based on comments made by parishioners/neighbours and the Parish Council, and are more acceptable. It

Signed

Chair



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has been a refreshing change to work with an applicant who has actively listened to and responded to feedback, and we would like to thank him for the opportunity.

Our remaining comments are as follows:

1. The layout has been amended, and although the largest properties could have been located elsewhere in the development, the changes made have gone some way to addressing the concerns of neighbours.
2. We still have concerns about the isolation of the site and the lack of pedestrian access into the village, but as the site already has residential planning approval presumably this is not now material.
3. We still strongly urge a reduction in the speed limit to 30 mph along Little Snoring and Fulmodeston Road to make the road safer for pedestrians and all road users.
4. Request for adequate provision of mobile phone reception and fast internet connection.
5. Kettlestone has a Dark Skies policy and requests that all exterior lighting at the development should use movement-activated down lighting units. Although the number of exterior lights has been reduced in the amended plans the remaining number is still a cause for concern.
6. More needs to be done to compensate for the loss of habitat to the development. Request that more of the site is managed properly to provide valuable habitat to support trees, plants, insects, reptiles, birds and mammals.
7. Request for bird boxes for all species of conservation concern (including swifts, house martins, starlings and sparrows) incorporated into the development, more than are currently proposed. Local observations reflect national trends of falling numbers of these species, and we should be doing everything that we can to reverse this trend.
8. To note that Roman (and other) artefacts have been found in close proximity to the site. Residents would like to be kept informed of (and perhaps involved in) archaeological surveys, digs and finds.
9. We welcome the use of air source heat pumps, but note with concern the provision for wood burners in these properties. The burning of solid fuels (such as house coal and wood) in our homes is the largest contributor of harmful particulate-matter emissions in the UK. Given the current environmental emergency and the government drive to reduce such emissions we believe the installation of wood burners is not appropriate.

We hope these matters of concern are addressed when the planning applications are considered.

b) **Decisions taken by the District Council** since the previous meeting. None.

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

- a) **Receipts** since previous statement: 0
- b) **Regular payments** since previous statement: ICO annual fee £35; salary and on-costs.
- c) **Balances on statements** at 28 February: Current Ac £2,556.13, Savings Acc £3,286.55.
- d) The following **payment was approved:**

to whom	cheque no	amount
J Otte (expenses including newsletter for Feb and Mar)	100409	30.69

9) **Environment**

- a) Climate Emergency Group
- b) Book swap – table and chair required in the bus shelter

10) **Maintenance**

- a) Village sign:
  - i) Clean up, re-point where necessary and seal against water penetration £75 (K Hall). Yes please
  - ii) Re-Painting (volunteer): work progressing
  - iii) Bench on schedule for warmer weather
- b) A member of the public had emailed enquiry about a maintenance schedule.

11) **Correspondence** (circulated via email)

Signed

Chair

Date... 22.5.20

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- a) **CPR & Defibrillator** training provided by Air Ambulance (minimum attendance 10, max 20) for a donation. Date set for Friday 15 May at 5.30 pm in the Village Hall.
  - b) **No cold calling stickers** available from the Chair.
- 12) **Reports from parish councillors** and items for placing on the **agenda for the next Meeting**
- a) Attended forum at Cromer.
- 13) **Coronavirus – Community Action Response – ideas:**
- a) Support
  - b) Buddy system
  - c) Community walks
  - d) Facebook page
  - e) List of contacts for help
  - f) Encourage people to sign up to Village Hall email distribution list
- 14) **Annual Parish Meeting and Annual Meeting of the Parish Council on Monday 18 May 2020** at 7.30pm in the Village Hall
- 15) **Evaluation of the role of Clerk and setting the appropriate SCP on the national pay scale**  
Members of the public were asked to leave because of the confidential nature of the business concerning the employment. The resolution to exclude the public is in accordance with the Public Bodies (Admission to Meetings) Act 1960.
- a) It was noted that the Annual Appraisal had been carried out by G Ashby and M Hoad.
  - b) The new SCP for the Clerk was approved to take effect from 1 April 2020.
  - c) It was suggested that a bonus could be paid to the Clerk in recognition that the SCP had been incorrect for some years.
  - d) It was agreed to sign **changes to standing order instructions** in respect of increase in pension contributions and any changes to salary.

Signed   
Chair

Date...22.5.20