

MINUTES OF THE MEETING OF CATFIELD PARISH COUNCIL HELD at 7pm on
WEDNESDAY 1st FEBRUARY 2023 IN THE VILLAGE HALL

Attendance: Mr Read in the Chair, Mrs Jeffreys, Mr Harris, Mr Edwards, Dr Harris, Ms Johnson, Mr Filgate, Mr Hill, Dr Bacon, Mrs Briscoe, Cllr Taylor (District Councillor), Cllr Grove-Jones (District Councillor), Cllr Price (County Councillor), Mrs Cunningham (Clerk) and six members of the public.

The meeting is being recorded for the purpose of producing the minutes.

Meeting started: 19.05

1. Apologies and approval of absences

Apologies received and accepted from Mr Jordan.

2. Declarations of interests

None declared.

3. To approve as accurate minutes of the previous meeting

The minutes from the Parish Council meeting held on 4th January were approved by all, with no amendments. Chairman duly signed.

4. Public participation session (10 minutes)

4.1 **Public** - A parishioner requested evasive lighting to be added to the next agenda and was asked to forward any relevant information to the Clerk. **Action: Clerk to add to agenda.**

4.2 **Cllr Grove-Jones** – Mr Read read her report aloud. Work restarted on the A149 Sands site and completion anticipated in the next few months. No news re Lea Rd or the old Hamilton House site developments. NNDC are awaiting to hear about the mitigation measures. SERCO will now dispose of old batteries. Place in clear self-sealing bags and leave on top of the waste collection bin. ID recognition now required from voters at elections. Passports and driving licences are allowed, or you can apply for a postal vote or a voter authority certificate online or from NNDC.

4.3 **Cllr Taylor** - The 'warm bank' is going well with residents of Catfield contributing. NNDC was not successful in their levelling up bids, with NW Norfolk & Great Yarmouth receiving over £20 million for redevelopment projects. This is the 4th failed attempt by NNDC to win Government money. New system being implemented so North Norfolk Parish Councils are informed of planning application results in their areas. This should be operational by end February.

4.4 **Cllr Price** – The Sea Palling exhibition commemorating 70 years since the East Coast floods, was successful with 550 people visiting and a moving memorial service lead by the Bishop of Norwich. The old bridge at Potter Heigham is still closed to vehicles. The 'County Deal' was agreed in principal and will be finalised in Feb. Duncan Baker MP has raised funds for 106 generators, which will be taken to the Ukraine.

Cllr Price asked if item 12 could be discussed earlier. All in agreement to bring forward.

5. Matters Arising

Report on actions from the previous meeting

c/f - Filing of old PC records - Mr Harris to prepare schedule of documents before filing at Records Office – Mr Harris has prepared a record of all documents held and a list of questions re gaps. **Action: Clerk to distribute and add to March agenda.**

c/f - Damaged wooden boards in Noticeboard (corner of New St & New Road) - Mr Read to continue to try and source thinner fibre board to make it easier to use - Mr Read unable to source. As noticeboard is still workable without, agreed item to be removed from action plan.

c/f - Village Hall - Mrs Jeffreys to organise working group and update the PC with any costings, information etc, in 6 months – **Action: Mrs Jeffreys to update March 2023**

4.1a – Public Complaint re Anglian Water. Clerk to email them to provide their procedures how they would deal with the issue in future, drawing attention to matter on 2nd August 2022. **Action: Clerk to contact Anglian Water.**

4.1b – Public Complaint re water at Lea Road. Parishioner spoke to Cllr Price. Clerk to liaise with Cllr Price. **Action: Cllr Price to chase.**

c/f - Fly-tipping on playing field - Mr Read to chain and lock gates to protect playing surface - Mr Hill has taken post to repair and will weld combination lock to chain. **Action: Mr Hill to finalise work.**

6.3 - Planning – Ludham Water Tower - a) Clerk to write to advise of incorrect address – Action complete & b) Clerk to contact NNDC to ask for future updates re planning decisions - Clerk emailed.

7.4 - To discuss any response from EA and NE to PC letters re discharge of polluted water into the Ants Broads and Marshes SSSI - a) Dr Bacon to forward CSF report to Clerk – Actioned. b) Clerk to write requesting date of dye testing - Clerk actioned.

8.1 - Correspondence – Mud on roads on/around Fenside - Mr Harris to draft letter to Highways - Actioned – further discussion under item 8.1

9 - Offer of Allotments - Mrs Briscoe to review both contracts. To be discussed under item 9

11 - Replacement of Village bench - Bench ordered. To be discussed under item 11

12.1 - Highways Inspection Parish Visit - Clerk to request date of inspection from Highways - Clerk requested again – to be discussed under item 12.1

12.2 - To discuss possible creation of pedestrian verge alongside the Mushroom site - Mrs Briscoe to draft letter to the landowner – To be discussed under item 12.2

12.4 - Any other Highways or road safety issues. Clerk to write to homeowner (re the Street near the Crown) asking for hedge to be trimmed back to edge of bank - Clerk actioned. Wrote to homeowner.

13.2 - Contribution of lawnmower cost for All Saints Churchyard grass cutting - Clerk to write advising of £250 per year contribution over 4-year period - Clerk actioned.

14 - Length of Meetings - Clerk to ask CEG to supply summary prior to meetings - Clerk actioned

15.1 - Village Hall - Mrs Jeffreys to attend VH Committee meeting - To be discussed under item 14.1

12. Highways & Road Safety – brought forward at request of Cllr Price.

12.1 Highways Inspection Parish Visit – To discuss any update on previous/future inspection.

Cllr Price advised the routine inspections are taking longer to complete and the inspector will update date when he can. An email had previously been sent to Highways, including a map asking them to mark the roads with their categorization and advise how often and which verges are cut and how drainage grips are installed/maintained. **Action: Clerk to chase.**

12.2 To discuss any update re possible creation of pedestrian verge alongside the Mushroom site.

Mrs Briscoe found there were 3 landowners, so the letter was drafted and sent to Cllr Price to liaise with Highways. Mr Harris said it's in the public interest the footway should be opened and we have established, from a Highways response, that the PC has a good legal right to do so. Cllr Price suggested a possible trod and said, as it is in the interest of the Parish, the fence should be enforced to be moved back and he would be happy to take this forward and provide answers by the next meeting. **Action: Cllr Price to liaise with Highways.**

12.3 To discuss speeding in the village

Cllr Price said the Community Speed Watch Teams are trained by the Police. Mr Read said the problem is, they are not checking the speeding during rush hours which Cllr Price agreed is a waste of resources and said he is continually campaigning against speeding.

12.4 Any other Highways or road safety issues

Dr Bacon raised issue of a particularly deep pothole at How Hill Road. Mr Filgate said there are two security lights on the FloGas building and when heading towards Potter Heigham, from Catfield, the height of the lights are similar to the cars on the A149, causing confusion to the motorists, particularly at the corner of New Road. Mr Harris said he mentioned this previously, but they were then turned down, so proposed the PC write to Highways and Dr Bacon suggested contacting the Planning Authority, as rules about the lighting was included. Mr Edwards seconded. All in favour. **Action: Clerk to email Highways and Planning Authority.**

- 8.3 **To discuss request for speed limit restriction at Catfield Staithe** - This was brought forward to include Cllr Price – Mr Read explained a request had been received to install a 30mph limit around houses at Catfield Staithe. Cllr Price suggested the PC write to Highways and cc Cllr Price, with the request. **Action: Clerk to email to Highways.**

