

## FRANSHAM PARISH COUNCIL

Minutes of a Meeting of Fransham Parish Council held at 7.00pm on Tuesday 21<sup>st</sup> September 2021, at Curds Hall Barn.

Present: Cllr Richard Watts (Chair)  
Cllr Russell James (Vice Chair)  
Cllr James Sheringham  
Cllr Gerry Taylor  
Cllr Andrew Lake  
Cllr Brian Drewitt

County & District Cllr Mark Kiddle-Morris  
One member of the public  
Sheryl Irving (Clerk)

### 1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies from Cllr Emma Spratt were approved.

### 2. To receive any declarations of interest.

There were none received.

### 3. To approve the minutes of the meeting held on Tuesday 20<sup>th</sup> July 2021.

Cllr Drewitt proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Lake and agreed by Council. The Chairman duly signed the minutes.

### 4. To receive County/District Councillor reports.

In addition to his written report (attached), D/Cllr Kiddle-Morris reported that Breckland will be commencing a review of the Local Plan, although new Government policy is due which is likely to make significant changes.

The budget consultation process will soon commence and the County Council are likely to have to find savings of £39M.

### 5. Open Forum for Public Participation.

This item was dealt with following item 7 as the member of the public arrived late.

The member of the public raised the following issues:

- Station Road needs sweeping after the recent road surface dressing works, tar sits on the surface and many of the chippings have gone – the C/Cllr will ask Highways to inspect.
- The hedge opposite the Council Houses on Station Road was cut last year and the spoil left, some of the verges were also damaged – the C/Cllr reported that a new contractor has been appointed this year.
- A tree at No 4 Lime Tree Crescent is blocking the light from neighbouring properties – Council will write to the property owner to request that the tree be cut back from over the pavement and the road but any overhang on properties is a neighbour dispute and not the remit of the parish council.

**6. To receive a report in respect of the Proposed Vattenfall Wind Farms and the Offshore Transmission Network (OTN).**

Cllr Drewitt reported that sound arguments continue to be put forward for an OTN and the parish council continues to support those arguments.

**7. Highway Matters.**

**a) To receive updates in respect of issues previously reported.**

Council noted the following updates.

- Dropped manhole covers on A47 – reported to Highways England and no action to date.
- Soakaways/grups along Station Road – Cllr Kiddle-Morris reported that works are now commencing in the County.
- Degrading pothole repairs on Station Road – reported to Highways and repairs made.
- Missed pothole repairs on Dereham Lane – reported to Highways and repairs made.
- No 3 Station Road – Overgrown hedge to be removed by Highways, the hedge was cut back but the roots remain, although works have been programmed.

**b) To receive an update and consider any further action re the trod.**

Council reported that the well-used trod was now collapsing in one section and the dip at one end fills with water. The C/Cllr will ask Highways to inspect as a matter of urgency.

**c) To receive an update regarding HGV use of Station Road and the request for an ‘unsuitable for HGVs’ sign.**

Council reported that there continued to be a high use of Station Road by HGVs, many of which appear to be contractors. The vehicles from the local depot drive in a more considerate manner but a ‘unsuitable for HGVs’ sign would deter the drivers who do not know the local area.

C/Cllr Kiddle-Morris reported that the County Council will be reluctant to divert legitimate traffic as it will simply put the problem elsewhere, adjoining parishes suffer from similar issues. However, the Operating Licence at the local depot is due for renewal soon and it was hoped that perhaps limits could be set on operating times.

**d) To receive an update re the request for a grit bin the Station Road/Drive junction.**

The C/Cllr had spoken to Highways regarding the refusal to fill any bin placed on Station Drive and they had confirmed that the location did not meet the criteria.

**e) To receive a report regarding the absence of Fransham in the “A47 Alliance’s Priorities”.**

Cllr Lake was concerned that Fransham did not receive a mention in the most recent press article regarding the A47 priorities. C/Cllr Kiddle-Morris reported that the Tuddenham to Easton dualling had been due to take place by 2015 but will now be the only works to take place prior to 2030. However, he assured Council that the dualling of the road between Swaffham and Dereham was a priority.

