

Castle Acre Parish Council

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Minuted record of Parish Council business conducted at the village hall on 9 September 2021 at 7.30pm.

Present: Mr N Patrick (NP) Vice Chairman, Mr M Hickey (MH), Mr T Hubbard (TH), Mrs S Moister (SM), Mr L Manson (LM), Mr M Tate (MT), Mrs H Breach (HB), Mr S Allen (SA)

In attendance: Mrs L Firth (Clerk), Mr J Moriarty (JM) Borough and NCC Councillor and six members of the public.

51. Apologies: Mr L Fisher (LF) Chairman

52. Presentation by Liz and Dan Marsden - information from residents on imminent works to be applied for planning permission to take place on The Old Vicarage.

-Cllrs thanked Mr & Mrs Marsden for their presentation and for sharing with the PC their plans for the works that they hope to be carried out on The Old Vicarage. Once their planning application has been submitted and processed with the relevant BC authorities, the PC will review and feedback on the application when formally invited to do so by the BC.

53. Presentation by Mark Zipfell- bridge at The Mill, Newton-By-Castle Acre - information from the resident.

-The PC thanked Mr Zipfell for his presentation to Cllrs and for his time. The PC sympathized with his frustrations relating to his current liability for the bridge at The Mill for which they are unable to get liability insurance due to the public highway that runs across it. Cllrs wished Mr Zipfell continued support in his ongoing investigations and endeavours to clarify ownership and liability so that both his family and his home are protected and safe, along with users of the public highway.

54. Minutes of the 9 July 2021 PC meeting and Minutes from the Extraordinary PC meeting on 22 July 2021.

The following corrections were amended to the 9 July Minutes:

a) TH offered to send to the Clerk suggested revision to the wording of item 42. regarding the maple trees on the playing field.

b) Cllrs suggested the description of 'Fiddlers Green' as a location under item no.49, regarding trees overhanging St James Road, was incorrect and should be removed.

Approval proposed by MH, seconded by HB.

The following corrections were amended to the 22 July Minutes:

c) The Clerk pointed out the error in the item numbering, which should start with the number 51 And not 41.

Approval proposed by LM and seconded by SM.

55. Health & Safety.

- No new H&S issues reported.

56. Updates on actions required from previous meetings

41. Surface water flooding and drainage issues Jubilee & Newton Bridges.

-Highways has not yet reported any updates regarding the improvements to the land drainage systems surrounding the village bridges, having contacted the relevant landowners

asking them to do so to ensure the adjoining ditches are maintained correctly. This will help alleviate the back-up in road gullies which are currently not capable of handling all of the flood water during heavy rainfall. Clerk to contact HW and request an update and offer the PC's assistance. MT held a site meeting to discuss outstanding matters at the Castle moat outlet and surface water drainage blockage in Foxes Meadow with HWs' engineers. HW discussed their intentions to investigate the failing drainage system at Foxes Meadow. HW shared their concerns about the possible complexities of solving the flooding issues as it is proving impossible to ascertain the position and route of the outlet of the existing drainage infrastructure. Their first step will be to run a percolation test to assess the capacity of the underlying ground to facilitate the installation of soakaway chambers. This could, if the tests prove positive, lead to the installation of large soakaways beneath both branches of Foxes Meadow. Due to HW's already scheduled workload and allocated budget, the work required for the potential new soakaways may not be carried out for another two years.

If the percolation test show that the ground cannot remove water from soakaways effectively then HW will have to explore another solution.

HW are still investigating the drainage system at the Town Lane and Massingham Road junction and tracing the route of the system to the outlet, which has mainly been resolved. It is suggested that the PC support HW by regularly reporting surface water issues and monitoring the condition of known outlets and gullies to help ensure a good maintenance program is in place.

