

## FRANSHAM PARISH COUNCIL

Minutes of a meeting of Fransham Parish Council held at 7.00pm on Tuesday 18<sup>th</sup> January 2022 at Curd's Hall Barn.

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

County & District Cllr Mark Kiddle-Morris  
Two Members of the Public  
Sheryl Irving (Clerk)

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

In the absence of Cllr Watts, the Vice-Chair, Cllr James, took the chair and welcomed everyone to the meeting. Apologies received from Cllrs Watts and Spratt were approved.

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

There were none declared.

### **3. To approve the minutes of the meeting held on Tuesday 16<sup>th</sup> November 2021.**

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

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

County and District Cllr Kiddle-Morris circulated written reports (attached). One query was raised regarding the Local Plan and the D/Cllr reassured Council that assuming the five year land supply was maintained, which is likely, no opportunistic building applications would be approved.

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

No issues were raised by members of the public.

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

A meeting regarding Vattenfall's Norfolk Offshore Wind Zone Community Benefit Fund is being held in Necton on 21<sup>st</sup> January, hosted by George Freeman MP. Cllrs Watts and Drewitt will attend on behalf of the Council.

Cllr Taylor suggested that new notice boards would be required in the near future.

### **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 National Highways but no action to date.

- Road Surface Dressing – loose chippings – C/Cllr reported to Highways but no action to date.
- No. 3 Station Road – Hedge root removal – works now programmed by Highways.
- FP4 – junction with Dereham Lane – broken stile – reported to Highways.

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

The pothole on the trod has been repaired but the damage caused by an HGV vehicle to the surface, the hole at the end and the condition of the surface remains unresolved. A site meeting with the Highway Technician will be requested.

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

The draft letter to NCC Highways Future Planning and Infrastructure Team had been circulated and was approved. Council noted that if the sign was approved this would put extra pressure on other roads but considered those roads more suitable for heavy vehicles than Station Road.

**d) To receive an update regarding the provision of hedging plants for the westbound bus stop.**

Council noted the application had been successful and delivery of the trees was awaited.

**e) To remind Council to report any new highway issues to the Clerk, as they arise.**

Council was reminded to report issues to the Clerk as they arose, to ensure they were dealt with promptly. Cllr Sheringham reported a fallen tree on the A47 pavement and this will be reported to National Highways.

Council noted that there had been another serious road traffic collision the previous week with 2/3 vehicles involved.

**8. Planning Issues.**

**a) New Applications.**

- 3PL/2021/1659/HOU – 15 Lime Tree Crescent - proposed Single Storey Extension to Rear. Proposed Rooflights to Existing Flat roof – Council agreed a ‘no comment’ response to this application.
- 3PL/2021/1680/F – North East of Kirkhams Meadow - erection of 3 dwellings & garages – Council agreed a response supporting the previous conditions set out in the expired outline permission approval.

3PL/2022/0007/HOU – The Old Chapel, Station Road - proposed first floor extension with dormer windows over existing single storey construction and widen existing rear dormer window – Council had no objections but wanted reassurance there was adequate parking on site for the extended building.

**b) Decisions Due.**

The following decisions were noted:

- 3PL/2021/1365/F – Meadow Cottage, Beeston Lane – Erection of two detached houses and garages – REFUSED.
- 3PL/2021/1371/D – Top Farm, Main Road - Approval of Reserved Matters Application (Appearance, Landscaping, Layout and Scale) following outline permission 3PL/2018/0642/O - Erection 8 No. dwellings with associated parking – APPROVED.
- 3PL/2021/1385/F – Development site at Top Farm, Main Road - change of use of cartlodge to residential annex – APPROVED.

- 3PL/2021/1447/HOU – High Gren Farm, Beeston Road - demolition of single storey double garage and utility room to be replaced with a two storey extension – APPROVED.
- 3PL/2021/1525/HOU – Pineapple Farm, Station Road – proposed two storey Front Extension and covered way – APPROVED.

**9. To receive a report from the Village Hall Committee regarding building works.**

Cllr Sheringham thanked both Cllr Spratt for the hard work she had put into achieving the grant success which had enabled the works at the Village Hall to take place and Cllr Taylor for coordinating/carrying out much of the work. The damp work and decorating had now been completed, leaving the kitchen renovation outstanding.

Cllr Sheringham proposed that the Council meetings held at Curd's Hall Barn be recompensed to the Village Hall at their normal rate, this was seconded by Cllr Lake and unanimously agreed by Council.

