

MINUTES OF THE GRESSENHALL PARISH COUNCIL MEETING HELD ON TUESDAY 4TH JULY 2023
AT 7:00PM IN THE READING ROOM

10752 Present: Councillor Beazley Councillor Day
Councillor Reader Councillor Radford
Councillor Melton Councillor Keidan
District Councillor Duffield District Councillor Atterwill

11 members of the public

10753 To receive and accept apologies of absence: County Councillor Kiddle-Morris.

10754 Declarations of interest – All councillors (except Councillor Radford) declared an interest in The Swan Public House, Councillor Reader declared an interest in matters relating to the play area, Councillor Melton in relation to the Affordable Housing Scheme.

10755 To approve and sign minutes of the meeting held 6th June – The minutes of the meeting held on Tuesday 6th June 2023 were confirmed as a correct record. The minutes were signed by the Chairman.

10756 Progress on items not on the agenda from previous meetings – None

The meeting began with a presentation to Doug Curd for serving over 10 years on the Neighbourhood Watch Team. A certificate from the Neighbourhood Watch Network was presented to Doug by the Chairman. The Chairman thanked Doug for his service.

The meeting was opened to the public at 7:04pm.

10757 A resident informed councillors that the wooden Church sign on the junction of Litcham Road/Bittering Street was either rotten or had fallen. The parish council will address this.

10758 A resident informed councillors that the hedge belonging to the bungalow on the corner of Bittering Street and Swan Drive was encroaching the footpath. The parish council will make enquiries.

10759 A resident informed councillors that it looked like an entrance had been created on the site of the proposed affordable housing scheme. Councillors reported that this was beyond the site of the proposed affordable housing site.

10760 A resident enquired whether anything was being done with the pond on the Green following enquiries last year. Councillor Melton responded that a pond specialist looked at the pond last year and said it was a very healthy pond, but would contact the specialist and ask them to come and take another look. The resident asked if it could be cleared out again. Councillor Crisp said he would clear the pond out when the water has gone.

10761 A resident asked if the parish council website could display the current issue H plans for the affordable housing scheme. The clerk apologised as she thought the latest issue was already on the website. The chairman stated that all the plans could be accessed on Breckland's Planning Portal.

10762 A resident enquired about the Jubilee Path which leads from Gingerbread Cottage to The Swan as it leads to a dirt track. Apparently there is a dispute over the land ownership so the path isn't finished yet.

That being all the meeting resumed at 7:12pm.

Matters Arising from the Minutes

10763 Reporting of Highway Matters – Clerk to report again the pot holes reported at the last meeting. Councillor Keidan noted that the speed bump near the shop had not been painted. Councillors agreed for Councillor Crisp to contact a company in Longham. It was agreed by all councillors for a quote to be obtained and circulated before the next meeting. A water leak was also reported on The Green. Clerk to check the Anglian Water website to see if this has been reported.

- 10764 Update on Affordable Housing Scheme – Not much to report this month. Hastoe are in talks with Breckland and Highways. It is hopeful the highways issue can be overcome. The application may be held up due to Nutrient Neutrality issues.
- 10765 Community Car Scheme Update – It was a very busy month with 1,662 miles covered. There is a delay with the new drivers who are waiting for medicals to come back. DBS checks will also need completing before the drivers can volunteer.
- 10766 To provide an update on internet banking and consider changing bank account – A discussion took place as to whether face to face banking would be a better option. It was agreed that having a local high street bank could not be relied upon with banks closing regularly. It was agreed by all councillors for the clerk to look into transferring to Unity Trust Bank. This bank appears to have a reliable track record with community accounts. It was proposed that four councillors are listed as signatories with two councillors required to authorise transactions. It was agreed to transfer the parish council current account, open a charity bank account and an account for the play area fundraising. Clerk to forward details to councillors asap.
- 10767 Update on the playing field funding project – Harriet Green updated the meeting on the current situation. The fundraising team had met with two people who had gone through the process of obtaining funding for equipment in their areas. They shared all their top tips and documents which the team were very grateful for. The next steps are to issue local schools with a questionnaire, complete a Grantscape funding form and then to refine the quotes pending the results of the questionnaire. Monies raised so far will be held in a separate bank account of the Gressenhall Community Enterprise until the parish council's new bank accounts are up and running. The parish council have earmarked £5,000 towards the scheme which will be confirmed by councillors at the next meeting. Councillor Atterwill advised the parish council to be aware that the VAT will need to be paid on the equipment potentially in advance of receipt of funding. Councillors thanked Councillor Atterwill for this advice.
- 10768 To discuss Common Drift – The residents along Common Drift are happy with the track's current status as it is with children walking to school and dog walkers. It appears that a resident has made an application to NCC to change the track to a "restricted byway". A resident has also delivered letters to nearby residents seeking support for this application. If this is the case, no additional access will be allowed on to Common Drift, either from the four residential properties or the pedestrian track which will be created if the affordable housing scheme proceeds. It was agreed for the clerk to contact Councillor Kiddle-Morris to discuss. Councillor Atterwill suggested contacting the Trails and Footpaths team at NCC.
- The general view of the Parish Council was that the proposal did not have merit and would commit NCC to spending money that was better spent on repairing potholes.
- 10769 To confirm date of clerk's annual appraisal – The clerk's appraisal took place in June. The chairman thanked the clerk for her work over the past year.
- 10770 To discuss the park bench at the playing field request – No further update.
- 10771 To discuss the request for a bike repair station at The Swan – The Gressenhall Community Enterprise updated the meeting on the repair station. Cyclists visiting the pub are very keen on the station. Funding is being looked into and a request was made for the parish council to donate half of the cost, £650. Following a discussion it was proposed to see if the Fete Committee could donate half of this. The GCE have committed to a 5-year maintenance plan. The location still needs to be agreed and the parish council would like no parking spaces to be lost in the siting of the station.
- 10772 Update on Elmham Surgery – Councillor Keidan met the practice manager on 19th June taking only one reported issue of a resident having difficulty accessing the surgery. The surgery had a recent visit from Healthwatch whose response was positive. The closing of the pharmacy between 12:00-2:00pm is providing a more efficient service. There is a nursing vacancy which is currently being filled with locums. The surgery will look at providing an email service in Autumn. The surgery has added an article in this month's News and Views. The next Patient Participation Group meeting is on 19th July and Councillor Keidan will meet the manager again on 11th September.
- 10773 To discuss the invitation to bid Parish Partnership 2024/25 - Councillors were asked if there were any projects requiring funding for the next financial year. Councillor Crisp proposed resurfacing either part or all of The Green. This will be added to the next agenda to discuss.

- 10774 To discuss email re disability access over the social club carpark – An email was received from a resident who had difficulty accessing the social club since the shingle had been laid. Councillor Crisp proposed scraping the shingle around the edge of the car park so that wheelchairs can access the social club more easily. All councillors agreed to this proposal. Councillor Crisp to discuss with social club chairman .
- 10775 To confirm support of the Armed Forces Covenant – All councillors agreed to support the Armed Forces Covenant.
- 10776 To discuss planning applications –
- 3PL/2023/0636/F, Well Cottage (formerly Plot 2, White House) Bushy Common - Erection of double garage to serve plot 2 – **All councillors had no objections to this application.**
 - 3PL/2023/0619/VAR, Old School House Church Lane - Variation of Condition No2 **All councillors had no objections to this application.**
 - 3PL/2020/1032/F - new conservation roof window on House 1, new conservation window on House 2, new window on House 1, new window on House 2, Blocked window on House 3, Amendment to layout of new staircase on House 1. **All councillors had no objections to this application.**
 - 3PL/2023/0608/LB, Old School House Church Lane - alterations, extension and conversion of former School and School House into 3 houses (1 existing, 2 new). (amended scheme) **All councillors had no objections to this application.** 3PL/2023/0609/HOU, The Birches 11 Bittering Street - Proposed attached side/rear Cart lodge and Store **All councillors had no objections to this application.**
- 10777 To confirm payments for June: Clerk salary and expenses - £380.69, HMR&C - £91.20, Gressenhall Community Car scheme - £198.05, Gressenhall Community Car Scheme (Breckland) - £207.75, Mr A Crisp - £79.73.
- 10778 Councillor Melton proposed payment of the above. This was seconded by Councillor Keidan and all councillors present agreed.
- 10779 To confirm receipt of the Internal Audit Report – The report has been received with one item stating that the Charity money should be kept in a separate account. It was agreed by all councillors to open a new charity account when opening a new bank account.
- 10780 Report from County Councillor Kiddle–Morris – A report was circulated to all councillors before the meeting.
- 10781 Report from District Councillor Atterwill – Breckland Council are currently updating their Housing Allocation policy and will now become a housing provider. £1.6m is available to purchase homes for Ukrainian and Afghan refugees. Dodson Road sign has been replaced. Swanton Morley have just had installed an ability swing suitable for wheelchair users. The swing can be accessed using a radar key. The Vattenfall Windfarm Community Fund will open for applicants next year. NCC will be receiving government funding for car charging units. It was agreed to add this to the next agenda.
- 10782 Report from District Councillor Duffield – The Sparrow Green planning application will be presented to the Chairman’s Panel tomorrow which will decide whether the application will go to committee. Councillor Duffield receive phone call regarding the affordable housing site. He confirmed that the proposed site was selected as the most viable by Hastoe.

Reports from councillors –

- 10783 Councillor Crisp informed the meeting that the next Horse Fair will take place in two weeks at Bushey Common.
- 10784 Councillor Crisp asked that Norfolk Woods and Hedges list is updated to include the hedges around the allotments and Soken Drive. Clerk to ask Norfolk Woods and Hedges to add this.
- 10785 Councillor Day reported that East Anglian Stone lorries have been using Bittering Street as a thoroughfare. Clerk to contact East Anglian Stone.
- 10786 Councillor Keidan asked what items to include in the box in the News and Views. It was agreed to add a recycling reminder and the play area questionnaire.

10787 Councillor Reader asked when the next litter pick is taking place. Clerk to contact Helen to see if she is happy to arrange this.

In the absence of any further business, the meeting closed at 8:40pm. The next meeting of the parish council will be held on [Tuesday 8th August @ 7:00pm.](#)

Signed: Councillor Beazley

Date: 8th August 2023