54. PROW and permissive paths on Holkham land.

- Despite their agreement two years ago, Holkham Estate has yet to sign their NCC Deposit 31C (6) and to add the additional PROW, requested by the PC. The PC is still waiting for Holkham to issue a form of contract which would guarantee continued public access all year round to all current permissive paths across Holkham land around the village (including the path along Emanuel's Common) for the next fifty years. A draft contract is overdue.

6. Ostrich pub - bottle and paper bank.

Unfortunately NP has been unable to action the offer to place temporary collection boxes outside of the barriers for residents to deposit their paper and glass. This is because of a combination of illness and isolation requirements but also due to ongoing discussion with neighbouring property owners about the collection boxes' location. NP will endeavour to seek agreement from the neighbours as to where the collection boxes should be placed which would be satisfactory to all parties and the Clerk will include a request for visitors to the collection boxes not to use the shared driveway as a vehicle turning point when making a drop off at the collection boxes.

21. Play area - parking signs on Massingham Road.

An additional directional parking sign has been purchased to be located on the verge near to the shared access to Boundary Cottage, as requested by the resident of Boundary Cottage. However, due to illness and isolation purposes the sign installation was scheduled later than had originally been hoped. The PC is currently unaware of who is repeatedly removing the directional parking sign from the verge near to the entrance of the playing field. The PC would be more than happy to discuss any issues arising and possible affecting any residents from the positioning of this sign. The PC encourages anyone concerned to get in touch so that a solution may be found.

33. CAPC Bank switch.

The PC is continuing to assess possible bank options, following the clerk's research on moving accounts from HSBC. Cllrs had requested that the clerk seek the opinion of the PC's internal auditor (Price & Co) on the current proposed switch from HSBC to The Unity Trust Bank and the resulting merging of all three PC accounts. The Clerk reported that although the auditor could not foresee any issues with the proposal, he did question as to why the PC simply switched to another bank that does not charge a monthly fee. The three accounts could remain separate plus online banking and online payment transfers while keeping all the current financial checks in place. The Clerk investigated banking with NatWest who currently offer the same arrangements as HSBC. MH proposed the PC gives

the Clerk permission to switch from HSBC to NatWest in light of the auditor's advice. TH seconded. All Cllrs were in agreement.

35. Speed reduction on A1065.

The PC recently reached out to local NCC Councillors in June asking for their support in the introduction of speed limit reductions on the A1065 with particular focus on the junctions at Castle Acre. NCC Cllr Kiddle-Morris is giving his support to the initiative, especially in view of the increased traffic generated by staycationers and second home owners over the weekends. Following introduction of the 50 mph speed limit on the northern section of the A1065 through Weasenham, he would like to see the 50 limit extended to encompass the B1145 junction and the junctions at Newton-by-Castle Acre. The PC will continue dialogue with the NCC and press for these changes. The NCC cabinet member has been asked to prioritise a speed reduction on the A1065 and for the introduction of double white lines at the rise in the road approaching Newton-by-Castle Acre to prevent overtaking. Cllrs have asked the Clerk to go back to Cllr Kiddle-Morris and inform him of their particular concerns over the dangers of road users who are traveling on the A1065 toward Fakenham, wishing to turn right onto Castle Acre Road junction by the George and Dragon pub, with no road box markings to protect them from the oncoming traffic and to remind the Cllr of the fatal road collision that took place at this junction a few years ago. Cllrs also wish to outline to Cllr Kiddle-Morris of the increase in activity at the quarry with its oncoming restoration project that is going to have an impact on this particular junction and the number of vehicles using it.

38. Castle Acre Ford Repairs.

Water Management Alliance (WMA) have agreed to carry out bank repairs at South Acre Road Ford. The PC has advised WMA to move forward with the repair work and not to wait until the process of consulting and introduction of the TRO at the ford has been completed. The PC are currently waiting for WMA to share their design plans for the works so that the PC may feedback and ensure WMA have understood what is required. Work on the gabions has been scheduled for next spring, this work would have happened sooner but has suffered delays following the Covid and various flooding issues that had to take priority. Cllrs' commented on the concrete sacks that had previously been put in place on the river bank are now in the river and need to be removed due to the risk of becoming a pollutant. The PC will await the WMA to share their design of their proposed scheme before making comment on the concrete sacks also.

