

HONINGHAM PARISH COUNCIL

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Draft Minutes of the Council meeting on Wednesday 9th September 2020, 7.00pm via Zoom Video Conferencing

Cllrs present:

David Bishop – Chair (DB), Linda Human (LH), Roger Human (RH), Michael Eales (ME), Richard Kirkham (RK)

Cllrs absent:

Sam Steggles (SS)

Other:

Jordana Wheeler (Clerk), Cllr Greg Peck (GP), Cllr Peter Bullman (PB), 1 member of the public was present.

This meeting took place via video conference due to the current Coronavirus pandemic and current government guidelines.

1. Apologies for Absence
 - 1.1. Apologies were received from SS. All other Councillors were present.
2. To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
 - 2.1. There were no declarations of interest in any items on the agenda.
3. To approve and sign the minutes of the Parish Council meeting on 8th July 2020
 - 3.1. The minutes of the meeting held on 8th July 2020 were received and read by Councillors prior to the meeting. No amendments were requested and the Council **RESOLVED** to approve the minutes. The Clerk will liaise with DB to sign the minutes after the meeting.
4. To report on progress of matters arising from previous meetings – Information only
 - 4.1. The period of exercise of public rights has now finished and the annual audit has been submitted to the external auditor and is now complete.
5. To ratify the following payments made since the last meeting

The Council **RESOLVED** to ratify the payments made. LH queried where the wood from the tree had gone, the Clerk understood a neighbouring property had received the wood.

	Description	Payment Type/Cheque Number	Amount
5.1	Eastern Tree Care – Removal of Ash Tree	BACS	£350.00
5.2	UK Power Networks – Disconnection of electricity at Bowls Club	BACS	£409.20

Draft minutes until approved at the Parish Council meeting on Wednesday 14th October 2020

Chairman Signature:

Date:

6. Finance - To review and approve the bank reconciliation for June 2020 and approve the following payments:

The Council reviewed the bank reconciliation; no questions were received. The Clerk noted payment 6.2 is a reissue of cheque 100433 (dated 9/10/2019) which had been lost by the recipient. The Council **RESOLVED** to approve the payments.

	Description	Payment Type/Cheque Number	Amount
6.1	Deopham & Hackford Parish Council – Reimbursement for Clerk's training costs	BACS	£8.00
6.2	Hall for All – Hall hire costs for 7 parishes meetings (Sept 2019-Aug 2020)	100436	£10.29
6.3	Jordana Wheeler – Clerks Expenses (July & Aug 2020)	BACS	£116.50

7. To receive an update from the latest Norwich Western Link Local Liaison meeting
- 7.1. RK noted most of the recent meeting was taken up with Highways England providing an update on the recent amendments to the A47 plans.
- 7.2. NCC are progressing with the Norwich Western Link (NWL) project. It is now scheduled to be completed at the end of 2025. There could be a 6-month gap between the A47 being completed and the NWL being completed. There are concerns about traffic using Taverham Road during this time. No mitigations have been put forward yet. Councillors were concerned the impacts of this were not being considered or understood.
- 7.3. GP noted he was also at the Local Liaison meeting and was concerned that due to the number of people present at the meeting that many parishes did not have the opportunity to discuss their concerns. GP offered to help arrange a meeting between Norfolk County Council (NCC) and the Parish Council to discuss their concerns.
ACTION – Clerk to liaise with GP and arrange meeting between NCC and the Council.
- 7.4. DB noted a recent advert seen from Royale Life advertising retirement homes at the Merry Hill caravan site. If this went ahead this would increase the amount of traffic on Taverham Road increasing problems.
ACTION – Clerk to clarify details of the potential retirement homes at Merry Hill.
8. To consider a response to the Norwich Western Link Local Access consultation
- 8.1. DB shared details of the response given to the consultation by the village hall committee explaining concerns about the proposed route of a new footpath through the village hall car park. Councillors were in agreement with, and supported the comments made in the letter.
- 8.2. Councillors considered the implications of closing roads in the area around the proposed Norwich Western Link (NWL). Councillors were concerned about traffic being pushed to other roads in the parish and creating the same problems with traffic volumes but elsewhere. Creating potential areas for fly tipping and illegal encampments were also a concern. There was no information in the consultation about how this might be mitigated or dealt with.
- 8.3. There was frustration with proposals for bridges for wildlife when the parish is not able to get a suitable footpath to the church. GP encouraged the Council to push Norfolk County Council (NCC) for support with the Councils requests in relation to the new roads and to include these in their response to the consultation. A better case for an underpass to the church is needed. RK noted the number of residents living north of the

A47 was still a significant number and they would not be able to walk to the village centre.

- 8.4. Councillors considered the proposed cycle path along Mattishall Road. RK noted this would pass via Grange Lane which is a designated green lane which is not accessible in parts for this type of use. There was no detail in the consultation regarding the type of cycle path proposed. The suggestion of improving cycle access to Norwich is good but more detail is needed. LH noted that the proposed new bus routes came nowhere near the areas south of the A47 and there was no suggestion of a bus route through the village.
- 8.5. Further discussions took place about the proposed cycle path through the village hall car park. Possible impacts were on the safety of those using the play area, a negative impact on those using the village hall and future revenue, and people using the village hall car park, which is private, to access the path. Councillors agree the path would be better located running behind the village hall and coming out on Dereham Road opposite the quarry works. It was felt better use could be made of the laybys on the current A47 to provide parking or access to the path. Further frustration was expressed that the Council are being told they cannot have a suitable path to the church due to safety reasons but that NCC can propose a path crossing the current A47.

ACTION – Clerk to write letter in response to the NWL consultation summarising the concerns discussed.

9. To receive an update from the A47 Taskforce and consider the amended draft design for the A47
 - 9.1. RK noted the recent taskforce meeting had been productive due to the presence of the A47 scheme designer who could answer more detailed questions on the new A47 design. Key changes relevant to Honingham are:
 - Removal of the link road from Church Lane to the Wood Lane junction
 - Closure of Berrys Lane
 - The current A47 between Berrys Lane and the Mattishall Road roundabout being left open to traffic
 - Shift of the Norwich Road junction further east towards Easton.
 - 9.2. It was noted that the revised A47 design does not include mitigations such as screening, or details on footpaths etc... This will be included on the next version of the design. Councillors were in agreement that there was still a need to continue to push for the mitigations the Council felt were needed in the parish.
 - 9.3. RK wanted more detail on how Berrys Lane would be connected to the village, for example would there be a footpath to Dereham Road or could Berrys Lane be left open for access to the village only, with no access to the A47. Village gateways were suggested as an option to restrict access to the village. The aim is to prevent traffic using the village to access the new Berrys Lane junction. RK queried whether access was still needed from Dereham Road to the current A47.
 - 9.4. The new design indicates Blind Lane as being closed as per the Local Development Order (LDO) for the Food Enterprise Zone. Despite the Norwich Road junction being moved further east it has not addressed the problems with increased traffic on Taverham Road.
 - 9.5. RK reported that Norfolk County Council (NCC) are still to do some further traffic modelling of north-south traffic and this should be reported on at the next Taskforce meeting. NCC had indicated that initial traffic data showed that not all traffic was travelling north-south between the A47 and A11, some was heading to other local villages. NCC will be approaching local Councils asking them what traffic calming measures they would like to mitigate future traffic problems.

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- 9.6. Councillors expressed a wish to have a bus route through the village again and discussed whether the design for the A47 would prevent this. It was unclear whether buses could turn off Mattishall Road onto Berrys Lane due to the junction layout. If this was possible an option to keep Berrys Lane connected to Dereham Road might allow for a future bus route.

ACTION – Clerk to arrange meeting with Highways England to discuss the new A47 design.

10. To receive an update on the removal of the Bowls Club

- 10.1. The Clerk reported that the water had been disconnected and the electricity was scheduled for disconnection the following week. The building is due to be taken down at the end of September.
- 10.2. The Clerk summarized the current finances for the removal of the Bowls Club. £580.00 has been made from the sale of equipment, there is still a few items left to be sold. After the sale of equipment, the remaining costs will be covered by remaining electricity and water budget following the closure of the accounts, remaining sponsorship money and bowls club maintenance budget. If the remaining equipment can be sold then all costs should be covered for the removal of the building.

11. To receive an update on the re-opening of the village hall

- 11.1. LH reported that the village hall had been reopened. The committee have carried out a thorough risk assessment and installed hand sanitizer and cleaning regimes. There are new rules and regulations for hirers to abide by. The Clerk raised concerns about the Chairman of the committee caring out cleaning of the building due to the associated risks.
- 11.2. LH noted that it is difficult to find volunteers to join the committee and assist with the running of the village hall and was unsure about the long-term future of the committee. DB noted that as the Council are represented on the committee as a trustee that the Council would become more involved in the running of the village hall if needed in the future.

12. To receive an update on the speed cameras

- 12.1. The Clerk noted the schedule for the speed cameras has not been followed in recent months due to the pandemic. Upon receipt of the cameras in August the coordinator has reported that they had been in poor condition and not cleaned and that upon installation one speed camera seemed to be working only intermittently. The Clerk will monitor this and check the data collection at the end of the rota period. If broken the camera may require fixing, in liaison with the other owners.

13. To receive an update on the next litter pick

- 13.1 The Clerk noted that Broadland District Council were running the Big Litter Pick during September, rearranged from May due to the pandemic. However, since the announcement of the litter pick the government has introduced the 'Rule of 6' restrictions and it is not clear whether group litter picks can continue. During the pandemic volunteers have continued to carry out ad-hoc litter picks in their own time with their own equipment in the village.

14. Correspondance

- 14.1 Dudgeon and Sheringham Shoal Offshore Wind Farm Extension Projects – Extension to Scoping Area

The Clerk noted the consultation had taken place over the summer. The key changes to the scoping area is that the route for the proposed cable trench which runs between Honingham and Easton has been widened and will extend from Colton Road to approx. the Easton roundabout. The changes are because of the route passing through the area of the new dualled A47, development at the Food Enterprise Zone and the proposed new garden village at Honingham Thorpe.

14.2 Norfolk County Council Local Outbreak Plan

The Local Outbreak Plan explains what actions Norfolk County Council will take where there is an outbreak of coronavirus. This is available to read on the Norfolk County Council website.

15. Opportunity for public participation

15.1. A request was received for the hedges at the entrance to the Bowls Club to be cut back to assist with the delivery of a skip for the removal of the Bowls Club. ME offered to assist with this.

15.2. PB reported that he had been supporting some parishioners with complaints regarding the lighting at the new factory at the Food Enterprise Zone. Following a meeting at the site proposals are being looked at to minimize the impacts of lighting on residents close to the site as this is visible for miles. A follow up meeting is scheduled for 6 weeks' time. The Clerk noted the lighting had been installed temporarily to deter intruders during construction however these had become permanent. Options being considered are changing angles of the lights, motion sensors and security surveillance.

16. To confirm details of the next meeting

16.1. The next Parish Council meeting will take place via Zoom video conference on Wednesday 14th October 2020, 7.00pm. The press and public are welcome to attend.

17. To pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public for the following confidential items:

The Council **RESOLVED** to exclude the press and public to discuss a staffing matter.
The public meeting closed at 8.45pm.

17.1. To consider adopting the NJC payscales for 2020-21

The Council **RESOLVED** to adopt the NJC payscales and increased annual leave entitlement (pro rata) for 2020-21, backdating it to 1/4/2020.

The confidential meeting closed at 8.50pm.