

**LINGWOOD & BURLINGHAM PARISH COUNCIL**  
**Minutes of the Meeting held at the Lingwood Methodist Chapel, Chapel Road,**  
**Lingwood on Tuesday 4<sup>th</sup> March 2014 at 7.30pm.**

**Present were:** Ben Bethell – Chairperson, Marina Tubby – Vice Chair, Mike Bredbere, Krisy Little, Giles Mack, Ian White and Sonya Dickinson – Clerk.

**14/25. Welcome & apologies for absence:** Apologies received from Councillors Ian Chapman, Cliff Fountain, Tony Gould, Richard Morton, Hannah Paul and County Councillor Brian Iles.

**14/26. Declarations of interest:** Sonya Dickinson finance items a) i) and ii). Ben Bethell, 9. Planning b) Village Hall and item 10. Section 106 Contributions a).

**14/27. Public Forum:** We were joined by 8 members of the Public along with Richard Squires and Vicky Frost from BDC and District Councillor David Ward.

There was surprise with the request from the Village Hall for Section 106 money to help with the Village Hall build, it was asked if the category had been changed as it wasn't able to be used for the Reading Room. Ben said the Reading Room was a built environment with no outside space for recreation and the Village Hall will be providing Recreation facilities attached to the building, in connection with outside space, i.e. outside accessible toilets, and sports, leisure and recreation adjoining outside space. The member of the public was still staggered at the amount the Village Hall has in the pot and is still asking for money. Ben said the Village Hall wants to build the whole thing instead of bits being added later but the inside extra rooms could be finished off at a later date, i.e. the upstairs meeting room, the space in the pitch of the roof will be there but perhaps not the finished room. The toilets have been designed as accessible from outside but there may not be enough money so something like that could be paid for by Section 106 money as it is to be used by people using the recreation facilities.

It was asked if the Cemetery Lych-gate could be treated as it hasn't been done since it was put in. The seats are scheduled to be done in Spring, as this is maintenance on the Cemetery quotes can be sought and actioned.

Maureen asked if she could have some money for Soil improver or compost to dig into the raised flower bed, she has bought some new shrubs and bushes to put in which are to be paid for, Ben said Maureen still has up to £50 to use for maintenance on the raised bed so it would be ok.

Allotments – No 30 is now vacant and the shed has been removed. The hedge has been cut by most allotment holders now, the aggregate has not yet been ordered but Ben will sort it out.

David Ward – The Council Tax charges have been held by BDC for a 3<sup>rd</sup> year.

Neighbourhood Plan – David says this needs thinking hard about as there are planning applications coming in all the time and without a plan in place the Parish Could get caught out having something it doesn't want being built. LEP money is available for start up businesses in the area such as the proposal a consultation was held for earlier tonight, this land was on the LDF and refused previously.

Maureen asked how the Council was going to get the feedback from the Village regarding the earlier consultation held by Fielden & Morton Architects. There was an extremely strong feeling against the proposed live work development proposed by them at the consultation tonight, there were not enough forms and not everyone around the site received the leaflet informing them of the Consultation so it was not a true record, it will be for them to decide what they want to do now and not for the Parish Council to decide. The feeling from the Parish/Village should be logged by individuals to BDC when the application comes in.

**14/28. Minutes of the meetings 4<sup>th</sup> February 2014:** Were signed as a true record.

**14/29. Matters Arising from 4<sup>th</sup> February 2014 Meeting:** None.

Ben mentioned that Shirley's Funeral went well.

The previous suggestion from Mike ref the plaque on the Village Hall sign, price up and suggested wording – This sign was refurbished and moved to the Millennium Green in January 2013. 5 x 3 landscape £33.