44a. Path maintenance of Nar Valley Way from Common Lane to South Acre.

Following reports on the section of the Nar Valley Way, between Common Lane in Castle Acre and South Acre requiring serious repair and maintenance, the Clerk informed NCC Trails Officer who had the site assessed and maintenance work carried out on both hedge cutting and path clearance. The Officer admitted further work may be required and advised they would return later in the summer and check on the path again. Clerk to chase the Officer to seek an update.

44e. Invitation to bid for Parish Partnership 2022/23.

The PC has until the end of December 2021 to submit an application to bid for funds under the NCC Parish Partnership scheme. Cllrs were asked to start considering any possible items based on Highway Improvements for discussion at the October PC meeting.

57. Matters requested by Councillors.

a) Local Plan Review Consultation.

BCKLWN is inviting formal representation as part of the Pre-Submission Consultation of the Local Plan Review. PC Cllrs were sent a document that indicates the processes around the decision made at the last PC meeting - to make representation regarding the status of Castle Acre as a Key Rural Service Centre being inappropriate and that a classification as a 'Rural Village' is more appropriate, using both the exiting criteria and those emerging from the Local Plan Review. Cllrs discussed the reasons that the KRSC designation for Castle Acre has become damaging for the village and how the classification scoring system does not take into account the impact on the future village community's environment. There should be allowances for heritage villages like CA to be protected based on mitigating

circumstances such as a) environmental and historic assets and b) insufficient infrastructure to accommodate additional growth. All documentation on this matter can be seen on request via the Clerk. MT to edit PC's response to fit into the relevant sections on the 'online consultation document'. Once this consultation is complete, the Plan will be forwarded for examination by an independent assessor who will check the Plan for tests of soundness that are set out in paragraph 35 of the National Planning Policy Framework (NPPF). MT proposed this approach for the PC's response for the Local Plan Consultation and MH seconded, all Cllrs were in favour.

b) New fencing at the playing field funding options.

Cllrs approved the recommendation to install new playing field 1.2 metre high bow top fencing, with the chosen supplier of G&G Fencing whose quote of £9,510 +vat was the best value from the three quotes received. MH supplied Cllrs with various options on how to allocate funds to this cost. Cllrs discussed and supported the following financing option: to use funds from the Lottery 'Awards For All' grant for £2,000; the BC grant for £5,100 (which the BC confirmed had been successful on 28 July 2021); the remaining balance of £1,400 will come from the Holkham CIL funds and PC reserves (£500). CAPFA has also agreed to contribute £1,000 from their Business Support grant to the project. CAPFA requested that the PC add additional 2.0 metre fencing behind the bow top fence just at the basketball court next to the skate park for health and safety reasons which Cllrs were in support. Following a quote from G&G Fencing for 10m of 2m high Pallas fencing that would be £ 596.00 + vat. MH proposed and LM seconded, all Cllrs approved. Clerk to place the order with G&G Fencing but to also request for a proforma invoice in advance that states a completion date of two to three weeks' time, with payment on completion. This would allow for the clerk to claim the vat back and help with the PC's cashflow.

c) National Lottery Heritage Fund (NLHF) Application.

Two years ago with assistance from a village expert, the PC applied to NLHF and on its third attempt were successful in its bid for funds to support a project in the village titled: 'The Past is All Around Us.' The project will focus on the built and natural heritage of Castle Acre and the idea has arisen from the expressed need of residents and some visitors to know more about the heritage landscape of Castle Acre. The award is approx. £34,000, which will be held and processed through the PC's bank account. Further information on the project can be requested via the Clerk. MH requested approval from Cllrs for a £500 contribution, which the Clerk would confirm in writing to NLHF. MT proposed and TH seconded. Cllrs congratulated MH and were all in support.

d) Digging Up Norfolk- Offshore Transmission Network- NALC Call for action.

