

**SAHAM TONEY PARISH COUNCIL  
MINUTES OF A MEETING HELD ON 3<sup>rd</sup> APRIL 2023**

A meeting of the Parish Council was held on the 3<sup>rd</sup> April 2023 at 7.30 p.m. at the Wells-Cole Community Centre, Saham Toney.

A minute's silence was held at the start of the meeting in memory of Barry Mower. Barry had been a councillor for several years in the early 2000's and was supportive of village events having donated the prizes for the Millennium event and the mugs for the children to celebrate the Platinum Jubilee.

**Present** – Mr. N. Creek in the Chair supported by Messrs J. Baldwin, T. Bunce, D. Freeman, R. Harrold, Mr. G. Morton and Ms. K Avery and Ms. M. Baldwin.

**Apologies for Absence:** Apologies received and accepted from Councillors S. Porter. L. ReesMurphy and S. Rees-Murphy. Ms. H. Crane (District Councillor) and Mr. E. Connolly (County Councillor) had also sent apologies.

1. **Declaration of Interest in Items on the Agenda:** The Chairman declared an interest in the email from Watton and Saham Toney Drainage Group under Correspondence.
2. **To Confirm the Minutes of the Meeting held on the 6<sup>th</sup> March 2023:** The Minutes of the Meeting held on 6<sup>th</sup> March 2023 were proposed by Mr. J. Baldwin seconded by Ms. K. Avery and unanimously approved.
3. **Matters Arising from the Minutes and Action List:**
  - Concrete dumped in the ditch by the layby in Ploughboy Lane. Clerk had reported to Breckland but they would clear it as it is a private ditch. Clerk will try to contact the executors of Neville Garner's Will to get the ditch cleared.
  - Speeding traffic on Long Road – emails on Agenda under Correspondence.
  - Replacement doors and windows at the Community Centre - on Agenda.
  - Work required at the Play Park – Environmental Services have now replied that a larger bin will still be emptied free of charge. The bin has been purchased and discussion as to its positioning is on the Agenda.
  - Sanctuary Meadow road sign – Highways have acknowledged that repair is needed but this has not been actioned yet.
  - Notice Boards from Parish Partnership Grant – An order has been placed for the three new notice boards. The Chairman said that the existing concrete posts will be used for the board on the corner of Richmond Road/Bell Lane and the posts for the other two boards will be cut so the new boards will be at a similar height to the existing ones.
  - Fleur Homes have made a mess of Ovington Road and caused potholes – road condition has improved. Mr. G, Morton is dealing with this.
  - Accident at the Playing Field – nothing further heard.
  - Insurance of the Community Centre building has been paid.
  - Dog Bin on the corner of Bell Lane/Richmond Road has been repaired.
  - Shrubs /fence for the extension of the central bed at the WCCC Car Park – on Agenda

4. **Reports from District/County Councillors:** Neither the District or County Councillors were present. Mr. T. Bunce said that Mr. T. Birt is not standing for re-election at the forthcoming Election.

6. **Public Participation:** No member of the public wished to speak.

7. **Correspondence:**

- Email from the Watton and Saham Toney Drainage Group asking for a contribution towards the website – it was agreed to donate £140.
- Emails re Long Road Speeding problems – Matt Lines, the Highway Engineer for our area, had said that there is no funding available for a footway and also there is not enough land that NCC owns to install a footway. The Council could apply for a parish partnership bid but would have to engage with the land owners to see if they could gift the parish any land for this. As it is such a long stretch of road it would be expensive. One of the Highway Technicians had offered to meet at the location to discuss possible signage and it was agreed that the Clerk arrange a meeting. Councillors Creek, Freeman and Harrold to attend.
- Email from a parishioner about the debris that has been extracted from the river – the Chairman will speak to the person who deposited this.

8. **To Approve Accounts for Payment:** The following Accounts were paid between meetings: -

- The Parish Notice Board Company – £2214 – 50% deposit for the notice boards
- NBB Limited - £498.00 – larger bin for Community Centre
- Mrs. E. Stubbings - £72.47 – from the Orchards funds
- BHIB - £682.57 – Community Centre insurance (to be repaid from the Community Centre Accounts)

The following accounts are due for payment: -

- Su-Bridge Pet Supplies Limited - £86.00 – pads for the defibrillator at the Sports Pavilion
- Mr. N. Creek - £138.00 – pads for the defibrillator
- Saham Toney Fuel Allotment - £250 – rent for the Allotment site (£150 to be repaid by the Allotment Association)
- Norfolk Association of Local Councils - £437.22 – membership subscription and website.
- Mrs. J.S. Glenn - £544.93 - Salary
- Mr. J. Baldwin - £30 – repairs to lampposts
- Drainage Group - £140 – donation towards website costs

The payment of these accounts was proposed by Mr. T. Bunce, seconded by Mr. R. Harrold and unanimously agreed.

9. **To Arrange a Date for an Internal Audit Meeting:** This was arranged for Wednesday the 19<sup>th</sup> April at 7.30 p.m.

