

SNETTERTON PARISH COUNCIL

Minutes of a Meeting of Snetterton Parish Council held on Wednesday, 12 August 2020 at 6.30 p.m. This was a virtual on-line meeting.

Present: Councillors: Helen Foley (Chairman), Lesley Goldsmith, Jacqueline Romero, Amanda Skinner.
Clerk: Julian Gibson

- 1 **Apologies for absence.** It was **resolved** to accept the reason for absence given by Cllr. Desmond Skinner.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** Cllr. Foley said that although no Disclosable Pecuniary Interest was involved, she would not participate in the discussion or vote on planning applications submitted by Snetterton Park Limited (agenda items 8.2 and 839), as that company is the landlord to her business.
- 4 **Public participation session.**
 - 4.1 The applicant and agent for the planning application which is agenda item 8.4 answered numerous questions about their application from the Chairman, councillor members and members of the public. The applicant referred those interested to a video showing how the straw dryer would operate at <https://vimeo.com/31417318>, and said that if anybody had any concerns whatsoever about his business he would welcome hearing from them.
 - 4.2 The matter of the absence of promised screening to the biomass power station was raised, and District Cllr. Sarah Suggitt agreed to look into this with Planning Enforcement.
- 5 **Minutes.** The minutes of the meeting held on 30 June 2020 were **confirmed** for retrospective signing by the Chairman when possible.
- 6 **Matters arising.**
 - 6.1 [4, Minutes of 20 May 2020] **Position of signs on Harling Road.** Having looked into the issue, County Cllr, Stephen Askew had suggested that, rather than get NCC Highway involved, the best thing might be if the Parish Council contacted Johnston Logistics and Fedex, asking if they would consider relocating their signs. So the Clerk wrote, and has been contacted by Johnston Logistics, who has said that they would move their sign (the upper of the two) to a more suitable position. They also said that the Fedex sign had been there for about a year before their one, and so if no complaints had been received until the Johnston sign has joined it, their one action might well completely resolve the problem.
 - 6.2 [6] **Banking arrangements.** All the changes to the bank accounts the Council requested in September 2019 have now been made by Barclays. The Clerk has therefore been able to submit the VAT refund claim for the last three financial years to HMRC. In normal times this payment would have been received by now, but as a result of the pandemic they are running considerably behind.
 - 6.3 [18] **Litter Pick.** Breckland Council has confirmed that at the current time it is not providing any litter equipment or arranging any litter picks due to the global pandemic.
- 7 **Correspondence.** Receipt of the following correspondence was **acknowledged**.
 - 7.1 *Norfolk Association of Local Councils: Norfolk ALC Bulletin - 26 June 2020.*
 - 7.2 *Norfolk Association of Local Councils Wellbeing: End June update & webinars.*
 - 7.3 *Clerks & Councils Direct - July 2020.*
 - 7.4 *Barclays Bank Plc: Your Community Account statement - 6 August 2019 - 30 June 2020.*

- 7.5 *Norfolk Constabulary: New Community Focused Police Priority Patrols.*
- 7.6 *Norfolk Association of Local Councils - Wellbeing: Norfolk's Local Outbreak Control Plan.*
- 7.7 *Breckland Council: Briefing: Business and Planning Bill guidance note.*
- 7.8 *Norfolk Constabulary: Community Update - July 2020.*
- 7.9 *Norfolk Association of Local Councils - Wellbeing: July tip & new Guest Author.*
- 7.10 *Barclays Bank Plc: Confirmation of your Mandate Change Request.*
- 7.11 *Norfolk Association of Local Councils: Norfolk ALC Bulletin - 28 July 2020.*
- 7.12 *PKF Littlejohn: Data logged - notification of exempt status.*
- 7.13 *Norfolk Association of Local Councils: Norfolk ALC Bulletin - 5 August 2020.*