**f) To consider any new highway issues.**

The overgrown pavements on the A47 and the temporary fencing near to the bus shelter had been raised by a member of the public. Cllr James will inspect and any appropriate action will be taken.

Cllr Drewitt reported that he will be inspecting for any fly-tipping at the end of Lime Tree Crescent although it was noted that Breckland will not clear from private land, it will be the responsibility of the landowner.

## **8. Planning Issues.**

### **a) New Applications.**

- 3PN/2021/0047/UC – Manor Farm, Main Road - Application for Prior Approval for the change of use of three agricultural buildings to four dwellings (Class C3) with associated development – Council had no comment in respect of this application.

### **b) Decisions Due.**

Council noted the following decisions:

- 3PL/2021/0860/VAR – Agricultural Barn off Station Road, Great Fransham - variation of Condition No2 on 3PL/2021/0078/F- Revised scheme with regard to floor plans, elevations and materials – APPROVED.
- 3PL/2021/1003/HOU – Hyde Hall, Main Road, Great Fransham - single-storey kitchen/family room extension to the rear of the existing dwelling with various internal alterations – APPROVED.
- 3PL/2021/1004/LB - Hyde Hall, Main Road, Great Fransham - single-storey kitchen/family room extension to the rear of the existing dwelling with various internal alterations – APPROVED.
- 3PL/2021/0996/F – Top Farm, Main Road, Little Fransham - conversion of agricultural building to a single dwelling, erection of cartlodge with room above, and change of use of agricultural land to domestic curtilage – APPROVED.

## **9. To receive a report from the Village Hall Committee regarding repairs.**

Cllr Taylor reported that works were ongoing, the plasterwork was off and the walls had been re-rendered and plastered and damp proof works carried out, a new stainless steel catering kitchen was planned, re-wiring and new lighting had been installed and the painting contractor was due.

## **10. To receive a Crime & Policing report.**

The Chairman updated Council with the figures for June and July, when only four minor incidents had been reported.

## **11. To consider any issues arising from the regular inspections of council assets including the repair/replacement of the two wooden benches.**

Cllr Lake will report to the next meeting with options to repair or replace the two wooden benches. All other assets were in order.

## **12. To receive an update on the Local Quality Council Award Scheme.**

Cllr James requested a decision from Council as to whether to go for the lowest award and work towards the highest or to aim for the highest award, as everything was now in place for the Foundation Award, although Cllr James has requested that NALC check the policy documents (at item 15c) before Council adopts them. Council agreed to go for the highest award.

## **13. To further consider any parish council commemoration to mark the Queens Platinum Jubilee in 2022.**

Council considered the planting of a tree and requested that the Village Hall Committee consider any commemoration and report back.

**14. To consider any action in respect of the Climate Change Emergency.**

This item was remitted to the next meeting.

**15. Finance & Governance Matters.**

**a) To receive a financial report for the year ending 31st March 2022.**

The financial report (attached) was noted.

**b) To consider approval of an Action Plan for the year ending 31<sup>st</sup> March 2022.**

Cllr Lake proposed approval of the Action Plan, this was seconded by Cllr Sheringham and agreed by Council.

**c) To consider approval of the following policy documents.**

As set out at item 12, Council will await NALC approval prior to approving the following documents.

- Complaints Procedure
- Community Engagement Policy
- Disciplinary Procedure Policy
- Grievance Policy
- Training & Development Policy

**d) To consider approval of the following payments.**

Cllr Drewitt proposed approval of the following payments, this was seconded by Cllr James and agreed by Council.

- |                                                              |         |
|--------------------------------------------------------------|---------|
| • Clerk Salary & Allowance – Aug/Sept & Expenses/HMRC Refund | £266.02 |
| • Brisley PC (SLCC Membership)                               | £15.60  |
| • Clerk – Essential Update Seminar                           | £5.20   |

**16. Correspondence for circulation.**

- Draft Dereham Town Delivery Plan – Council noted the plan and no action was required.

**17. To receive any new items for the next meeting.**

There were no new items received for the next agenda.

**18. To confirm the next meeting of Fransham Parish Council will be held at 7.00pm on Tuesday 16<sup>th</sup> November 2021 in the Village Hall.**

Council noted the date of the next meeting and the meeting then closed at 8.20pm.

**Signed:**

**Date:**

---

## County Councillor for Necton and Launditch

### Report for September 2021

Grass Cutting: The second cut of the year to highway verges and junctions was due to start on August 9<sup>th</sup> and when completed should have addressed all the inadequacies of the first cut of the year which was, quite frankly, a shambles. Please let me know if there are still problems in your area with the standard of the cut.

One Million Trees: Norfolk County Council (NCC) acknowledges that trees are a vital resource in combating climate change alongside rewilding for carbon sequestration. As reported previously NCC have committed resources to work with communities, landowners and partners to plant 1 million trees over 5 years which must amount to a net increase. NCC's tree planting scheme will work in harmony with the unique "Queens Green Canopy" initiative created to mark Her Majesty's Platinum Jubilee in 2022. There are packs of trees and hedging plants available to parishes to "kick start" the project. If there is any interest, please contact me for further detail on how to apply. The planting season runs from November 2021 to March 2022.

Offshore Transmission Network (OTN): There has been a lot of discussion between our local MPs in both Norfolk and Suffolk and government ministers about the number and length of cable routes crossing both counties bringing wind generated electricity to connection points on land. To minimise ecological and commercial damage to the countryside an OTN has been proposed. The OTN would allow connection of all future wind farm electricity output to a cable system lying offshore which would only require one overland route to a connection point with the National Grid. NCC have been involved in the initial Offshore Consultation Project in 2020 and are currently responding to an Ofgem consultation which is asking for comments on proposals to amend regulations to allow the use of an OTN.

Hazardous Waste Amnesty: There is to be a hazardous waste amnesty at NCC's local recycling centres as follows; Dereham on September 18<sup>th</sup> and 19<sup>th</sup> (open 9am to 5pm) and Hempton (Fakenham) on 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> October (open 9am to 4pm). Details of the which items of hazardous waste are acceptable is available on NCC's website.

Highways: Despite the lack of revenue funding in NCCs coffers there is still some future capital available to put towards some highway schemes such as resurfacing (not surface dressing) and junction and other highway improvements. If you have any work that you would wish to be carried out, please let me know and I will submit the suggestion for inclusion in the long term capital budget.

Mark Kiddle-Morris

FRANSHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2022						
FINANCIAL REPORT - September 2021						
<b>BUDGET UPDATE</b>	<b>Budget</b>	<b>To</b>	<b>%</b>		<b>Bank Balance at 01.04.2021</b>	<b>5,729.78</b>
	<b>2021/22</b>	<b>Date</b>	<b>Spend</b>		Plus Receipts at 31.08.2021	3,556.29
					Less Expenditure at 31.08.2021	<u>1,487.59</u>
<b>PAYMENTS*</b>						<b><u>7,798.48</u></b>
Admin	1,168.00	506.81	43%			
Salary	1,280.00	634.80	50%		<b>Balance at 31.08.2021</b>	
Maintenance	150.00	-			Community Current Account	7,805.54
Grass Cutting	1,120.00	510.00	46%		Business Savings Account	<u>27.94</u>
Donations	50.00	-	0%			7,833.48
<b>TOTAL</b>	<b>3,768.00</b>	<b>1,651.61</b>			Less any outstanding payments (ICO)	<u>35.00</u>
						<b><u>7,798.48</u></b>
<b>RECEIPTS</b>			<b>Received</b>		including:	
Precept	4,250.00	2,125.00	50%		Highway Reserves	2,656.61
Bank Interest	-	-			<b>GENERAL RESERVE</b>	<b>5,141.87</b>
Recycling	75.00	19.62	26%			
HMRC	-	23.20				
<b>TOTAL</b>	<b>4,325.00</b>	<b>2,167.82</b>				
<b>SURPLUS/DEFICIT</b>	<b>557.00</b>	<b>516.21</b>				

\*includes payments awaiting authorisation at this meeting.