10. **To Consider any Planning Matters:** Planning Refusal received to Plan 3PL/2023/0075/HOU

– proposed front single storey double garage at Laurel House, Ploughboy Lane. Planning Permission received to Plan 3PL/2023/0105/HOU – proposed extension and alterations at Olive Tree Cottage, Chequers Lane, Plan 3PL/2022/0581/F -siting of Temporary Mobile Home for 2 years (retrospective) at Otterwood Kennels, Dereham Road, Plan 3PL/2023/0147/HOU – demolition and replacement single storey rear extensions and internal alterations at Longacre, 66 Richmond Road and Plan 3SR/2022/0006/SCR -proposed winter fill irrigation reservoir – Screening Option at Land at Saham Hall Farm.

The following plans were discussed: -

- Plan 3PL/2023/0276/F – change of use of land from agricultural (Grade 3) to private equestrian use, including open barn and portable field shelter at land at Coburg Lane. This plan is in the parish of Ashill and joins the Saham Toney parish boundary. There were no objections.
- Plan 3PL/2023/0294/HOU – proposed rear extension with Juliet Balcony at Appleridge, 147 Hills Road and amended plan for existing dwelling to be rendered and changes to proposed roof materials – no objection

**11. To discuss and agree Quote for Replacement Windows/Doors at the Community Centre:**

After discussion it was agreed to consider two quotes – CMJ Designs and Wymondham Windows. Mr. D. Freeman proposed that the Chairman try to get the quote down to £25,000 and accept the quote from whichever company agrees to this price. This was seconded by Mr. T. Bunce and agreed. The Chairman to also query why Wymondham Window’s price for the large bar window is almost twice the price of CMJ Design’s quote.

**12. To agree a quote for the central reservation at the Community Centre:** A quote had been received from Trell but the Chairman said he was not happy with the design suggested by them. The fencing would be between the trees leaving a small gap in the middle and curving around the lampposts at each end. Ms. K. Avery had obtained a quote for supply only of the fencing from F.H. Brundle which was considerable cheaper but installation costs would need to be added. Mr. R. Harrold suggest we ask our new grounds contractor for a price as he also does fencing – Clerk will contact Groundscape.

**13. To discuss and agree a position for the new rubbish bin at the Community Centre land:**

The signage on the new bin was discussed and it was agreed that a dual sign is needed indicating the bin is for litter and dog waste. It was agreed to put the bin near to the play area on the grass behind the car park.

Ms. M. Baldwin said a dog bin is needed in Hills Road and she was prepared to have this on her land on the corner of Hills Road/Ploughboy Lane. Clerk to make enquiries again about a bin for Hills Road.

**14. To Consider Reports from Outside Organisations:** Mr. R. Harrold said the Wayland Partnership had held a Representatives Meeting and Liz Witcher from the Drainage Group had attended and given a summary of the work done. Thompson and 2 other village reps had also asked for help with the flooding problems in their villages. The Gallery Manager is leaving but there is someone else in line to replace her. The Partnership now has access to its bank account again after Barclays had closed it.

**15. Items for the next Agenda:** The following items to be on the April Agenda: All items required for the Annual Parish Meeting, Approval of accounts and Annual Return, and fencing for central reservation at the Community Centre.

**16. To Confirm the Date and Time of the Next Parish Council Meeting: Tuesday the 9<sup>th</sup> May 2023** at 7.30 p.m. at the Wells-Cole Community Centre, Bell Lane. This is the Annual Meeting of the Parish Council.

The Meeting closed at 9.00 p.m.

### **Parish Matters**

Ms. K. Avery said the unsafe garages at the Playing Field have still not been demolished. Mr. T. Bunce said the Playing Field now has a plan to extend the Clubhouse to store the equipment with improved changing rooms. Mr. G. Morton said he knows of other Rugby Clubs who have received large grants for work such as this. Clerk will contact the Playing Field Committee.

Mr. J. Baldwin said there are large ruts in the Coburg Lane footpath – the Clerk said this has been reported to Countryside Access Officer (South Norfolk & Breckland) Community & Environmental Services at Norfolk County Council and they have received photos of the damage and are writing to the landowners.

Mr. T. Bunce said Mr. T. Goddard had been in touch as he was concerned about the work to the Cley Pit. Mr. Goddard had put in 9 leaky dams and was not impressed with the work that the NCC had done. He would like to tour the parish with Steve Halls and a couple of councillors. The Chairman will speak to Steve Halls about a visit to the parish.

Mr. T. Bunce said the Heritage Group have an event at the Hall on the 14<sup>th</sup> April from 7-9 p.m. and it would be good if some councillors could attend this.

Mr. T. Bunce said the Resilience Plan is almost complete and will be updated after the Election.

The following matters to be reported to Highways: -

- the road sign for Richmond Road on the Su-Bridge corner is missing – this has been reported but Clerk will report again.
- overhanging tree on the Su-Bridge corner which is in danger of falling onto the road
- branch sticking out into the Road by the new property near Broom Hall