6. Planning

- 6.1 **PF/22/2301 - Land Off Long Lane, Catfield** - Dr Bacon said this was not a formal traveller's site with County Council recognition and the status of the land is agricultural but been used for amenity purposes. He said the application site marked in red is in Ludham, agricultural land is being misused, and neighbours have said they are not happy about it. The proposed site is approx 85 yards from the FloGas site and 100 yards from the caravan, so within explosion range that was highlighted on the original application and no-one should be allowed residential status within that radius. Mr Harris proposed Dr Bacon draft a letter to respond to planning objecting the application and listing the substantive reasons quoted. Mrs Jeffreys seconded. All in favour. **Action: Dr Bacon to draft objection.**
- 6.2 **PF/22/1830 - 24 St Catherines Avenue, Catfield – Re-consultation** – Mr Harris said there was very little comment about this application and as there is a site, proposed the PC should support it. Mrs Jeffreys seconded. All in favour. **Action: Clerk to confirm no objection to planning application.**
- 6.3 **To discuss Planning Dept response regarding loss/use of agricultural land** – Letter received from planning which explained reason for approval on grade 1 agricultural land. Cllr Grove-Jones said solar panels are usually given permission for 25-30 years. Nothing further to discuss.
- 6.4 **Any other planning matters** – None.

7. Environmental

- 7.1 **To discuss CEG project at the corner of New Road and The Street** – A parishioner advised the CEG had received permission to proceed with the bench and planters and an application will be made to NNDC Sustainable Communities Funds for funds to purchase and install them.
- 7.2 **Any other Catfield Environmental Group updates** – The parishioner advised the CEG are expecting some guidance from officers at Norfolk Wildlife Trust in the spring re Sandholes and they will be litter picking and removing tree guards on 4th February. Some daffodils, planted at the end of last year, have started appearing, especially outside Trend. The December litter pick was cancelled and rescheduled for 11th March. The CEG are running a Bingo Evening in the VH on 3rd March. £10 entry includes 6 games, refreshments and a raffle ticket to win a hamper. Mr Read thanked them for trying to brighten the village.

8. Correspondence

- 8.1 **To discuss any update re mud on roads on and around Fenside** – Mr Read said he never received a follow-up after calling the police, so rang them. He said their answer was conflicting to that of a letter received from the landowner. Mr Edwards said the PC is here to represent the parishioners and as we had received two complaints, we need to find a solution that suits all parties. Dr Harris said her hedge root systems have been damaged by vehicles driving on the verges and disagrees with the landowner's letter, that says no offence has been committed. Mr Harris said this a replay of 2020 and the issue is the verges because it is the damage to them that causes the mud. Mr Hill said the PC should have spoken directly to the landowner and the size of his vehicles should be established, as he believes, there is no proof he is causing the issue. Mr Harris said the landowner met with the Chairman in 2020 but had written saying 'I or my contractors or licensees have not damaged any verges and it is not illegal to drive on the verges', however, he added, there is a strong photographic portfolio showing the destruction of verges, along with eyewitness accounts. Mr Hill feels that there should be a meeting, with everyone, including the landowner, to discuss the issues. He also said the landowner cleared the roads of leaf mulch as the roads were bad, initially. Mr Harris said he would be in favour of a weight

restriction being put on Fenside. Mr Harris proposed as the PC have presented Highways with the evidence, the PC should await their response as to whether they agree there is a problem, as the local MP does, then decide how to proceed.

- 8.2 **To discuss request for bus shelter (village hall side/opposite on Parkers Close)** – The PC had received a letter requesting a bus shelter and said it was not an unreasonable request. There were several questions raised regarding the cost of shelters, whether the PC can obtain funding, the responsibility, whether two shelters would be needed (opposite side as well), obtaining planning permissions etc. **Action: Dr Harris agreed to research further and report next meeting.**

Although not specifically listed on the agenda, the ongoing subject of discharge of polluted water into the Ants Broads and Marshes SSSI was raised. This is also in response to a letter from a landowner received after the agenda set but was relevant to discuss. Mr Harris provided photos to all Cllrs to show the pipe that discharges to the Fen, which shows sewage bloom. He said the EA sent 2 people to the school for dye testing to establish the cause of the pollution. The risk is that some of the effluent from the school is getting into the pipe and into the Fen.

