

**LINGWOOD & BURLINGHAM PARISH COUNCIL**  
**Minutes of the Parish Council Meeting,**  
**held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood,**  
**on Tuesday 6<sup>th</sup> June 2023 at 7.30pm.**

**Present were** – Vice Chair Richard Morton, Ian Chapman, Cheryl Grace, Mike Ingram, Roz Simpson, Ian White and Sonya Dickinson – Clerk.

**23/62. Welcome and Apologies for absence:** Apologies were received from Chairman David Robinson. Vice Chair Richard Morton chaired the meeting.

**23/63. Declarations of interest:** None.

**23/64. Co-option of Councillor: To Consider the application from Jenny Stafford.**

**Decision:** It was unanimously resolved to co-opt Jenny Stafford onto the Council. Jenny signed the Declaration of acceptance and completed the declaration of interests prior to the joining the Councillors at the table.

**23/65. Public Forum including reports from District and County Councillors:** (15 minutes allocated for public participation with a maximum of 3 minutes each).

Norfolk County Councillor Lana Hemsall – Congratulations to the new council.

I am now the deputy cabinet member for Highways, infrastructure and maintenance. We are planning to double electric vehicle chargers in the city. 54% of people said they would switch to Electric vehicles (EV) if there were more charging points. This is a scheme I am excited about. A climate change strategy has been launched. County have brought forward the document for net zero 2030 and are retrofitting County Hall to make sure it is as environmentally friendly as possible.

Highways issues brought to me: Flooding at the corner of Church Road. Highways say the ditch is to contain, there is no culvert under the road and the land is clay, so it is not draining away. They could make the ditch bigger or they could bore down to the sand strata. It is a bit more involved than just clearing it out, but they are looking into it.

National Highways have put a compulsory purchase order in to County for the piece of land where the Gypsy and Traveller site was proposed. This is for the A47 works.

District Councillor Jess Royal – Report summary; The Horizon Centre at Broadland Business Park is now open as the new headquarters of Broadland and South Norfolk District Councils.

The GNLP proposed Gypsy and Traveller site at North Burlingham has been withdrawn by the land owner, Norfolk County Council.

Member Ward grants are available to support groups of initiatives that meet identified local need. Each District Councillor has an annual budget of £500 for community projects within their ward. Please get in touch soon if you would like to apply.

A consultation on a Local Cycling and Walking Infrastructure Plan (LCWIP) for Norfolk is running until 13<sup>th</sup> July. This is to enable increased levels of cycling, walking and wheeling across the county, to offer alternatives to travelling by car. Although Lingwood & Burlingham are not included in it, the nearest to you is Acle, so it is possible to comment on what is missing from the plans. You could put forward the link from Burlingham to Acle.

<https://norfolk.citizenspace.com/environment-transport-and-development/cycling-and-walking-networks-lcwip>

Lana – Designated funds are being applied for, for the link from Burlingham to Acle.

The Local community did not put forward any for cycling and walking to form a portfolio of projects ready to go when funds are available.

Ian – Is the underpass resolutely not going to happen?

Lana – North to South of the A47 and a cycle link to Acle are not happening via the DCO but with designated funds.

Ian W – Galliford Try said it was not viable as it would flood. Even if we only had 10 months use with no flooding, it would be ok.

The A47 Reedham Road underpass has 3 underwater streams that flood it and that was viable. It's not part of their plan so they don't want to know.

Lana – Hang fire, there might not be any money left in the designated funds pot if the road gets delayed more. Cycleways – you might want to connect to the new woodland or Strumpshaw.

The Town and Parish Forum is on-line tomorrow.

Cheryl – We could ask for a cycleway between Lingwood and the new junction ?

Mike – Possibly from the Live work units to Lingwood Lane, then link with the A47 Walk/cycleway to the new junction.

Public – The Tree preservation order in the planning section is a tree on my property. Thank you to Sonya for her quick responses to my questions. There are safety issues with the tree, National Grid lines are very close to it. Someone wrote in to Broadland and said we were cutting it down but we are only doing safety work on it. There has been damage to the neighbours house as no maintenance has been done over the years by previous owner. I have e-mailed Broadland but have not had a good response. The tree surgeon checked there are no nests. We are doing it properly but can't touch it now due to the pending TPO.

Neighbour – I have paid in the past to have my side cut as it is totally over my double garage and ruining the roof. We have lost power due to it damaging the cables. It is also damaging our cars.

Resident - I have been very disappointed with the response from Broadland District Council. I have asked why anyone would put a TPO on and they can't let me know.

Jess – Talk to me later and I can see if I and get someone out to look at it.

Opposite neighbour – I have lived opposite for 22 years and there has been no maintenance to the tree in the past and it has grown far too big.

Ian – Generally we like to keep trees but if it is dangerous, it needs to be sorted. There is no objection to work on the tree as long as it isn't cut down. If a TPO is put on a tree, you can work on it as there is no point preserving a dangerous tree.

Resident – We are not going to chop it down.

**23/66. Minutes of the meeting 9<sup>th</sup> May 2023:** Were signed as a true record.

**23/67. Matters arising from 9<sup>th</sup> May 2023 Meeting:** None.

**23/68. Correspondence:** a) Report of motorbikes using the footpath from Buckenham Road to Norwich Road. **Decision:** It is difficult to report to the police an isolated incident, after the event. Monitor for further misuse of the footpath.

b) E-mail from Galliford Try to ask if the Parish Council would be in support of 'Talking Heads' an idea to film several short clips of local people who positively support the A47 road improvements, stating how the road currently impacts and what it will mean to them to see it completed i.e., accidents, volume of traffic, queues and how this is worse in the summer months. **Decision:** There are no objections.

**23/69. Planning:** a) The Broadland District Council Lingwood and Burlingham Tree Preservation Order 2023 No. BD0605 Tree(s) at: Beechbank, Buckenham Road Lingwood Norfolk NR13 4BL. **Decision:** Generally, the Parish Council like to keep mature trees in the Parish but if there are safety concerns these need to be addressed. There is no objection to the work being done to the tree. There is no point in preserving a dangerous tree. The resident is not going to remove the tree but as it has been left to overgrow over the years and become dangerous, causing an issue with power cables and damage to the neighbours garages, it does need to be heavily trimmed to stop further damage to property and the power cables. There does not appear to be a need to put a TPO on this tree, the Parish Council or Parish Tree Warden did not request it, Broadland District Council experts would be the only ones that would be able to let us know the reason there is a TPO necessary.

**23/70. Millennium Green Boundary with Post Office Close properties:** Request from resident for a strip of land to bring their boundary in line with the other properties. (Purchase implications). The Natural hedgerow was the boundary of the field. People's interpretation of the boundary has been different. Norfolk County Council (NCC) owned the field before the Parish Council. NCC wrote to home owners in 1993 to offer them the chance to purchase the land. Most chose to purchase then, some chose to at a later date. A hedge boundary would possibly be about 3 feet?

Roz – I can see why they want to do it but in view of the fact the others purchased the land, it wouldn't be right. I still have the NCC letter, the land was offered to purchase for £2,000 back in 1993 or to purchase a yearly licence fee for £10.

We could sell it, but they would have to pay all of the fees, including ours.

Resident of No. 22 – When we first moved in, we asked the previous owner why the fence wasn't out as far as the others and he didn't know.

Resident of No. 24 – Concrete and metal has been dumped and dug up around the bottom of the tree and is dangerous to the children climbing it. Some people have used the piece that dips in, to urinate up my fence.

Resident of No. 22 – Our fence is 6 feet back from the fence of the other properties. My neighbour said that theirs is the natural boundary. It can't be worth much as it is a wasted piece of land.

Public – It is public land and every foot that is taken is taken away from the Parish amenity land.  
Resident of No 24 – It is quite dangerous there at the moment, so there is a sense of urgency to clear around the bottom of the tree.

Clerk – Unfortunately it looks like people have been dumping rubbish around the bottom of the tree, it looks like concrete gravel boards. I will have to get quotes for clearing it away.

**23/71. Neighbourhood Plan:** The consultation ended at midnight on 4<sup>th</sup> June. We will look at the comments and see if any amendments are needed to the plan. If we don't alter the plan where there have been particular criticisms, we will have to justify why.

**23/72. Review of Standing orders and policies:** There was a review of Standing orders, financial standing orders and internal control, risk assessment, model code of conduct, Civility and respect, grant award policy, training policy and the equal opportunity statement. The newest Standing orders had slightly different figures than the one adopted last year. **Decision:** It was resolved to adopt the newest Model Standing orders and the policies as presented.

**23/73. Lingwood Village Hall Request for small play area for the Hall:** The Clerk e-mailed the person who requested the play area to let them know a full proposal from the Village Hall would have to be submitted before a decision could be made. The proposal would have to include future maintenance responsibilities as well as insurance and inspection implications. The Village Hall, as a charity, would have grants they could apply for that the Parish Council couldn't.

**23/74. Community speed watch:** Strumpshaw Parish and Lingwood & Burlingham can join forces as both are having problems getting enough volunteers. **Decision:** It was resolved to join forces with Strumpshaw Parish Council. A new call for volunteers was put into the Parish News.

**23/75. Highways:** The hedge has grown over the Speed Awareness Monitor (SAM) so it needs cutting back or the SAM needs to be moved.

The hedge on Station Road, opposite the Kings Head, by the railway, needs trimming back.

**23/76. Finance:** a) Payments Requested: i) S. Dickinson – N. Plan Website £7.20 (chq 2546).

ii) Footpath Warden Report May 2023 £150 (chq 2547).

iii) K. Monsey Cemetery Grass May £280 (chq 279).

iv) Beighton Builders Maintenance of 3 Cemetery benches. £120 (chq 280).

v) Beighton Builders Lychgate – invoice not yet received.

(vi) Cheque from Cemetery to main account for Beighton builders cemetery fence repairs and refurbishment, payment made from main account by mistake. £1177.20

vii) S. Dickinson – Salary underpayment by Barclays £123.03 (chq 2548).

viii) HMRC – National insurance contributions April and May £35.91 (chq 2549).

ix) E.A.S grass cutting Millennium Green March – May £372.96 (chq 2550).

b) Retrospective Payments made for authorisation: i) S. Blyth – Internal Audit £90 (chq 2545).

ii) Wave – Allotment water £58.58 (chq 2543).

c) ENTUA (East Norfolk Transport Users Association) Annual Donation of at least £5. **Decision:**

It was resolved that we give £10 this year. (chq 2551).

d) NALC offer of a .gov.uk domain name registration. £112 + VAT every two years (this is a standard cost and term, set by the Government). It is an expression of interest at this point, only some Councils will be chosen. **Decision:** This is safer and would give more reassurance to people when contacting or being contacted by the Parish Council. It was resolved that we express an interest to NALC.

e) Norfolk Playing Fields Association £30 Subs. **Decision:** It was resolved to pay the subs of £30. (chq 2552).

f) Signing of Account book reconciliation. The bank reconciliations were checked and the accounts book was signed.

g) Year-end Accounts for external Audit. The Clerk read out the internal audit and the recommendations were addressed. The Clerk has started the process to do online banking. The accounts were signed as correct.

*N.B. Strumpshaw Parish Council would like to know if Lingwood & Burlingham would like to book 2 training sessions @ £240 for up to 7 Councillors. There are only 2 Councillors that need training and only 1 able to do those dates. Training is @ £35 per person and possible via zoom so it would be best for individuals to arrange training and dates to suit.*

*There being no further business the meeting closed at 21.00*  
*Next meeting of the Parish Council is on 4<sup>th</sup> July 2023 at 7.30pm,*