Norfolk Association of Local Council (NALC) are asking local Parishes to send their support in writing to a group of parish councils who have been working hard as a team for the past few years to find an alternative way of bringing the huge quantities of power being generated from wind turbines in the North Sea on shore without disrupting the lives of all the people in Norfolk. Several key decisions are to be made in the near future and the group need the support of more local councils in Norfolk. MH proposed to send CAPC's support and MT seconded, all Cllrs in favour. Clerk to respond.

58. Planning.

a) Ref: 21/01311/F - replace existing timber windows with new timber windows at the village hall, Pyes Lane

*HB declared an interest and had no further comment and did not vote on the application. MT proposed and SA seconded to support this application, all Cllrs voted in favour.

b) Ref: 21/01254/F- Proposed dwelling (revised design which began construction in 2005) at Land adj: to The Eyrie, Back Lane, Castle Acre King's Lynn Norfolk PE32 2AR

Cllrs were in full support of the application and all voted in favour but wished to note: the proposed extension makes a considerable change to the original plan and is not a minor alteration - the overall proposed size is a larger footprint and considerably reduces amenity

space to the dwelling. There is no consideration of the tree that overhangs the site and no mention of the established hedge (which should be retained) to the north boundary. The access is shared and the red ownership line around the site erroneously includes the highway verge. The site is not vacant, it is used for vehicle storage and may possibly be contaminated.

59. Correspondence.

a) Pyes Lane Bins, overfilled village dog waste bins.

Following the failure of the BC's Waste Management Team to empty the litter bins on Pyes Lane, due to access issues, on 16 July 2021 and thanks to some swift correspondence between JM and the Head of the BC's Waste Management Team, Serco has admitted they were at fault and credited the PC's account with £100 and also confirmed they will be installing an additional litter bin at the Castle car park as a tourism related bin under their policy. Cllrs asked for the bin to be placed close to the dog waste bin that is on the edge of the Castle car park in the hope that it will help prevent the dog waste bin from being misused and overflowing. Clerk to contact BC's Waste Management Team with the request.

b) Building Site Massingham Road - fence specification

Concerned residents, who are neighbouring the new development on Massingham Road, contacted the PC to raise issue with the possible new fencing that is between the new site and the hedge row in front of their existing properties. Holkham's contact on site, when questioned by residents suggested a small picket style fencing may be erected. MH has since been in touch with the construction manager for the Massingham Road site, Richard Leigh, last Thursday, who appeared to agree with the contention that the fence between the four properties on Massingham Road and the gardens of the new builds must be close board wooden fence panels 1.8m high with standard brown/oak stained finish and not a picket fence. MH pointed out that this is what is shown on the approved landscape site plan and any change might require the Borough to issue a new planning condition. MH stated that there should be a 1.0m space between the current hedgerow and the fencing to allow for hedge maintenance. Cllrs were all in favour of supporting the concerned residents and to push for confirmation by email from Holkham that the original spec: fencing would remain. MH to remain in contact with Holkham.

c) Litter team request for £10 increase in bin bag budget

The CA litter picking team has put in a request for their annual financial support from the PC to increase by £10 to allow for the increased use of bin bags. The PC were in full support of this request. Before the PC actioned this increase, the owners of Wittles Café stepped in and kindly offered to fund the litter team from this point forward. The PC were extremely grateful for the kind offer and thanked Andrew and Simon for their continued support in this matter. Clerk to receive confirmation of the new arrangement on email.

60. Reports.

Highways.

-LM reported: Awaiting response from Holkham Estate regarding their request to lease the field off of Priory Road as an overflow car park, following discussion of the requirements.
-The Newton Road trod is completed just now waiting from TTSR to trim the vegetation back that is now heavily encroaching into it.

Village hall.

-The hall is already looking very busy with bookings for next year, people are encouraged to act quickly if they should hope to secure a booking. A planning application has been submitted to replace several of the hall's windows.