Brian and Ben went to a meeting with NPS to discuss the Chapel Road School Site, NPS presented a plan for 20 to 22 homes which varied in size and included some affordable homes. They are suggesting bungalows on the North side and houses to the South side which will be shielded by the current trees which will be retained. The front of the site will be left green open space. Ben and Brian asked if the Nursery building could be retained as self contained and if there would be a possibility of a footpath from the new proposed Road to the back of Homelea, it was also suggested that the existing School fence line at the front should be used as the boundary so that the bus lay- by could be adopted by Highways and used as the bus stop instead of the Reading Room bus stop which is close to a junction, it would also mean that the bus could use this stop as its timetable resting spot instead of the dangerous spot at the stop at the top of Kingsdale. NPS said they would try and factor all of these requests into the planning application. NPS still would prefer the Pond site to be converted to @ 4 units and the bulk of the field will revert to farm land.

The new School is unlikely to be finished until September and it was suggested that one of the Schools could be used as a temporary Village Hall.

Ann Bone has offered to purchase the orchard trees, 4 apple and 2 pear all of Norfolk rootstock.

Bins need to be chosen at the next meeting.

There is a lot of dog mess on the green and one reason may be that the 1 dog bin at the green is not sufficient and the moving or adding of a new one (perhaps at the top near St Edmunds) needs to be put onto the next agenda, Clerk to find cost of emptying.

**14/30. Action Log:** The Council went through the Action Log and a few items were moved to the Completed list. Fruit trees for Community Orchard – purchased. Chapel Road Parking on verges – Highways sorting. Telegraph pole in middle of new Station Road footway – Highways cannot move it or make the footway wider as the hedge is protected so it will have to stay narrow in that area. Neighbourhood Plan – Richard Squires and Vicky Frost attending this meeting to talk about it.

**14/31. Neighbourhood Plan:** Richard Squires - brief presentation about Neighbourhood Planning. Broadland District Council are not suggesting that every village should have one, they are a lot of work but if there are particular objectives a village wants to achieve then they are good.

Government brought out Neighbourhood plans with Localism. Parish Plans are still around and are done by some Parishes. This is a new tool which carries statutory weight when determining land use and development as it becomes part of the District Local Development Plan.

The Parish Council will oversee the Plan but a Community Steering Group will need to be set up. The Plan will follow the Parish Boundaries in BDC and may cover things such as housing, allotments, Village Halls, Policies, specific sites or generic policies to all developments, it can be a mini version of the District Local Plan. BDC strategic plan = Joint Core Strategy, it must conform to that and cannot go against that.

Incentive – The Community Infrastructure Levy rises to 25% if there is a Neighbourhood Plan, it is 15% if not.

There are 8 or so in progress at the moment and @ 1,000 Communities have committed Nationwide.

Beginning a Working/Steering Group will contact the Community and find out what the issues are and set out a draft document, then consult residents, District and County Council, do any amendments and send into BDC. It can take between 6- 7 months of Consultations and @ 18 months on average to conclude.

BDC will appoint and pay for an examiner and if it is fit for purpose it will go to a referendum. In order for it to pass and be adopted, more than 50% of residents should be in favour.

Landowners can challenge it so it has to be robust.

Grants- There is @ £7,000 from locality and BDC for new plans and this allows the Steering Group to apply for Professional support.

Richard and Vicky are available for assistance with the process, they are also in contact with BDC Spatial Planning teams. County Council and Norfolk Wildlife Trust are available for support. Neighbouring Villages that have done Plans should be contacted to chat and ask how they've found the process, the BDC website has Neighbourhood Planning Guidance.

Q. By the time the Plan is completed, most of the Lingwood Development will have been completed. A. It could ring fence the JCS and LDF. Carrying out a Plan would not guarantee a speculative development proposal could not go ahead. None of the current plans are looking at issues for Planning i.e. Strumpshaw are looking at new facilities and were looking for land for this and had an offer for a trade off for 10 houses which would be outside the Policy – Anything outside of policy would benefit.

The Steering Group would need 6 – 12 people.

Drafting the Plan, technical and Professional help may be needed.

Typical Costs – Funding would cover the majority of costs.

Richard will send information for Sonya to circulate.

Put on April Agenda for discussion.

