

CASTLE ACRE PARISH COUNCIL

Minutes of the Parish Council meeting held in the village hall on Thursday 11 October 2018

Present: Mr M Hickey (MH) Chairman Mrs S Moister (SM)
 Mr S Allen (SA) Mr N Patrick (NP)
 Mr Hubbard (TH)

In attendance: Ms L Roast (Clerk), three members of the public

Apologies: Mr L Fisher (LF) Vice-Chairman, Mr M Tate (MT), Ms C Williams (CW), Mrs H Breach (HB), Mr J Moriarty (JM) (Borough Councillor), Mr G Middleton (County Councillor),

- 62. Anglian Water** – their proposed presentation is rescheduled for the November PC meeting.
- 63. Minutes of PC meeting on Thursday 13 September 2018**
TH proposed an amendment to item 104 stating that ‘all forms of replacement bus shelters to the current one on Massingham Road should be considered’. There was no vote on rejecting standard bus shelters, as stated in the draft Minutes. Mrs Sheila Moister seconded. Agreed.
- 64. Draft amendments to Action Plan 2016-2021** – Cllrs agreed to consider this Agenda item earlier than listed to allow the residents in attendance to present their views. MH noted that only one resident (present) had submitted comments on amendments to the draft Action Plan posted online last month. This resident stressed the importance of pedestrian safety when walking along Newton Road which currently has no footway. He proposed a simple footway running down from East Green to Sandy Lane, similar in construction to the ‘trod’ on St James’s Green. Cllrs agreed to restore constructing such a trod to the Action Plan and to obtain outline costs. With Holkham’s agreement, cutting out a natural path along the wide grass verge and controlling the weeds might be an interim safety measure? TH offered to investigate. TH requested a further month to consider the amendments to the draft Action Plan before its final adoption.
- 65. Actions from previous meetings**
- 28. Bailey Gate** – the two posts are ready to be installed on the Stocks Green side of the Gate.
- 49. County Council Highways funding** – Highways advised that £500 is remaining in Cllr Middleton’s NCC 2018/19 special fund for Highways alterations. Highways to clarify with him if this could be used for the proposed alterations to the island signage at the Town Lane/ Massingham Road junction, possibly adding a double sided directional sign to the Ostrich car park?
- 51. Newton Road bridge flooding** – MH continues to chase Highways to re-dig drainage channels.
- 99. Overflowing village litter bins** – the Borough Council has not yet responded to a request for an extra green litter bin adjacent to the one by the children’s play area.
- 27. On-street parking on the corner of Spar shop** – MH reported on competitive prices for a two-way convex traffic mirror - around £500 with post. Its supply could be included in the 2018/19 Parish Partnership funding bid? (deadline 8 December). Cllrs again reviewed other options including double yellow lines and requesting police enforcement. In the interim Cllrs supported seeking funding for a two way traffic mirror.

28. Repositioning the Parish noticeboard at the Spar shop – the posts etc. are ready for installation – still waiting for the shop owner to confirm his agreement in writing.

40 Road surface along Priory Road and Back Lane –The Clerk reported the surface as being inadequate to Highways. They replied : *“The dressing work is widely used in both rural and urban locations and is in our opinion appropriate for the locations. It seals the surface and increases the texture/skid resistance. The locations have been inspected and found to be to the required standards.”*

56 South Acre Ford road closure consultation - MH continues to push our County Cllr to instigate an FOI to determine how the initial Highways consultation on restricting vehicle access was conducted. He sent Cllr Middleton images of a Highways contracted hedge cutter/tractor recently polluting the river whilst cutting back the hedges on either side of the ford.

SAM 2 – this should be back in Castle Acre within the next month.

57 Textile Bin at the Ostrich - ELT has still not removed the bin.

60 Hedges along south side of Bailey Street - Highways contacted. Owned by private farmer . Clerk to contact.

66. PLANNING

18/01705/F - variation of condition 2 of planning permission 14/01143/F to change painted external joinery at The Foundry, Newton Road (comments by 17 October).

Cllrs agreed to support this variation as the proposed windows, thought to be of an adequate quality, are for a new build on land which is just outside of the Conservation Area and screened off Newton Road. However, Cllrs will defer to the Conservation Officer’s opinion as this new dwelling is still within close proximity to a Grade 2 listed building in the Conservation Area.