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

The Chairman reported no incidents had occurred in October but there had been two in November, one burglary and one public order offence.

At this point in the meeting, Cllr Kiddle-Morris left the meeting.

**11. To consider any issues arising from the regular inspections of council assets including the repair/replacement of the two wooden benches and the dedication plate on the Village Sign.**

Cllr Lake had made safe the two benches and Cllr Taylor had received a quote for the replacement slats which will be fitted as soon as they are received. Cllr Sheringham proposed approval of the £120 cost, this was seconded by Cllr Lake and unanimously agreed by Council.

Cllr Taylor will obtain designs/quotes for a replacement Dedication Plate on the Village Sign.

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

The Chairman reported that all the policy documents were now ready for approval at the next meeting and requested Councillor profiles and photos for the website. Once these are in place then the application is ready for submission.

The Chairman went on to suggest a survey to ascertain what residents would like to see in the village and noted a similar survey had recently taken place in Necton. It was agreed to request information from Necton Parish Council but Council agreed in principle with the idea of a survey.

**13. To receive an update from the Village Hall Committee regarding a village commemoration to mark the Queens Platinum Jubilee in 2022.**

An application for trees had been successful and Council agreed that two Jubilee fruit trees would be planted in the Churchyard and a small Jubilee orchard in the Village Hall Meadow, with Cllrs Lake and Sheringham volunteering to carry out the planting.

**14. To consider options to improve internet connectivity in the village.**

This item was moved to the end of the agenda.

**15. To note the dates of 2022 meetings.**

Council noted the meeting dates for 2022.

- 18th January
- 15th March
- 17th May (Annual Meetings)
- 19th July
- 20th September
- 15th November

**16. Finance & Governance Matters.**

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

The financial report (attached) was noted.

**b) To note the retirement of the appointed internal auditor and approve a replacement.**

Council noted the retirement of the appointed internal auditor and thanked him for his service. Cllr Taylor proposed that Mrs Dann be appointed as internal auditor at a cost of £35 for the year ending 31st March 2022, this was seconded by Cllr Sheringham and unanimously agreed by Council.

**c) To review the following policy documents and consider approval.**

Cllr Lake proposed that the following three policy documents, which had been updated with small amendments, be approved, this was seconded by Cllr Sheringham and unanimously agreed by Council.

- Financial Regulations
- Assets Register
- Risk Assessment & Management Policy

Cllr Sheringham proposed that the new document, Equality & Diversity Policy, be approved, this was seconded by Cllr Drewitt and unanimously agreed by Council.

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

Cllr Taylor proposed that the following payments be approved, this was seconded by Cllr Lake and unanimously agreed by Council.

- |   |             |
|---|-------------|
| • Clerk Salary & Allowance – Dec/Jan    | £227.00     |
| • ICO Renewal                           | £35.00 (DD) |
| • Website Renewal Fee (Refund to Clerk) | £106.06     |

**17. Correspondence for circulation.**

Council noted the Public Consultation on regional Transport Strategy.

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

There were no new items received for the next agenda.

**19. To confirm the next meeting of Fransham Parish Council will be held at 7.00pm on Tuesday 15<sup>th</sup> March 2022 in the Village Hall.**

Council noted the date of the next meeting.

Item 14, regarding internet connectivity was then considered, commencing with a short presentation from a resident. He reported that the infrastructure in Fransham was old and slow and not adequate for the demand which was getting greater with more new houses and people, home technology and an increase in working from home. Despite Government promising to reach most of the population with fibre broadband, Fransham was not on the list to receive it and other options need to be considered. Project Gigabit provides a voucher scheme for every household which can be combined to provide funding for companies to update local systems.

Council thanked the member of the public for their input and agreed there was an issue. Council requested that he make arrangements for a short presentation by a company able to provide this service, ideally at the next meeting, and to circulate details of a similar scheme successfully completed by a village similar to Fransham.

The Chairman then closed the meeting at 9.00pm.

