

**SAHAM TONEY PARISH COUNCIL
MINUTES OF A MEETING HELD ON 5th FEBRUARY 2024**

A meeting of the Parish Council was held on the 5th February 2024 at 7.30 p.m. at the Wells-Cole Community Centre, Saham Toney.

Present – Mr. J. Baldwin in the Chair supported by Messrs N. Creek, R. Harrold, L. Rees-Murphy, S. Rees-Murphy. and A. Wilson, Ms. K Avery and Ms. M. Baldwin. Mr. P. Bate (District Councillor) was also present.

Eight parishioners were present.

1. Apologies for Absence: Apologies received and accepted from Councillors D. Freeman and G. Morton and District Councillor Ms. H. Crane.

2. To Receive Declarations of Interest from Members on Items on the Agenda: There were no declarations of interest in the Agenda items.

3. To Confirm the Minutes of the Meeting held on the 8th January 2024: The Minutes of the meeting were proposed by Ms. K. Avery, seconded by Ms. M. Baldwin and unanimously agreed.

4. To report matters arising from the minutes:

- Repairs to the Council's shed at the Community Centre – this is still ongoing.
- Dog Signs for the Playing Field and Community Centre land – These have been delivered and are awaiting installation.
- Erosion of verges in Cley Lane/Chequers Lane – Highways could not find the problem and want photographic evidence to investigate further. The Chair will take some photos for the Clerk to submit.
- Drainage problem at the entrance to the Wells-Cole Community Centre – Clerk has sent an email to Trelle but no reply has been received as yet.
- Missing road sign on Richmond Road – reported for a third time. Mr. N. Creek will supply a grid reference for the Clerk to send to Breckland.
- Work to trees and ditch at the back of the Community Centre will be carried out later in the year when the ground is dry. Quote awaited.
- Pot holes on Ploughboy Lane – have not been filled – Clerk will report again.
- Pot holes on Bell Lane and the Su=Bridge corner will be reported.
- Introduction of councillors at meetings – on Agenda
- Riparian owners in Cley Lane. Councillors D. Freeman and N. Creek met with parishioners on Cley Lane and toured the grounds to see the work that has been done and what they plan to do in the future at Littleton Farm. All ditches are in a good condition and have been cleaned and widened but there is a problem with a ditch that adjoins Littleton Farm. There are a couple of ponds which will be cleaned and extended to make sure they hold more water.
Regarding the open section of the ditch in Cley Lane that borders Littleton Farm, there is some concern because of the gas pipe and the landowners should not be expected to maintain this – clarification is needed. Clerk will contact Highways. This also applies to the ditch outside the new house on Chequers Lane.

The ditch that runs through Warwick Farm from the culvert in the far corner by Amys Close to Cley Lane is in good condition apart from about 10 meters which runs from Cley Lane up to the front corner of the house. This ditch hardly ever has any water in it, the only water is at the front of the property in the ditch that runs along Cley Lane.

The residents were very amenable and welcomed the face-to-face visit. They felt the Council's letter which was previously sent about riparian responsibilities was quite terse and perhaps a bit threatening. The visit was very worthwhile.

- Emergency Plan – on Agenda.
- Biodiversity Policy – a sub-committee will be formed at the next meeting after Ms. Avery has attended the NALC Biodiversity online meeting in February.
- A Review of Flooding at the Allotments. A Flood Meeting to discuss flooding in the village has been arranged for the 19th March when Councillors E. Connolly and Ms. H. Crane will attend together with Steve Halls from the LLFA and Liz Witcher from the Drainage Group. This will be advertised on social media, on the website and on the village notice boards. Clerk to ask if it can be advertised on the front cover of the Saham Saga.
- Overgrown hedges on Richmond Road – Clerk has asked householders to keep their hedges cut back to keep pavements clear.

5. Reports from District/County Councillors: There was no report from Ms. H. Crane but Mr. P. Bate reported as follows: -

At the council meeting on the 25th of January the opposition asked whether the extra funding we have received from the Government was too little too late. Too little in that there wasn't much of it and too late in that, financial plans have already been made. The cabinet responded that any extra money was welcome. Also, the cabinet were asked about nutrient neutrality and the hardship this was causing local builders because of its effects on house building. The cabinet and opposition agree and work is ongoing to blunt this and to build the houses that are needed.

It was pointed out that some people are finding the local plan difficult to access and to understand. The cabinet said they have tried to make it accessible and will continue to work on this.

6. Time allocated for members of the public to speak (maximum 20 minutes): The Chair introduced this item. In accordance with the standing order this is 20 minutes with a maximum of 3 minutes per person. Your question or concerns may be addressed straightaway or placed on the agenda for next month. Any questions or comments on agenda items will be noted, and if needed, I may ask if you are happy to speak during the agenda item to aid councillors. I ask that you address the Chair and no other councillors with your name and where you are in the area followed by your question or concern. A parishioner asked if the Council had received the Local Plan Development Options and Design Guide Consultation from Breckland Council. Neither the Clerk nor the councillors could recall this but Clerk found the email post meeting

7. Correspondence:

- Emails from George Freeman in relation to flooding and speeding – Nothing concrete in these emails – just asking the Council to keep him informed of any work. Clerk had invited Mr. Freeman to attend the Flood Meeting but as the house is sitting, he has to be in London that week.
- Email from the CPRE with views and advice for comments on the Breckland Local Plan Consultation – this was passed to Mr. T. Bunce who is compiling a response from the Council.
- Email from Filigree Communications with slides from Breckland's Local Plan Workshop (The Council will be updated on this at item 10 on the agenda)

8. To Approve Accounts for Payment: The following accounts are due for payment: -

- Mr. J. Baldwin- £180 – grounds maintenance in the parish
- Mrs. J.S. Glenn - £544.93 – salary
- Bradenham Hall Gardens - £297.60 – Plant labels for the Orchard Group (paid from their funds)

The payment of these accounts was proposed by Mr. L. Rees-Murphy, seconded by Ms. M. Baldwin and unanimously agreed.

The balances on the accounts as at 28th January 2024 were: -

Community Account - £27,304.46
Business Savings Account - £23,077.49

9. To Consider Planning Matters: - Planning Permission received to Plan 3PL/2023/1189/F = removal of existing portacabins and the provision of additional office space utilising existing mezzanine floor at Su Bridge Pet Supplies. The following plan was discussed: -

- .3PL/2024/14/F – proposed installation of new odour abatement plant complete with associated ductwork, flue and concrete plinth at the Abattoir, Cranswick Country Foods, Brandon Road – no objections.

10. To Invite a Parishioner to Update the Council on the Filigree Communications Workshop on Breckland Council's Local Plan which he attended on behalf of the Council:

Mr. T. Bunce said he had attended the Filigree Presentation on the Local Plan and was surprised to see that no councillors were present. Filigree are data gathering on behalf of Breckland Council. The Parish Council cannot rely on the Neighbourhood Plan to protect against development in the parish. There are five points that need to be answered and Mr. Bunce outlined these and will send the answers to the Clerk for circulation to all councillors before submission.

11. To Appoint a Co-ordinator for the Emergency Plan and agree printing costs for the Plan and Householder Leaflet: Ms K. Avery said Mr. T. Bunce had volunteered to be the Co-ordinator for the Emergency Plan and proposed Mr. Bunce be appointed. This was seconded by Ms. M Baldwin and unanimously agreed. It was agreed that the Plan can be printed from the computer enabling alterations to be easily made. The cost for printing the Householder Leaflet is £230 in colour and £145 in black and white. On a majority vote it was agreed to print the Leaflet in colour.

12. To discuss Introduction of Councillors at meetings – the present meeting format has been used for the last 104 years: The Chair said a lengthy discussion took place at last month's meeting about introducing ourselves in meetings and what councillors wish to do. There are some that don't see the need for this and others that do. Councillors do this on behalf of the parish as volunteers, we are here because we care and wish to make the best difference we can, councillors' names are in the Saga and on the website with photos. Those parishioners who regularly attend meetings should be able to put a name to a face.

A councillor made a suggestion of having one of the notice boards in the Small Hall to display our names and faces which is a good idea and a better way forward. Parish Council meetings are for councillors to discuss and debate parish matters. During Public Participation, the public that attends can ask questions about parish matters, concerns and previous discussions in the minutes of the last meeting, then listen in for the remaining meeting, unless asked to speak in the meeting by the Chair.

15.6 Bird sanctuary – Nothing to report.

15.7 Any Other Reports – There were no other reports.

16. Items for the next agenda (not for discussion): The following items will be on the next Agenda:

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- To Prepare for the Flood Meeting
- To fix a Date for Meeting with WCCC
- To form a Bio Diversity Sub Committee
- The Bird Sanctuary

17. To confirm the date and time of the next Parish Council Meeting –Monday the 4th March 2024 at the Wells-Cole Community Centre, Bell Lane.

18. To propose a Motion to Exclude Public and Press from the meeting to discuss Sensitive Matters: Two matters were discussed.

The meeting closed at 9.10 p.m.