*N.B. Mike Bredbere gave his apologies and left the meeting at this point – 8.50pm.*

Krissy asked why David Ward had pushed the Parish Council to get a Plan? A. David said there are a lot of benefits, development is coming this way and Blofield has now nearly doubled in size as it didn't have a Plan in place to stop it, so it is important.

Ben thanked Richard and Vicky.

**14/32. Correspondence:** a) Consulting Group informing of proposed planning application on land. The proposal is for 15 'live/work' units as well as several other units and offices on Lodge Road.

People who turned up to the earlier Consultation, held by Fielden & Morton Architects, were clearly against the proposal of development on the agricultural land on Lodge Road.

The feeling was they have left access to the back field, possibly for future development.

There would be a Highway issue for the site, the Planning Boundary would also be broken and the joining/ in-filling between Lingwood and South Burlingham is not desired.

There is not enough demand in this area and there would be no community benefit. The land on the opposite side of the road would then probably be brought forward for development as this would set a precedent.

They would argue that BDC are promoting live work units along with the Government driving the homes/industry idea and although it is an interesting concept this is a very large site and they have put many units on which would then be easy to turn into residential if it is not successful. This is the wrong site and there are too many for the demand, the LDF and SDP turned down this site when brought forward for development previously.

There are significant concerns over location and scale of this proposal.

b) Millennium Green/Property Boundary Tree as per e-mail. **Decision:** Councillors object to the tree being cut down completely, the tree has been there longer than the house and when the house was built they would have factored the tree in. Clerk to let the resident know that there is no issue with the overhanging branches being cut off and the Council are more than happy for him to come along and have a chat at the next meeting.

**14/33. Planning:** a) 20140236 – Enlargement of Existing Garage, 4 Norwich Road, Lingwood, NR13 4BH. **Decision:** Unanimous Support.

b) 20140241 – Reserved Matters for Hybrid Planning Application 20121604 – Outline Planning Permission for Redevelopment of Village hall Site for Residential Development (39 Dwellings) and Replacement Village Hall. Land at Norwich Road/Station Road, Lingwood.

**Decision:** Unanimous Support.

*N.B. Councillor Ben Bethell did not vote declaring an interest as Village Hall Chairman.*

9.20pm - Councillor David Ward left the meeting at this time.

**14/34. Use of S106 contributions:** Section 106 monies – to agree a strategy for making the most of this funding. a) request from the Village Hall Committee for £65,880.68 towards the cost of providing changing rooms and externally accessible toilets. b) to agree a strategy for making the most of this funding.

*N.B. This item was removed as there was not enough time for a proper discussion and such a big decision.*

**14/35. Finance:** a) Authority to pay was given for: i) S. Dickinson, Makro invoice for printer ink £42.70 Inc VAT (Chq No. 817). ii) S. Dickinson invoice from Geographics for Cemetery pre payment Certificate parchment holders (Cemetery Chq 193) £ 29.16 iii) Methodist Chapel Hire for April 2013 to end March 2014. £ 199.00 (Chq No. 818). iv) EEAOP fruit trees invoice. £ 87.70 (Chq No. 819)

To discuss quote for fence at entrance of Millennium Green. – Moved to next meeting.

To open the grass tender envelopes and select one for Urban, Millennium Green and Cemetery.

Millennium Green Quotes – G.G. £1,568 – CGM £1,113 + herbicide – Norse £1,397.

**Decision:** It was resolved that if the herbicide was £300 or less then CGM should be chosen, if more then the Norse quote should be chosen.

Urban Verge Quotes – G.G. £ 1,332 – CGM £1,170 – Norse £2,121. **Decision:** It was resolved that the cheapest quote from CGM should be chosen.

Cemetery – K. Monsey £60 for the first cut and £48 each one after. CGM £ 1,64. - Norse £ 2,873. **Decision:** It was resolved that the Council should stay with K. Monsey as contractor.

*There being no further business the meeting closed at 21.55 – Next meeting Tues 1<sup>st</sup> April 2014.*