18/01708/F - proposed single storey front extension, addition of roof light to existing bathroom and minor alterations at Angel Cottage, Bailey Street (comments by 22 October). Cllrs supported the application to extend this cottage just off Bailey Street which is within the Conservation Area. The applicant explained that he plans to include improvements to the heritage of the building by restoring the brickwork to its more original and sympathetic state. Cllrs agreed that by adjusting the drive entrance, any improvement to vehicular access from Bailey Street to the parking area behind will benefit the neighbours as well as the applicant. E-mail read out from a neighbour concerned about the building line and access. The applicant assures Cllrs that the planned extension will not impact on the access.

Holkham Massingham Road reserved matters (RM) planning approval developments:

Update on PC’s complaints to the Borough concerning the officer’s report – the meeting with Borough planners on 21 September was informative. MT questioned the robustness of Castle Acre’s Conservation Area Character Statement. The deputy conservation officer assured the PC that the Borough does everything it is legally able to do to meet conservation objectives, while acknowledging that the process is a balancing act between the applicant, Highways, neighbours and conservation. Replacing wooden windows by plastic can only be refused on new builds. The planners emphasized that our Neighbourhood Plan will strengthen building controls when it is incorporated into the 2036 Local Plan.

Report on Holkham meeting 05 October

Prior to the PC meeting, MH circulated a report of his meeting at Holkham on 5 October with James Bracey, General Manager, land & property. MH summarised the main topics for Cllrs which are reproduced here from his report.

‘MH drew James Bracey’s attention to the e-mail exchange with the Borough planners on the poor report by their officer in approving the MR development. MH went on to review:

House designs. JB agreed that the latest computer generated images are not much different than the designs shown to the PC last year. In his recent e-mail, he stated: ‘We are committed to building an exemplary extension to Castle Acre but this is not without its challenges’. JB stated that further design work is planned and this would be presented to CAPC.

Lighting: JB agreed with CAPC’s demand for no street lights on the site and for permeable surfaced external car parking spaces. He is also against road B being unadopted as this would mean a residents’ association being formed to maintain the road and could make the eight houses facing road B less attractive to sell. JB will negotiate with Highways to adopt road B.

TPOs: He noted CAPC’s demand for TPOs on any new trees.

House selling prices. None yet set. Construction will now not start until early 2019.

Construction costs. It is apparent that these are greater than estimated, particularly for services. UK Power Networks are quoting a large amount for a new transformer and quotes for the pumping station are still awaited.

Four extra dwellings on the approved Massingham Road site. Designated as plots 12 to 15 and comprising of 2 x semi-detached units - one semi would be an ‘affordable/social’ house. JB would like to receive CAPC’s views before submitting a formal planning application later this year. JB noted that these four new dwellings would be subject to CIL. If the planning application is approved quickly, Holkham plans to construct all 15 at the same time.

Future developments and CAPC Neighbourhood Plan.

Noted that it is Holkham’s tentative plan to develop its own housing association in response to enquiries from other Parish Councils with Holkham owned land for exception sites - using their ‘free’ agricultural land to offer houses to local residents at affordable prices to either purchase, rent or for shared equity. MH explained that Freebridge, the housing association provider in Castle Acre, has an agreement with CAPC to offer any of their new properties first to local people. Either Freebridge or Holkham could use the same T&Cs for the three affordable/social houses on the site? MH raised the possibility of using the land between the water tower and St James’ Green as an exception site, though the need for an entrance road off the Massingham Road might make this an uneconomical development?

Arising from comments in the Neighbourhood Plan questionnaire, MH stressed the unpopularity within the village for any extension to Holkham’s approved site with a further 20 - 25 dwellings, as submitted to the Borough in their site options call to 2036. MH explained that both the Borough and Castle Acre’s NP are indicating a further 12 – 15 dwellings to 2036 (ignoring windfalls). The question is where?

Lodge Farm. Holkham has a prospective buyer for the large farm house to turn it into a private home and B&B. Consequently, they will now not renovate the other smaller four outbuildings into dwellings.

Small business Units. JB supports CAPC's view that some of the outbuildings at Manor Farm could be converted in small business units. A large local veterinary practice had expressed interest recently but then withdrew.

Four extra dwellings on the approved Massingham Road site

Cllrs viewed a draft outline layout of the approved Massingham Road site that includes an additional development - designated as plots 12 to 15 - comprising of 2 x semi-detached units, one semi would be an 'affordable/social' house.