9. Update on Catfield United Charities area of land for possible allotments

Dr Bacon said the priority should be to clear the land as a matter of urgency before 1st March because of potential nesting birds. Mr Read passed around wide angled photos of the plot to meet the Poors Trust stipulation of returning the plot 'in no worse condition', if needed. The photos are to be signed and dated by the PC and the Poors Trust. Ms Johnson was concerned about marking the plots and Mr Hill suggested those who have shown interest in taking a plot should meet on site and, based on order of interest raised, should be given the option to pick their own plot. Mr Harris said he would provide a couple of people, for a couple of hours, to help out on site. Ms Johnson proposed the PC accept the agreement Mrs Briscoe had drafted. Mrs Jeffreys seconded. All in favour. **Action: Mrs Briscoe to ensure agreement between tenants and PC conditions agree to those of the PC and Poors Trust.**

10. To discuss latest safety measures for Catfield Village Hall recreation ground

Mrs Jeffreys thanked Mr Hill, Dr Bacon and Bob for their help, with Mr Hill doing the majority of the work. Mrs Jeffreys advised the main work is now complete - the tyre wall has been removed, spikes have been added to the top of the swings, bark will be added under the dome and boards replaced on the climbing frame. Mr Read thanked Mrs Jeffreys and Mr Hill for all the work they have done.

11. Update of replacement Village Hall bench

Mr Read advised the donated bench was delivered to him yesterday. Mr Edwards offered to help transport the bench to the VH site, where they will position and bolt in place. **Action: Mr Read & Mr Edwards to position and affix new VH bench.**

13. Finance

13.1 To approve payments:

Cheque 101306 - £250.00 – Catfield Parochial Church Council

Cheque 101307 - Clerk salary & expenses

Cheque 101308 - £100 – Catfield Parish Council – as opening transaction for new bank account.

As only one cheque signatory was present, Mr Read agreed to take the cheques to obtain the second cheque signature. Dr Bacon asked for approval to sign the cheque payable to the Church, as he has an interest in the Church Council. All in favour.

13.2 Update of new bank account

The Clerk provided sealed envelopes to each of the new bank cheque signatories, and advised the new bank account was now open. **Action: Clerk to check re interest paying account.**

Although not specifically listed on the agenda, the PC had received late notification regarding the recent precept from NNDC. NNDC advised they made an error in the taxbase calculations and were asking the PC

to confirm whether they wish to proceed with the existing precept or amend it. Mrs Jeffreys proposed the precept remain the same, with no amendment. Mr Hill seconded. All in favour. **Action: Clerk to advise NNDC of no change to precept.**

14. Progress reports for information

- 14.1 **Village Hall** – Mrs Jeffreys advised she attended the VH meeting 23rd Jan and updated them that Mr Hill had been on the roof and cleared off moss and the gutters, that the PC was happy with the outside lights they suggested and updated them on the purpose of the upcoming VH presentation.
Mr Hill advised he had been on the roof to try to find where leak had occurred but unable to accurately locate the position but offered to look again. Dr Bacon volunteered to assist. **Action: Mr Hill to reassess roof for leak.**
- 14.2 **All Saints Church** – Dr Bacon advised there was nothing specific to report.
- 14.3 **Poor's Trust** – Dr Harris advised they were awaiting the 2nd valuation.
- 14.4 **Any other reports** – None but Mr Hill advised he believes the recreation ground hedge had been cut this week.

15. To discuss date for May meeting and Annual Parish meeting, following the local elections

Mr Read advised due to the bank holiday, coronation and the elections all happening together early in May, that a different date may be preferential. Mr Harris proposed the May meeting be held on Wednesday 17th May. Mr Hill seconded. All in favour. **Action: Clerk to book Village Hall.**

16. Matters for next Agenda and information

To confirm the date of the next meeting, scheduled for **1st March 2023.**

No decisions can be under this item, for information purposes only

Meeting finished at 10.10 pm

Chairman Signature: _____

Date: _____

Chairman Name: _____