

KETTLESTONE PARISH COUNCIL

Clerk: Mrs Joanna Otte,

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Present: G Ashby (Chair), C Hipkin, T Hoad, R Kilbourn, (Vice-Chair), B Wyvill

Meeting of Kettlestone Parish Council on Monday 25 July 2022 at 7:00 pm in the Village Hall

MINUTES

Welcome

- 1) **Apologies** from M Hoad were accepted,
- 2) **Declarations of pecuniary interest** by the Councillors in any of the agenda items listed below. None
- 3) **Minutes of the previous Meeting** (16 May) were approved and signed.
- 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.
 - a) It was noted that the recycling information had been passed to the Village Hall Committee which had decided not to pursue due to the difficulty of siting the containers.
- 5) **Co-option** of one person to fill the vacancy on the Parish Council. As no-one had come forward it was agreed to postpone the co-option for the time-being. It was noted that parish councillors were up for election next year. It was suggested that it might be useful to hold a publicity / information event early next year for interested people to find out more about the role and responsibilities of being a member of the parish council.
- 6) The meeting will be temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors and police to report. Not necessary as no others present.
- 7) **Planning**
 - a) Planning **applications** received since the previous meeting.
 - i) PF/22/1602: Single storey rear extension to dwelling and porch to front at **11 Little Snoring Road** Kettlestone. Link circulated 24 July. No objection.
 - ii) PF/22/1680: Erection of agricultural storage building at Merryweather House Holbrigg Lane. Link circulated 24 July. Concern was raised about the over-development of the site and the subsequent increase in traffic using Holbrigg Lane which is narrow and has no footway for pedestrians. In addition to the new concrete and steel building, there would be concrete plinth and access for doorways / roller doors, the new driveway and access to the existing roadway. These would all have a significant impact on what is a green field site. It is requested that a proper assessment on the local environment is carried out before a final decision is taken. It was queried why an agricultural storage facility was required when the existing one had only recently been regarded as redundant and converted to residential use.
 - b) **Decisions** made by the District Council since the previous meeting.
 - i) PF/21/3219: Side and rear extensions to dwelling, extension to outbuilding; swimming pool at **Kettlestone House Holt Road**. APPROVED.
 - c) **Other planning matters**
 - i) AP/21/0021: Appeal against decision at **Land South East Of Kettlestone House Holt Road** Kettlestone. DISMISSED.

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8) Highways and footpaths

<https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>

- a) Update on the request for signage for Holbrigg Lane and Green Lane:
 - i) 'Not Suitable for HGVs' signs to be erected on the entrances to Green Lane.
 - ii) It was noted that 'not suitable for diverted traffic' signage can be erected at Green Lane when there is a planned work on the A148 which might help to alleviate the 'cut through' traffic. The Parish Council should make the request as soon as it is aware of any planned works.
 - iii) New 30mph repeater sign to be put in at near the cottages at the bottom of The Street.
 - iv) It was agreed that the Parish Council would trial signage for Holbrigg Lane to encourage drivers to slow down and to make them aware that pedestrians use frequently use the road. Ask for 'decorative' contributions to frame the words 'Slow You Down'.
- b) Items to report: nothing to report
- c) It was noted that the wooden bollards at the bottom of Green Lane had been replaced.

9) Parish Partnership Scheme

- a) Progress report on bus shelter/s for the road at Pensthorpe:
 - i) Bus shelter has been ordered from Littlethorpe; expected delivery will be in October.
 - ii) Robert Kilbourn has been in discussion with Pensthorpe to identify the site which would not obstruct sight-lines for exiting the Nature Park. He and another resident and employee of Pensthorpe will make the site ready for the bus shelter and install it.
- b) Apply for street furniture licence from Highways.

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

- a) It was noted that the Pension Regulator had written reminding the Parish Council of its legal duties as an employer to carry out re-enrolment and re-declaration: deadline February 2023.
- b) **Balances** as at 29 June: Current account £1803.40; Savings account £5,090.16
- c) **Receipts** since 1 April; precept £1,950; interest 38p
- d) **Regular payments** since 1 April: salary and on-costs.
- e) The following **Payments** were approved:

to whom	cheque no	Amount
Community Heartbeat (defib pads)	100460	£51.60
Joanna Otte (expenses including newsletter for June, July and payment for grant made in cash)	100461	£238.79
North Norfolk District Council (emptying dog bins)	100462	£230.88

11) Covid-19 and economic crisis support: hardship Grants

- a) One application received. A panel of councillors (G Ashby, C Hipkin and T Hoad) considered the application in confidence and made a grant of £200.

12) Environment

- a) Climate Emergency Group: one meeting in June where it was decided to address the problems of carbon footprint and also energy bills. The article for the next newsletter would be about how to be do more energy-efficient laundry. The present display in the book exchange on plastics has had positive feedback. The Group is has arranged for Bill Jordan of Pensthorpe to give a talk in the Village Hall in November (retiring collection for Pensthorpe Nature Park).
- b) It was noted that there was online training in September for creating green and resilient communities. Councillors to contact the Chair if they are interested in taking part.

13) Maintenance

- a) Dog bins
 - i) Holbrigg Lane: stable at present but will continue to monitor
 - ii) Snoring Road: site is most suitable place. However it was suggested when necessary to replace with a green one.

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- b) Notice Board
 - i) <https://www.noticeboardcompany.com/products/breeze-post-mounted-external-notice-board.html> : A1 landscape top hinged metal notice board (magnetic) from £679
 - ii) <https://www.greenbarnes.co.uk/product-category/external-noticeboards/man-made-timber-noticeboards> : 2 bay timber notice board from £977.45
 - iii) It was agreed to get quotes for repairing (replace back and pin boards and properly seal and protect joins to prevent water ingress)
 - iv) It was noted that NNDC had supplied a Sustainable Communities Plaque for the book exchange bus shelter to mark the grant which had been used. It was agreed to fix this to the exterior of the shelter.

14) Correspondence (circulated via email)

- a) It was noted that the Parish Council had responded in support of a swimming pool and sports and fitness facilities in Fakenham. This is part of a bid that the district council is submitting for 'levelling up' funding.

15) Reports from parish councillors and items for placing on the agenda for the next Meeting

16) Next Meeting of the Parish Council on Monday **19 September 2022** at **7:00pm** in the Village Hall.

Meeting closed at 8.25pm