

SOUTH CREAKE PARISH COUNCIL

Minutes of the Parish Council meeting of South Creake Parish Council held virtually via Zoom on Monday 1st March, 2021, at 7.30pm.

Present: Councillors, S Freakley (Chair), P Abbey, T Allen, R Chantree, P Collins, L Goodall, B Rosen, B Sexton the Clerk, Sarah Harvey, Michael Adcock (Secretary, Football Club) and two parishioners.

1. The Chair welcomed all those present to the meeting.
2. Apologies
There were no apologies for absence received.
3. Declarations of Interest on Agenda Items
Councillor B Sexton declared a pecuniary interest in Agenda Item 9c, Open Spaces.
4. Parishioner's Participation
There were no comments made.
5. Minutes
The Clerk advised that the minutes had been amended at 12a Highway Matters to state 'A pothole outside 26 to 28 Front Street had also been reported to the Highways Technician.' It was resolved that the minutes of the Parish Council Meeting held on Monday 1st February, 2021, be approved and signed by the Chairman.
6. Matters Arising from the Minutes for Information Only
The Clerk advised that the content for the Information Board to be placed alongside the River Burn required completing. It was noted that Ursula Juta (Catchment & Education Manager, NRT) had supplied some suggestions of content and images that could be included. It was noted that a funding application to the Jack's Lane Community Benefit Fund would be submitted by the deadline of 30th April, 2021.
It was suggested that the Play Area should be temporarily fenced off as a result of recent flooding to the area. It was noted that time was needed to allow the area to completely dry out and allow the area to rejuvenate. It was also considered necessary to assess the condition of the play equipment and the safety surfacing.
7. Flooding/Anglian Water
Councillors S Freakley reported that the flooding was beginning to subside, greatly assisted by pumping into the River Burn. Councillor S Freakley advised that she had met with an Anglian Water representative who had agreed to look at relining the main sewer/drainage network. It was noted that Norfolk County Council's had set up a Flood Alliance Taskforce that was being chaired by General Richard Dannatt and would include representatives from Anglian Water, the Environment Agency, Highways and other drainage authorities. Norfolk County Council as the lead flooding authority hoped to work with the various agencies to look at the issues, hold them to account and put a plan of action in place.
8. Holkham Estate
Following the short presentation from James Bracey (Land & Property Manager) at the February meeting, it was agreed that Holkham Estate should be advised of the Parish Council's three main concerns regarding the additional development within the village and the location of the site. The Parish Council had grave concerns relating to further pressure being placed on the sewage/drainage system within the village. It was noted that severe ground water and drainage issues had been experienced over recent weeks, with only two thirds of the properties within the village

being occupied and making use of the system. Concerns were noted of the effect such pressures would have on the system if it were being used to its full capacity.

The Council agreed that they would like to see any future development include housing that was affordable to local people. It was noted that it was unlikely that the proposed development would offer affordable housing to those local people who require it and that they would remain outpriced from the market.

The Council also had concerns about access to and from the proposed site. Visibility at the entrance/exit to the proposed site was extremely poor, exiting from the site, heading north, being particularly dangerous. It was also noted that Holkham Estate should be made aware of the speeding issues within the village and that the entrance/exit placed at the proposed location could be a particularly dangerous option.

9. Open Spaces

- a. **Football Club** – Mr M Adcock, Secretary, Football Club advised that they hoped to be in a position to submit a funding application for a new Football Club Pavilion to the Jack's Lane Community Benefit Fund at the end of April. It was noted that that there had been some difficulty in obtaining quotes for materials for a new building, but that they had recently approached a local timber frame company who were willing to produce a quote for them at cost price. It was hoped that a full quotation would be obtained within the next 3-4 weeks.

Councillor B Rosen left the meeting.

- b. **Rent License Agreement** – the Clerk advised that Hayley Wright Ltd had provided the Council with some costs/options for a rental agreement. She had suggested that a lifetime tenancy agreement would give the tenants the right to occupy and use the land during their lifetime or until such time as they sold or transferred the property to another person or family member. The cost of a lifetime tenancy would be in the region of £500 plus VAT.

As an alternative she had suggested that the Council could continue to issue an annual licence determinable on a months' notice but that the Council would have the hassle of remembering to renew it each year as well as paying approximately £65 plus VAT each time it was renewed. She advised that the cost of the tenancy could be shared between the two parties or the Parish Council could ask the tenants to cover the entire cost on the basis that no rent was to be charged. The Clerk advised that she had further questioned whether the current Title Plan for the Playing Field would need to be revised with the Land Registry in order to reflect the area of land that formed part of the garden at Burnside as the current Title Plan did not reflect this. It was noted that Hayley Wright had requested access to the original Deeds in order to determine the original boundary of the playing field, these had been obtained and forwarded to her from the Norfolk Records Office. No further comment had been received from Hayley Wright Ltd.

