

REEPHAM PARISH COUNCIL

Minutes of Meeting

Tuesday 28 March 2023 at 7.30pm in Reepham Methodist Chapel

Present: Cllrs D Perkins (Chairman), J Oxby, N Ward, B Tebbs, A Brammer, C/Cllr I Fleetwood, D/Cllr A Welburn, Mrs M Vail (Clerk). There were six members of the public.

Community Parking Forum: Residents raised concerns in respect of Beck Hill, Chapel Close and Mellows Close. Much of this parking appears to be in relation to school drop off and pick up times. Matters raised included the idling of engines, blocking of driveways and dropped kerbs; parking too close to junctions; and access for emergency vehicles being compromised. Concerns were also raised in relation to driving along pavements; the lack of distinction between road and pavement in places; and parking on verges.

Residents were advised that:

- Yellow lines have been requested for Mellows Close. There is a long list of TRO requests awaiting LCC consideration, so no timescale has been advised by them.
- Traffic monitoring and ticketing falls under the remit of LCC and the wardens can be requested to attend Reepham
- Driving/parking on footpaths is a police matter
- A nearby parish has planted trees in verges and installed bollards outside a school, but the effect on parking has been minimal.

Matters raised by members of the public: None raised.

Meeting started at 7.47pm.

1. **Apologies:** Cllr M Doughty, Cllr C Wilson

2. **Declarations of Interest:** None received.

3. **Minutes of Meeting held on 28 February 2023:** At the proposal by Cllr A Brammer, seconded by Cllr B Tebbs, it was **RESOLVED** unanimously that the minutes be accepted as a true record, and they were duly signed.

4. **Clerk's Report:**

Police – the latest local area crime statistics have been circulated. The Police Inspector has been signposted towards contacts for local community groups.

Annual Litter pick – this took place on 26th March 2023, and several refuse sacks were filled. Photos of the litter pick have been provided by Cllr M Doughty.

Re-declaration of compliance with The Pensions Regulator – this is a tri-annual requirement; and has recently been completed.

Councillor resignation – Cllr Louise Searle has resigned and has been thanked for her time and contribution to the Parish Council and Reepham.

Elections 2023 – the deadline to hand in nomination forms is 4th April 2023.

5. **Correspondence**

To note only: D/Cllr Welburn – March report

A resident has reported that a warning sign on Smooting Lane is overgrown with ivy.

Action: Clerk to report to LCC.

A resident has noted parish council reports that the speed indicator devices (SID) record higher speeds on Kennel Lane than on Fiskerton Road; and reiterates their previously stated conviction that the Kennel Lane SID should be resited to encourage drivers to reduce speed before reaching the first dwelling on Kennel Lane. **Action:**

Clerk

6. Financial matters

a) Presentation of Accounts for Payment:

M Vail – March salary	£ 222.63
PAYE – March	£ 55.60
Clerk's printing costs	£ 2.85
Sage payroll, March	£ 8.40
TOTAL	£ 289.48

At the proposal by Cllr J Oxby, seconded by Cllr A Brammer, it was **RESOLVED** unanimously to approve the abovementioned accounts for payment. **Action: Clerk**

b) To accept reviewed Standing Orders:

At the proposal by Cllr J Oxby, seconded by Cllr A Brammer, it was **RESOLVED** unanimously to accept the reviewed Standing Orders. **Action: Clerk**

c) To accept reviewed Financial Regulations:

At the proposal by Cllr J Oxby, seconded by Cllr A Brammer, it was **RESOLVED** unanimously to accept the reviewed Financial Regulations. **Action: Clerk**

d) To accept reviewed Asset Register:

At the proposal by Cllr J Oxby, seconded by Cllr A Brammer, it was **RESOLVED** unanimously to accept the reviewed Asset Register. **Action: Clerk**

e) Station Road noticeboard – quote: Item deferred as quote still awaited.

f) Report on Council specific email addresses: Noted that the parish council must be able to control its data to comply with GDPR. Item deferred to allow further research. **Action: Clerk**

7. Planning Matters

Report from Planning Committee:

There have been no new planning applications since the last meeting.

Decisions made: 146140: 1 Meadows Close – permission granted on 06/03/23.

Goods Farm Development:

This has been 'called in' for consideration by WLDC's Planning Committee on 29/03/23; and the allocated number of those wishing to speak has been reached.

The Parish Council has previously submitted comments to WLDC.

145047: Proposed Diversion of Footpath 129/1 – Reepham:

The proposal appears to re-align the footpath to run around the side of the Goods Farm barn and across a field. Noted that the definitive plan appears incorrect.

At the proposal by Cllr B Tebbs, seconded by Cllr J Oxby, it was **RESOLVED** to submit a response of 'no objections'.

Cllr A Brammer objected, considering that the definitive plan should be corrected first, then the outcome of the WLDC Planning Committee's discussion on 29/03/23 on the Goods Farm development be advised; before a decision be made.

Neighbourhood Planning Group:

Meeting suspended at 8.10pm to allow a resident to provide an update, which included advising that there have been no changes to the finances, and that a meeting will be held soon regarding finances. The draft Neighbourhood Plan is being rewritten to accommodate suggestions made; and to reflect the Draft Local Plan. All who have provided comments will receive a personal response.

Standing Orders then resumed at 8.13pm.

8. Roads and Footways

Mellows Close to Manor Rise footpath – holding item

Mellows Close yellow lines – holding item

Meadows Lane – holding item

Smooting Lane – D/Cllr A Welburn is following up the request for a WLDC road sweep (ref: SCR_466304385)

SIDs – two passive signs have been received. **Action: Cllr I Fleetwood** to source four jubilee clips.

Parking concerns: following the parking forum at the start of the meeting; at the proposal of Cllr D Perkins, seconded by Cllr A Brammer, it was **RESOLVED** to:

- Request the attendance of the traffic enforcement officers both morning and afternoon for a one-week period (to Cllr R Davies and Cllr M Hill at LCC).
- Remind the school of concerns
- Ask school to educate where they are able
- Promote the use of the village hall for 'park and stride'
- Keep the Police Inspector updated
- Report a loose block on the Church Lane kerbing
- Report difficulties in differentiating between road and kerb on Church Lane

Action: Clerk

Land to west of Fiskerton Road: fence – WLDC have advised that a fence can be erected to the front of a property providing it is 1m in total height where it is adjacent to a highway. If it is above this height next to the highway then it will require planning permission. **Action: Clerk** to respond to WLDC (cc Cllr I Fleetwood/D/Cllr A Welburn)

New houses on corner of Kennel Lane – both WLDC and the Post Office have advised that there is no entry on their databases for these new properties being called Manor Farm Cottages. WLDC have suggested the name Manor Farm Cottages is being used for marketing purposes only.

9. Field Footpaths and Bridleways:

Mellows Close to school playing field path – overgrown in 2022: Councillors have inspected, and the path is passible at present.

10. Conservation Area

Village Green – the grant application to IGAS has been unsuccessful. The application to National Lottery will be submitted soon; and there is a 12 week wait before a decision will be notified.

HGV activity – there has been no response from the HGV company; although parking is now less frequent.

11. Amenity Areas

Play park – the March inspection shows all to be in good order. The current two molehills will be monitored.

Jubilee tree – the tree is still dormant, therefore item deferred.

12. Business for next Agenda: None

13. Date of Next Meetings:

Annual Parish Meeting – 17th May 2023 at **7.15pm**, Methodist Chapel

Annual Meeting of the Parish Council - 17th May 2023 at **7.30pm**, Methodist Chapel

This being the last meeting before the May elections, those present were thanked for their help as Councillors during the current term.

Meeting ended at 8.30pm.

Mrs Michelle Vail, Parish Clerk/RFO 11 April 2023