School.

NP shared thanks to Mrs Neary for sharing the school's latest update:

The school is happy to welcome back year one students' parents on site, for an Open Day to see the childrens' work from the past year.

The Castle Acre Baby and Toddler Group will recommence as of Friday 24 September 2021. The 'Friends of Castle Acre School' will be holding their AGM at The Ostrich on 30 September at 7.30pm

CAPFA.

-The committee has fixed a date for the village fete of 12 September. There is a call for raffle and tombola prizes to be donated via the shop or to Charlie Williams, CAPFA's Chairperson.

Neighbourhood Plan.

-MT reported: The Examiner has confirmed that the Plan submitted has passed 'Examination'. However the Steering Group were concerned about two amendments proposed by the examiner and made representation to the Borough Council for them to be reviewed. The examiner wished to remove one of the Plan's 'Important Views'; that from the West Acre Road across the fields towards Back Lane, the Conservation Area and the Church of St James. The NHP Steering Group believe there is some confusion, on the examiners part, and that clarification is required to outline that the 'Important Viewing Point' is in fact from the West Acre Road and not from the middle of a field, which is why the examiner appeared not to support it. The examiner also advised that the proposed site allocation of the Visitor's Car Park be removed from the Plan. This allocation is on the land adjacent to Priory Road between the entrance to the Priory and the start of Common Lane. The land is owned by the Holkham Estate who are currently liaising with the NHP Steering Group regarding a lease for car parking use. Savills Estate Agents who represent Holkham mistakenly stated in their response to Reg.16 Consultation that Holkham have "no intention of leasing the land", it was this statement that prompted the examiner to recommend the allocation be removed. The N.P Steering Group have subsequently secured written confirmation from Holkham, of their intention for the land to be leased by the PC for car parking use.

The Local Authority are supporting the N.P.Steering Group on both issues but because the examiners recommended amendments are being contested the plan has to undergo a further six week consultation period where further comment can be made by;

- the qualifying body (CAPC)
- anyone whose representation was submitted to the examiner and
- any consultation body that was previously consulted.

Once this consultation is complete the Local Authority have up to five weeks to make their final decision regarding the plan content relating to these issues. Once the Local Authorities decisions are finalised the plan will be processed towards the Referendum.

BCKLWN.

1) QEH bids for a new hospital. A bid was submitted to bring a new hospital to King's Lynn and West Norfolk. The BC is confident that there is a very strong case.

2) The BC is encouraging residents to take the food waste challenge to help the environment. By doing so, they could win high street shopping vouchers worth £250. A leaflet has been delivered to every house in the borough highlighting what can and can't recycle in the food caddy. On the back is an #IStickeredMyBin sticker to place on the black waste bin to remind residents to use your food caddy. If the resident has placed their outdoor food caddy out for collection and used the #IStickeredMyBin sticker on their black bin, then they could win £250 to spend on the high street. Each week, for four weeks, a street will be picked to visit at random, and one property will be selected.

3) Councillor Community Grant Scheme – Policy Document. Every BC Councillor will be given a grant budget of £1,000 to award for projects/initiatives/events that will offer community benefits in their own ward area.

4) The BC has recognised the scientific and moral need to act decisively on 'climate change' and believes it is now the right time to declare a 'climate emergency' to magnify the global message for the need for action to local residents, businesses and partners in West Norfolk and signal a strong commitment to help make positive changes.

Norfolk County Council (NCC).

- 1) Norfolk's Cabinet will consider the allocation of the Council's £1.5m Flood Reserve Fund to support urgent works, repairs and to enable recommendations from flood investigation reports.
- 2) Millions of pounds of extra funding to fill and prevent potholes, and £1m for 100 locally important road safety schemes, are set for discussion by Norfolk County Council Cabinet members on Monday 6 September.
- 3) Hard to reach premises in Norfolk are to receive between £115m and £195m of funding as part of the Government's Project Gigabit to provide 1GB per second broadband to up to 119,000 premises. Contracts will be awarded from February 2022.
- 4) As part of the Government's scheme to welcome up to 5,000 vulnerable Afghans to the UK in its first year, with up to a total of 20,000 in the long-term, Norfolk County Council will work closely with the Government and partners to ensure that Norfolk accommodates a share of those refugees.
- 5) A new electric vehicle strategy is set for discussion next week as County Councillors consider practical ways to help boost the uptake of carbon-cutting electric vehicles across Norfolk.
- 6) NCC's 1 million new trees team is encouraging everyone to get planting trees and hedges this autumn and are calling on communities and schools get involved in finding tree planting opportunities in their local area.

61. Accounts to be paid:

Berrymans Glass Recycling Ltd (URM UK Ltd) -July 2021 -August 2021	£37.20 (£6.00 VAT) £37.20 (£6.00 VAT)
E.on Energy (electricity) -July -August	£80.01 (£3.81 VAT) £80.01 (£3.81 VAT)
Greenman Woodlands- tree work carried out to 2 Maple trees situated on playing field (quote dated 07/04/21)	£350
Litter Team bin bags - Paul Slocombe	£19.50 (£3.25 VAT)

- Clerk to reissue missing cheque to Holkham Estate for invoice no.S12432, £100 and cancel the missing cheque no.200074 .

MH proposed and LM seconded approval of the accounts, all Cllrs agreed.

62. Village Maintenance.

a. Hedge on Pales Green

The PC were recently made aware of someone taking it upon themselves to cut back a section of the Pales Green hedge, which meets the road across from their property. The PC wished to remind residents that permission must first be sought to cut this hedge as it is on Holkham land that is leased by the PC. The PC were also displeased with the extreme manner at which the hedge was cut back, looking unsightly for neighbours and potentially harming the plant itself. The PC will discuss the possible need to increase the hedge's cutting schedule with the volunteer who carries out the cuts as following this incident. Another resident on Pales Green, who lives across from the hedge, while not condoning the extreme style of cutting that took place informed the PC that they did feel the hedge should be cut back more than previously, adding that any additional room created on that road could only be a good thing for vehicle access and pedestrian safety.

b. Footbridge adjoining South Acre Road repair to decking required.

Cllrs discussed the recently reported damage to the decking on the footbridge that joins S A Road just before the ford. Clerk to ask the same resident that kindly help with the last repairs. Clerk also to reach out to Norfolk Rivers Trust to see if they can assist with any funding to help with future repairs.

c. Dog Fouling

The BC Enforcement Officer recently patrolled the village, as requested to do so by the PC following complaints of repeat offenders in the village not clearing up after their dogs in areas such as Stocks Green. Their report informed Cllrs that there was cause for them to continue to make regular visits to the village on patrols in the hopes to catch offenders in person.

63. Public questions.

-The Revd. Canon Stuart Nairn wished to address the PC regarding his imminent retirement and thank them for their support over the last twenty-two years of his being Priest at St. James Church, Castle Acre. Thanks was given in particular for the PC's efforts towards the churchyard and work surrounding the Glebe field. Finally wishing to remind those listening of the importance of the public supporting their local Churches who often can only remain running via Gift Aid donations. The PC thanked Rev Stuart Nairn for his service to the village and its residents and wished him a good retirement.

-A member of the public wished for the PC to consider allowing dogs to go on the playing field for public events such as the upcoming village fete. Cllrs discussed the issue but did not feel the rules could be lifted for any one event with coherent justification.

-Cllrs were notified of a message from The Wicken Estate Management of Fireworks display on 17 September, for a memorial service.

The meeting closed at 22.19pm.

The next full Parish Council meeting is scheduled for **Thursday 14 October 2021** at 7.30pm at the CA village hall. Those wishing to attend are asked to inform the Clerk and adhere to Government Covid safety guidelines.