

## FRANSHAM PARISH COUNCIL

Minutes of the meeting held at 7.00pm on Tuesday 17<sup>th</sup> July 2018 in the Village Hall.

**Present:** Cllr Russell James (Chair)  
Cllr Andrew Lake (Vice-Chair)  
Cllr James Sheringham  
Cllr Gerry Taylor

Sheryl Irving (Clerk)  
No members of the public.

### **1. Welcome and apologies for absence.**

The Chairman welcomed everyone to the meeting. Apologies were received from Cllr Emma Spratt, District Councillor Elizabeth Gould and County Councillor Mark Kiddle-Morris.

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

There were none received.

### **3. To approve the minutes of the annual general meeting held on Tuesday 15<sup>th</sup> May 2018 and the extraordinary meeting held on Tuesday 3<sup>rd</sup> July 2018.**

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

### **4. To discuss any matters from the May minutes (not on the agenda).**

There were no matters to discuss.

### **5. County/District Councillor reports.**

In the absence of both councillors, written reports were read to the Council.

C/Cllr Mark Kiddle-Morris reported that Cliff Jordan, the leader of the County Council, had recently tendered his resignation and sadly died very shortly after. A new leader, Andrew Proctor, has been elected, together with a new deputy, Graham Plant. No changes have been felt as yet and all is quiet at County Hall.

The Police and Crime Commissioner (PCC) has decided to go to public consultation with his bid to take over the running of the Norfolk Fire Service. The County Council are opposed as the Service is deeply embedded in the Council and provides much more than just a fire fighting service. There are many flaws in the PCC business case. The consultation is available on the PCC website.

D/Cllr Elizabeth Gould reported that the Ecotech/Green Britain tenant served notice to quit with a termination date of 4<sup>th</sup> January 2019. However, there are currently ten interested tenants and it is hoped a new tenant will be place soon.

The Five Year Land Supply (YLS) is not yet in place and could be as low as a 2.75YLS, however, once the Local Plan is passed there will be a secure supply for the first five years of the Local Plan.

No date has been given yet by the inspector in respect of a decision regarding the Local Plan, additional questions and raised matters are expected together with an additional date for more public sessions.

The roll out of universal credit is awaited, however, staff are available to deal with queries as they arise.

The D/Cllr also reminded the Council to use the planning infringement reporting form if necessary to ensure traceability of complaints.

## **6. Open Forum for Public Participation.**

There were no members of the public present.

## **7. To report any progress regarding the parish councillor vacancies.**

No progress had been made to fill the vacancies and all councillors will continue to ask around.

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

There was no update available.

## **9. To receive an update in respect of the Breckland Local Plan.**

A report had been received earlier in the meeting at item 5.

## **10. Planning Issues.**

### **10.1 Current Applications:**

There were no new applications to consider.

### **10.2 Decisions Due:**

- 3PL/2018/0046/F - Proposed Extension to Grain Store Great Dunham Hall, Great Dunham – comments submitted re route restrictions – decision to be made by Committee – Approved (with conditions).
- 3PL/2018/0459/O - Residential Development (amended scheme) - Land at Kirkhams Meadow, Little Fransham – Undecided.
- 3PL/2018/0376/F - Conversion of Barn workshop/store to one dwelling - Land opposite Danby House, off Station Road Great Fransham – Withdrawn.
- 3PL/2018/0664/O – Erection of 4 dwellings with associated parking, Land adjacent Main Road, Little Fransham – Undecided.
- 3PL/2018/0684/HOU – Two storey rear extension, side extension, annex conversion and single storey rear link extension – Lyndhurst Cottage, 3 Station Road, Little Fransham – Permission.
- 3/PL/2018/0642/O – outline application for the erection of up to ten dwellings with associated parking – Top Farm, Main Road, Little Fransham – Undecided.

**10.3 To discuss any other planning issues.**

There were no other planning issues to discuss.

**11. Highway Matters.**

**11.1 To receive a report on the proposed trod on Station Road.**

The trod had been installed but disappointment was expressed with the quality of the workmanship. The spoil had been left beside the trod, which would make cutting the grass difficult in the future and the surface was very uneven. This will be reported to Highways.

**11.2 To consider a new application under the Parish Partnership Scheme.**

Council had no suggestions, however, the scheme was open until December 2018 for applications.

**11.3 To receive updates in respect of issues previously reported:**

- Hedge at Lyndhurst Cottage – has been cut and will be removed completely.
- Station Road Hedge (owner unknown) – Highways will be contacted again to try and progress.
- Logs in ditch near Chapel on Station Road – this had been resolved.
- Bridleway at Great Fransham – being progressed.
- Pot Hole, Station Road – this has been repaired.
- Love Lane flooding – no problem found.
- 3 – 5 Station road flooding – will be resolved.

**11.4 To receive reports of any new highway issues.**

There were no new highway issues to report.

**12. To receive a report on the Bus Shelter Project.**

Cllr Lake reported that the project was out of his hands and he was waiting to hear from Highways England and Kier regarding confirmation of the works. He will continue to press the issue if no progress is made.

**13. To receive a report in respect of the Proposed Vattenfall Offshore Wind Farm.**

- **Funding request from Necton Parish Council.**

Cllr Taylor proposed that they could not support the request for funding assistance. This was seconded by Cllr Lake and agreed by Council. Necton Parish Council will be informed.

**14. To consider approval of an updated Code of Conduct policy.**

Cllr Taylor proposed adoption of the updated Code of Conduct policy, this was seconded by Cllr Lake and agreed by Council.

**15. To consider continued use of Village Hall as public meeting venue during current works.**

Cllr Taylor, who is a member of the Village Hall Committee, updated Council in respect of ongoing problems at the Village Hall in respect of damp etc. However, it was agreed that the parish council meetings could continue at the venue as members of the public were supervised whilst in attendance.

**16. Financial Matters.**

**16.1 To receive a financial update in respect of the budget/accounts for the year ending 31<sup>st</sup> March 2019.**

There were no questions regarding the update, however, it was agreed a projected end of year balance would be useful on the next update.

**16.2 To further consider a review Clerk's monthly hours.**

It was agreed to remit this item until the end of the current financial year.

**16.3 To approve cheques for payment.**

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|---|---------|
| • Clerk – Salary/Allowance – June/July 18 | £169.64 |
| • HMRC                                    | £37.20  |
| • Website Administrator                   | £140.00 |

**17. Correspondence for circulation.**

- Norfolk Constabulary Newsletter – noted.

**18. To receive any items for the next meeting.**

It was agreed the Village Hall should remain on the agenda.

**19. To confirm the date of the next meeting of Fransham Parish Council will be held on Tuesday 18<sup>th</sup> September 2018 in the Village Hall at 7.00pm.**

The date of the next meeting was noted.

**The meeting closed at 7.44pm.**

Signed:

Date:

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