Observations were made that the suggested position of the two semi-detached units is less well-proportioned within the north-west area than the initial layout of 11 + 4 dwellings viewed by Cllrs last December which made the site less cramped. Cllrs are critical of the block of eight parking spaces to the rear and questioned why there two extra parking spaces to the side of plot 12, surrounded by a wall? Superfluous to requirements?

The approved RM application calls for a full landscaping plan. Cllrs commented on the minimum illustration of boundary hedging etc., particularly around the north-west corner of the site, compared to the original sketch approved in the outline planning permission. Cllrs called for the final site drawing submitted for planning permission to illustrate the landscaping more prominently.

Cllrs welcomed the extra 'affordable/social' semi-detached dwelling. It is hoped that the other three semis will each be with two bedrooms to make them more affordable for local people to purchase.

67. Health & Safety matters (including tree report)

No new H&S to report. Tree report in hand.

68. Matters requested by Councillors

Registration of rights of way and open access on Holkham land around Castle Acre – update.– Holkham stated that they will withdraw the lands along the Nar from their Deposit. While welcoming this positive gesture, MH explained that it doesn't affect the status of any footpaths that have been walked on over the last 20 years. Still waiting for an official response from Holkham on the PC's proposals for dedicating public rights of way and leasing the four parcels of land along the Nar, plus the water meadows, to CAPC.

The organised mass walk last Sunday across the popular footpaths around the village, organised by John Roff, was a huge success with around 90 residents, plus assorted children and dogs, who joined the walk and signed 99 user evidence forms. Residents suggested that the walk should be organised on a regular basis. John Roff is now collating the forms for eventual presentation to NCC.

Future PC procurement policy – demand use of FSC timber (in support of British Timber). – Cllrs agreed this should be Council policy and to enforce this requirement where possible and if financially viable.

Coach in Stocks Green – SM reported that at 6.50am one morning a coach was almost blocked from driving past the Ostrich on Stocks Green to its base because of parked cars which were not subsequently moved despite the driver continually blasting on his horn.

East of England Ambulance Service – TH reminded the Clerk to contact them to highlight the width/height restrictions at Bailey Gate.

69 **Correspondence**

Mayor's Civic Awards for Voluntary Service - combined with the new KLFM Local Hero Awards. Cllrs noted the call for nominations by January 2019, suggested publicity in the Nar Valley News and for review at the November PC meeting.

Aviva Community Fund. PC to look at possibility of applying through this funding stream which includes funding for Environment (Trods?), Skills for Life and Health and Wellbeing.

Burial Ground corner of Pyes Lane. – a further e-mail received from a great, great grandson of his family buried there suggesting certain improvements to the burial ground. Cllrs agreed not to permit any changes now as any potential work on the burial ground is included in Castle Acre's Heritage Lottery Bid 'Bringing our Heritage Landscape Alive'.

70. **Reports**

Highways – nothing to report..

School – no report

Village Hall – LR reported - concert on 13 October. To report how much dimmer the replacement bulbs in the two overhead lights nearest the stage are to the other two. Noted that new wall lights will be installed.

CAPFA – NP reported: a full clean up on both the playing field and the play area is planned on 20 October which will also include repairing the fencing and swings as well as removing the damaged play equipment. CAPFA is researching grants and funding for new play equipment.

Neighbourhood Plan (NP) – MH reported: the Locality grant application is submitted. Planning experts can then be appointed to assist in finalising the Plan.

BCKLWN – no report.

County Council – no report.

71. **Accounts to be paid**

Mr Tim Hubbard proposed, Mrs Sheila Moister seconded payments.

ACCOUNTS to be paid:

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| Berrymans Glass Recycling Ltd (URM UK Ltd) | £ 34.20 (£5.70 VAT) |
| E.on Energy (electricity) | £ 85.45 (£4.07 VAT)* |
| K&M Lighting Services (Pyes Lane/Newton Road) | £ 78.00 (£13.00 VAT) |
| Paul Davis (painting bench and litter bin at ford) | £220.00 |
| Linda Roast, Clerk's salary (1 July to 30 September) | £556.00 |

* Invoice amount received after Agenda issue, hence different amount.

72. **Village Maintenance**

The Clerk to chase filling the potholes in De Warrenne Place.

73 **Public Question Time** – no questions.

The meeting closed at 9.25pm.

The next full Parish Council meeting is on Thursday 8 October at 7.30pm.