Signed:

Date:

<b>FRANSHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2022</b>					
<b>FINANCIAL REPORT - January 2022</b>					
<b>BUDGET UPDATE</b>	<b>Budget</b>	<b>To</b>	<b>%</b>		
	<b>2021/22</b>	<b>Date</b>	<b>Spend</b>		
<b>PAYMENTS*</b>					
Admin	1,168.00	708.67	61%	<b>Bank Balance at 01.04.2021</b>	<b>5,729.78</b>
Salary	1,280.00	1,052.20	82%	Plus Receipts at 31.12.2021	5,681.29
Maintenance	150.00	-		Less Expenditure at 31.12.2021	<u>2,616.81</u>
Grass Cutting	1,120.00	1,020.00	91%		<b>8,794.26</b>
Donations	50.00	-	0%		
<b>TOTAL</b>	<b>3,768.00</b>	<b>2,780.87</b>		<b>Balance at 31.12.2021</b>	
				Community Current Account	8,801.32
<b>RECEIPTS</b>			<b>Received</b>	Business Savings Account	<u>27.94</u>
Precept	4,250.00	4,250.00	100%		8,829.26
Bank Interest	-	-		Less outstanding payments (ICO)2020/21	<u>35.00</u>
Recycling	75.00	19.62	26%		<b>8,794.26</b>
HMRC	-	23.20		including:	
<b>TOTAL</b>	<b>4,325.00</b>	<b>4,292.82</b>		Highway Reserves	2,656.61
				<b>GENERAL RESERVE</b>	<b>6,137.65</b>
<b>SURPLUS/DEFICIT</b>	<b>557.00</b>	<b>1,511.95</b>			

\*includes payments awaiting authorisation at this meeting as listed on the agenda.

**County Councillor for Necton and Launditch Division  
Report January 2022**

**Budget:**

The Council will set its budget for financial year 22/23 at a meeting to be held on 21st February. The Council consulted on a proposed council tax increase of 1.99% in the general rate and an increase of 1%, the consultation ended on the 30th December 2021. Cost pressure in the major demand led services of Adult Social Care and Children's Services is the main reason for having to increase the council tax. There are still some work which the government has not carried out (fairer funding review, NDR review, financing of adult social care etc) which will affect the Councils finances in future years.

**Covid – Omicron:**

We know that the Omicron variant of the Covid virus generally leads to milder illness. However, it still poses a significant risk to the unvaccinated or those who haven't had a booster or those with underlying conditions such as being immunosuppressed. The variant is also much more infectious and thus easily spread. The government has told NCC to expect unprecedented sickness rates over the coming weeks with an estimated 25% of staff being absent. Given the high infection rates our prime objective is to minimise staff infection and isolation to ensure we can deliver our critical services. We are doing this by avoiding bringing staff together unnecessarily (ie work from home) and concentrating our face to face presence on service delivery. If over the coming weeks you or any resident has difficulty accessing NCC services, please do not hesitate to contact me.

**District Councillor for Launditch Ward – Report  
January 2022**

**Budget:** At its meeting today, the 10th January, Cabinet agreed to recommend to Council that the council tax for a band D property should be increased by £4.95. Over 70% of the properties in Breckland are in bands A – C, thus the annual increase will be lower for those properties. The budget for 2022/23 is balanced with no cuts to service delivery. You may recall that some years ago government gave permission for those, mainly district, councils who had the lowest council tax to increase council tax by £4.95 per annum. This increase is allowed to continue until either the government removes the permission, or the council decides not to levy a £4.95 increase. In the latter case the council would have to revert to a 2% referendum limit for all subsequent years.

**Local Plan:** The current Local Plan (LP) was adopted in November 2019 but during the examination process the inspector inserted a new policy (INF03) which requires the Council to update 4 aspects of the LP. Namely; policy HOU 01, to consider housing need and the subsequent strategy for meeting the identified need; policy HOU 08 Gypsy and Travellers, to consider the needs of non-travelling gypsies and travellers and to make provision for such a need; HOU10 Technical Design Standards for New Homes, to consider the accessibility of homes standards; policy EC 01 Economic Development, to consider the dualling of the A47 from Tuddenham to Easton on the plans economic strategy.

The Council also decided to carry out a substantive review and update of the entire LP along side the update required by INF 03. The 2 updates will run concurrently.

The timetable for both updates has been published in the Local Development Scheme which is available on the BDC website.

The Statement of Community Involvement (SCI) sets out how the Council will work positively and proactively with communities to ensure their voices are heard. The SCI is currently out for consultation and comments are required by the 21st January.

Mark Kiddle-Morris.

Member for Launditch Ward, Breckland District Council & Member for Necton and Launditch, Norfolk County Council. [mark.kiddle-morris.cllr@norfolk.gov.uk](mailto:mark.kiddle-morris.cllr@norfolk.gov.uk)