8 Planning.

- 8.1 **3PL/2020/0775/F: Richard Johnston Ltd, Harling Road.** Erect new chainlink fence along the edge of the Applicant's concrete road and adjacent to the Highway Boundary on Harling Road. It was **resolved** that the Council had no objections.
- 8.2 **3PL/2020/0768/F: Land near the Southern Boundary of Snetterton Business Park.** Change of Use of site from Sunday Market to B1/B2/B8. It was **resolved** that the Council had no objections.
- 8.3 **3PL/2020/0777/O: Land near the Southern Boundary of Snetterton Business Park.** New B1-B2-B8 Unit and new road access. (Outline application.) It was **resolved** that the Council had no objections. The Clerk was also asked to see if the Director of Snetterton Business Park if he would be prepared to put on a presentation about his company's plans for the Park when he is ready to reveal the next stage in its development.
- 8.4 **3PL/2020/0441/F: Pearn Wyatt and Son, Chalk Lane, Snetterton.** Agricultural building for the storage of agricultural machinery and storage and drying of straw. Re-consultation following submission of revised details (a) Site layout with drainage info, covering letter and fan noise levels data, and (b) Flood Risk Assessment & Surface Water Strategy & additional mechanical & electrical equipment information. It was **resolved** that the Council maintained its objections, mainly on the grounds of hours of operation, noise, light pollution and water run-off, and was also concerned about the mathematics concerning the number of bales of wet straw, the vehicle movements, the capacity of the drier, and ultimately the number of cattle available to use the dried straw.
- 8.5 **3PL/2020/0780/F: Land at Chalk Lane.** The construction of an agricultural feed mill (Use Class B2) with ancillary offices and welfare facilities, creation of a new vehicular access and associated infrastructure including silos; engineering; landscaping; and ground works - this is an Environmental Impact Assessment Development. In the middle of discussion of this item the Chairman decided to bring forward agenda item 11, however in order to keep matters distinct, it has still been minuted after item 10. The Chairman said that she had obtained some informal free advice from a planning advisor who had suggested setting up a meeting with the Breckland Planning Officer, and then looking at the Local Plan for policies which this application might breach. There was then some discussion about possible ways of engaging the residents in the matter. The Chairman said that she would contact Liz Truss, MP, about the issue. It was eventually **agreed** that the Clerk should (a) contact the Planning Officer to try to set up a meeting with members, (b) ask for an extension in the response deadline to allow members time to raise awareness among residents and gather their views on the proposal, and (c) make a "holding" response, objecting with a view to making a more details objection at a future date. Finally, the Council asked Cllr. Suggitt to try to ensure that the application was called in and so determined by Planning Committee rather than by the Officers using delegated powers.

- 8.6 **3PL/2020/0312/F: Snetterton Park, Battle Stations Activities, Harling Road.** Change of use from Combat Building (Sui Generis) to Office Space (B1). Planning Permission dated 8 July was **received**.
- 8.7 **3PL/2020/0315/F: Snetterton Park, S Tek Fabrications, Harling Road.** Extensions to existing S-Tek Building with associated hard landscaping to form yards and parking. It was **noted** that after consultation with members the Clerk has responded “No objections” using delegated powers. Planning Permission dated 8 July was **received**.
- 9 Recent meetings.** Cllr. Mrs. Skinner provided a brief update on recent meetings between some members and (a) the District Councillors, (b) the County Councillor and NCC Highways Development officers, and (c) Paul Downing from Snetterton Business Park.
- 10 Email database.** It was **agreed** that the Clerk should set up a database of email addresses of residents who would like the Council to keep them advised of events of general parish interest, including planning applications which have the potential to impact the parish, and that he should obtain the express consent of those who have expressed interest, while also referring them to the Council’s Privacy Notice.
- 11 Appointment of Mary Marston to advise the Council on current Planning Applications.** (As stated above, this item was taken in the middle of agenda item 8.5.) The Chairman announced that she had been consulting with a planning advisor and proposed that the Council agree to spend an unspecified sum on this. In response to the Clerk’s query the Chairman said that it was not Mary Marston as she had originally proposed, as she no longer worked within the industry. Instead she proposed it be Magnus Magnusson, of Parker Planning Services. The Clerk then asked about the agreement of a contract, how much she was proposing to spend, and it was apparent that no quotation had been requested. The Clerk said that he was mindful that the Council cashbook revealed that in 2016 the Council had paid Ms. Maston’s previous company £600 without any mention in Council minutes of agreement to do so or of the payment being made, so it looked as though this had not been discussed or agreed at a Council meeting. He was anxious to ensure that the same sort of improper use of public funds did not recur. It was, therefore, **agreed** that that the Chairman would bring a fully considered proposal to a future meeting, having paid due regard to the Council’s Financial Regulations regarding contracts.
- 12 Suspension of Standing Orders.** It was **agreed** to suspend Standing Order 7: Previous Resolutions, for the next item so that the matter can be reconsidered.
- 13 Council meetings.** It was **agreed** that the Council should schedule for monthly Council meetings in order to keep on top of the business, initially for a six month trial period. The Clerk advised that if everything on the draft agenda could wait until the following month, he would not call the meeting.
- 14 Zoom Pro.** It was **agreed** to share the cost of subscribing to Zoom Pro to carry out virtual meetings with the other four Councils for which the Clerk works, and to back date this to 6 July, rather than using the free version which has time limitations and does not permit access by telephone, and to back-date this to 6 July, as all meeting of this Council and councillors since that date have been using this. The Clerk said he pays the monthly bills by direct debit on his personal account and will recover it from the councils via his quarterly reimbursement claims.
- 15 Finance.**
- 15.1 **Budgets.** It was **agreed** to vire the sum of £54.00 from the Staff Costs budget (formerly Clerk’s salary) to Other Staff Related Costs (formerly Clerk’s Mileage Allowance) in order to accommodate the changes made to the way of reporting the costs of Homeworking Allowances in the 2020/21 AGAR.

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15.2 **Financial Report.** The report for the period ending 30 June 2020 was **received**.

16 Matters for consideration at next meeting. None.

17 Next meeting. The next meeting of the Parish Council was **confirmed** as **Wednesday, 16 September 2020**, at 6.30 p.m. via **video link**.

Confirmed:

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Helen Foley (Chairman)

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Future Meeting dates:

Wednesday, 16 September 2020

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