It was considered and agreed that a site meeting should be arranged between the property owners and Councillors S Freakley, P Abbey and B Sexton to try to establish the original boundary. The matter could then be further discussed at the next Parish Council meeting.

- c. **Registering a PROW between Leicester Road and London Lane** – it was noted that a number of User Evidence forms had been completed by residents from the village and that these along with the relevant application forms would be submitted to Norfolk County Council to ask for a modification to be made to the Definitive Map and Statement of Public Rights of Way for the County of Norfolk by adding the restricted byway from Leicester Road to London Lane. The Clerk advised that this would be submitted for examination over the next 2-3 weeks.

10. Parish Council Website

- a. The Clerk advised that she would be undertaking training for the new website imminently with Steve Jackman so that she was able to manage the content of the website going forward. The Clerk advised that a link had been provided so that Councillors could take look at the draft website as it evolved. The Clerk reported that limited content was currently on the website and that she

hoped to build on this and develop the content of the website further once she had completed her training. It was hoped that the website would be submitted to Google for indexing within the next month or so. It was agreed that Councillor P Abbey would collate and provide comments regarding the new website to the Clerk.

11. Correspondence

The following correspondence had been received and the contents noted.

- a. **Email from Parishioner, Condition of Roads/Drains and Moles (Playing Field)** – the Clerk advised that road conditions along Burnham Road and Back Lane had been reported to Highways and to the Borough Council for road sweeping. The road drains would be inspected and cleared once ground water levels had dropped. The Clerk advised that Acorn Pest Control had been asked to trap moles on the Playing Field.
- b. **SENDAT Academy, New Special School in Fakenham** – it was noted that further information including the consultation could be found by visiting www.sendat.academy/dukeoflancaster or emailing email consultation@dukeoflancaster.sendat.academy.
- c. **Office for National Statistics, Census 2021 Update and Q&A Booklet** – noted.
- d. Correspondence received since 24th February, 2021; there had been none received.

12. Highway Matters

- a. Councillor S Freakley reported a pothole outside 2 Avondale Road and spring water erupting from the roadway. Councillor S Freakley also noted that the roadway was subsiding outside 22 – 28 front Street, together with a number of potholes that required attention. Councillor R Chantree reported that the work undertaken to clear the grips along Southgate Road had been ineffective and needed to be looked at again by Highways. **Footway, Bluestone Road** – the Clerk advised that Highways were aware of the condition of the footway in this location and that work would be carried out in the Spring once the weather was drier. Highways would continue to monitor the condition of the pathway until then.
- b. **Speed reduction through the village and B1355** – Councillor S Freakley reported that it was unlikely that neither South Creake or North Creake Parish Councils would need to pay for a Speed Limit Review to be undertaken on the B1355 between the villages.

13. Footway Lighting

- a. There were no issues reported.

14. Finance

- a. Accounts for payment under the Late Payments Interest Act 1998: there were none declared.
- b. Accounts for payment: It was resolved that the following accounts should be paid.
 - 101729 – Wicksteed Leisure Ltd, Play Area Inspection Fee for 2019 - £54.00
 - 101730 – Cozens (UK) Ltd, Street Lighting Maintenance Dec/Jan/Feb - £36.00
 - Standing Order – Clerk’s Salary & Travel (February) - £214.76
- c. Finance received during January: it was noted that no finance had been received.
- d. Financial Statement: The financial statement for January 2021, was considered, approved, and signed by the Chairman.
- e. **Quotation, Good Energy for electrical supply to street lighting** – it was agreed to carry this forward to the April meeting.

15. Planning Matters

- a. **Applications received** - there had been no new planning applications received.
- b. **Applications approved** – it was noted that the following applications had been approved/refused.
APPROVAL
20/01806/F - Siting of a 7.1m x 3.7m Glamping Pod for holiday accommodation at 3 Cranmer Cottages The Common.

16. Allotment Matters

- a. **Use of Vacant Allotments as Horse Paddock, Back Street** – it was noted that Councillor S Freakley had met with the potential tenant and had shown her the site. It was noted that the proposed tenant was keen to rent the vacant allotments for the purpose of a horse paddock. Prior to the meeting, a tenancy agreement outlining the terms and conditions that would need to be met in order to tenant the site had been circulated to all Councillors for their information. It was considered and agreed that the tenant should be charged an annual rent of £100 and should be asked to pay a £100 deposit, that would be refundable on termination of the tenancy (as per the tenancy agreement).
- b. **Matters for information only** – it was agreed that 2 x A3 signs should be purchased for the Back Street allotment site, stating ‘Allotment Holders Only’.

17. Parishioner’s Participation

There were no comments made.

18. It was noted that the next Parish Council Meeting would be held on Wednesday 7th April, 2021 at 7.30pm.

With no other business the Chairman closed the meeting at 8.50 pm.

..... Chairman
7th April, 2021

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL