



Sculthorpe Parish Council

Meeting Minutes

Wednesday 6 July 2022 at 7pm, Village Hall

Parish Councillors present: Brian Watkin (Chairman), Tony Walters (Vice Chair), Roger London, Penny Ramm, Gillian White, Simon Read, Ken Dawson, Tom FitzPatrick (District Councillor), Michael Dalby (County Councillor). Also in attendance: Jodie Bond (Parish Clerk). There were no members of the public present.

1. Welcome and to receive apologies for absence

The Chairman welcomed those present.

There were no apologies received.

2. Receive declarations of interest and requests for dispensations by Councillors

No declarations of interest or requests for dispensations were made.

3. Minutes of meeting held on 4 May 2022 to be approved

The minutes were approved without amendment and signed by the Chairman as a correct record.

4. To report progress on items not on the agenda from the last meeting

- The new wooden play area benches have now been completed and are in situ.
- The community litter pick went ahead, however the number of volunteers that participated was disappointing. Thanks were given to Cllr Ramm for collecting and returning the equipment and to those who took part.
- The insurance was renewed however a credit note of £49.98 has been received from BHIB Ltd for an overpayment of the annual premium.
- The CAN membership has now been set up.

5. Receive reports from NCC Cllr & NNDC Cllr, if attending

Michael Dalby (County Councillor)

Report can be viewed via our website www.sculthorpepc.info

Tom FitzPatrick (District Councillor)

DC Officers mileage expense fee was raised to 60pence per mile, even though many including Cllr Fitzpatrick were against this amid the current financial climate.

120 jobs have been moved from Egmore to Yarmouth since the Egmore site has been moved, but £200k investment may be put into the area following this move.

Investment is also due for the Tattersett Business Park to include a studio, and to offer training etc.

A Government levelling up fund application is available, a swimming pool is proposed for Fakenham.

Cromer Pier maintenance expense is ongoing.

Chairman asked whether there were any plans for the Thurlow Nunn site. Cllr FitzPatrick is not aware of any plans but usually they attempt to find a similar class of use for these types of sites.

6. Open forum for Public Participation: an opportunity to hear from members of the public

There were none.

7. To receive updates from council members (for information only)

7.1 Speed Watch report

Due to illness, there were only 2 meets last month. The team are going back out this month. No one has been caught speeding recently, which is good news.

7.2 Village Hall Committee report

The Committee has requested a new laptop for the hall to encourage more hall users. Following discussion, the Council RESOLVED to purchase a laptop based on the information presented, subject to receipt of the agreed contribution from the Committee's reserves.

Cllr Watkin reported that the roof does not leak at the moment, but the roof will need to be replaced however it has been difficult to arrange a contractor to quote for the work.

A 'Wimbledon' event is planned for this coming weekend, showing the tennis on the new big screen and refreshments will be served.

A Yard Sale is arranged for 20th August.

8. Open Spaces

8.1 Blacketts pond area update

Funding has been received from NNDC for the benches however it was agreed to wait and purchase the benches once the remaining funding has been confirmed.

A site meeting has been rescheduled for 27th July with Norfolk Wildlife Trust, further update to follow.

AR Crisp would also like to quote for the pond work.

8.2 Receive report on Highways issues including Dels Road parking, footpath on Creake Road and speeding

The Chairman and Clerk met with the Highways Inspector to assess and try to resolve these issues. However, there is no resolution for the parking outside Dels, if bollards were installed then cars would park further down the road. The PC will follow up with NNDC planning department regarding concerns with the lack of car parking spaces inside the site. If cars are noticed parking dangerously or are obstructing the road, then photos could be taken and sent to the police.

Following comments from members of the public at our last meeting we raised the possibility of creating a path or trod from the school down to the first house on the opposite side of the road, however Highways estimated this would cost over £30,000. AR Crisp gave a verbal estimate of approx. £20,000. However, there would be disruption to neighbouring properties whilst this work took place and would greatly affect the verges. Following discussion, the Council RESOLVED that this would not be a feasible project to consider.

Chicanes were proposed however these cause issues for tractors, also it was advised that it would not remedy the issue with speeding.

Cllr London noticed that the overgrowth had been cut back along the roadside of The Street from the bus shelters to the allotments, which is very helpful and creates a path if needed for pedestrians. Clerk to obtain a quote from the grass contractors to continue to keep this area cut back.

8.3 Consider and approve playing field levelling quotation

The Chairman met with AR Crisp to reassess the area to be levelled. A revised quotation was then received for a total of £305. Following consideration, it was agreed to accept the quote subject to seeking advice from the play area inspector regarding whether the safety matting can have soil on top of them.

8.4 Receive update on broken bus shelter panels

The broken glass has been removed by AOT Engineering Ltd and they have confirmed that the panels will be replaced by Friday 15th July 2022. Clerk to ask AOT to fit one panel to each bus shelter, and swap one glass panel from the other so they each have one glass and one metal panel.

8.5 Consider Highways projects for the NCC Parish Partnership Scheme Funding

Following discussion, the Council RESOLVED to submit an application as previously agreed, for 50% funding for a SAM2 at a total cost of approx. £3400. Clerk to progress.

9. Planning Matters

9.1 To receive results of applications

PF/22/0288 | Dels Nursery, Barsham Road, Sculthorpe

Creation of new vehicular access. Application WITHDRAWN

PF/22/0329 | The Old Rectory, Creake Road, Sculthorpe

Demolition of hay barn and erection of building for use as art gallery with self-contained serviced artist accommodation/holiday let. PC comment – NEUTRAL | NNDC decision - PENDING

PF/22/0903 - Sculthorpe - Church View, 44B Creake Road, Sculthorpe

Single storey side extension to dwelling; single storey rear extension replacing conservatory; alterations to some windows and timber cladding over brick on some external walls; erection of detached double car port to front. PC comment – NEUTRAL | NNDC decision - APPROVED

9.2 To receive and consider new applications

PF/22/0768 | The Haybarn, Grove Farm, Creake Road

Replacement of all south elevation doors and windows with wooden bi-fold doors, and fixed panes with glass door to the hall; replacement of three Velux windows in south elevation with conservation rooflights; installation of two conservation rooflights in east elevation; replacement oil tank; new bike store

PC comment – No comment made | NNDC decision - APPROVED

LA/22/0807 | The Haybarn, Grove Farm, Creake Road

Internal and external works to replace all south elevation doors and windows with wooden bi-fold doors, and fixed panes with glass door to the hall; replace three Velux windows in south elevation with conservation rooflights; install two new conservation rooflights in east elevation; replacement of internal staircase

PC comment – No comment made | NNDC decision - APPROVED

RV/22/1272 | Bramble Oaks, Fakenham Road, Sculthorpe

Removal of condition 3 (limiting occupation of the dwelling solely limited to a person or persons who meet with the definition of gypsies and travellers or the description of travelling show people in Circular 01/2006) of planning permission PF/11/0687 (conversion and extension of workshop/store to residential dwelling & office and erection of workshop). PC comment – NEUTRAL

PF/22/1515 | The Grove, Creake Road, Sculthorpe, Fakenham, Norfolk, NR21 9NF

Erection of two-storey side extension, conversion of existing outbuilding to study and installation of swimming pool to rear garden. PC comment – NEUTRAL

PF/22/1563 | Dels Nursery, Trotters Lane, Barsham Road, Sculthorpe, Fakenham, Norfolk, NR21 9NA

Erection of cattle shed with additional bays for machinery storage

PC comment – NEUTRAL with comments – The PC does not object to this application subject to the new storage being used for its intended purpose and to clear the carpark of surplus materials and equipment. At present the existing cattle shed is used for storage and we have concerns about the parking space available.

10. Receive and consider Correspondence

Email from bus company regarding unsafe broken glass in bus shelter – This is in hand

Notification of a application for deposit under section 31(6) of the Highways Act 1980 and section 15A(1) of the Commons Act 2006 – Made available to Councillors.

11. Financial Matters

11.1 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and payments list (see below)

K&M Lighting	Street Lights							£22.17			£18.48	£3.69
NNDC	Blacketts Pond	1633.92										
Npower	Electricity							£66.33			£63.17	£3.16
BHIB Insuranc	Credit Note				49.98							
Village Hall	Hall Projector 50%				2937.69							
K&M Lighting	Street Lights							£22.17			£18.48	£3.69
CAN	Membership							£50.00	£50.00			
Acorn	Pest Control							£228.00			£228.00	
Big Screen C	Hall Projector							£3,525.23			£3,525.23	
Npower	Electricity							£63.84			£60.80	£3.04
NNDC	Textile Bank			30.25								
Penny Ramm	Mileage for Litter Pick							£37.80			£37.80	
Clerk	Salary							£377.25	£377.25			
Hempton PC	Clerk Expenses							£24.26	£24.26			
CGM Ltd	Grass Cutting							£192.00			£160.00	£32.00
Norfolk Soulc	bPlay Area Benches							£520.00			£520.00	
NPTS	Internal Audit							£30.00	£30.00			
NNDC	Bin Emptying							£279.18			£232.65	£46.53
CGM Ltd	Grass Cutting							£192.00			£160.00	£32.00
Clerk	Salary (u/payment from May)							£3.00	£3.00			

12. Receive items for next agenda and note the date of the next meeting

The next meeting will be held on Wednesday 7 September 2022.

The Chairman closed the meeting at 8.38pm.

Signed by Chairman: Date: