



MINUTES OF THE MEETING OF REEPHAM TOWN COUNCIL

HELD ON WEDNESDAY 11th NOVEMBER AT 7.30pm.

The meeting was held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via Zoom.

Present: Cllr P. Mitchell (Chair), R. Comer (Vice Chair), M. Lester, M. Steel, S. Fisher, A. Hazelwood, J. Harding and V. Harfield-Simpson

Town Clerk - Jo Boxall
District Councillor S. Beadle
3 members of the public

1. APOLOGIES FOR ABSENCE

No apologies for absence received. It was recorded that Cllr Kular may be running late.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None received.

3. MINUTES

Minutes of the Town Council Meeting held on 14th October 2020 had previously been circulated, were confirmed and will be signed by the chairman.

4. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS

A letter was sent to Norfolk County Council Highways requesting a review of their decision to refuse permission for a handrail on steep footpath between Bircham and Ollands Road. It was agreed to continue to pursue the matter. The Assistant Director of Planning at Broadland confirmed receipt of the letter sent expressing Council's concern about the decision made not to install a zebra crossing on Cawston Road and will liaise with County Highways. An email was received from Norfolk County Council confirming that they would leave on record the Town Council's request for the 30MPH limit to be extended further than proposed to include all of Stony Lane due to concern for the safety of pedestrians. 30MPH signs have now been moved.

5. REPORTS FROM POLICE, DISTRICT AND COUNTY COUNCILLORS

District Councillor - Cllr Beadle informed the Council on Community Grants and Member Ward fund available from Broadland.

Police – The monthly report was circulated electronically.

County Councillor – County Councillor G. Peck sent his apologies.

Residents expressed concern about the poor landscaping around the Co-op. It was confirmed that the revised planting scheme was approved by Broadland under reserved matters and is a marked change from original proposals. Concern was expressed about the railway sleepers removed from Marriotts Way to another location as there is a possibility that they may be contaminated.

6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

A representative from the Town Team / Festival of Light spoke regarding the grant application. It was hoped that the Christmas trees with lights would be put up on 5th December.

7. TO APPROVE CO-OPTION OF COUNCILLOR

Barbara Douglas was co-opted onto the Council as proposed by Cllr Comer, seconded by Cllr Harfield-Simpson and agreed unanimously. The Declaration of acceptance of office form was signed and displayed to the meeting.

8. TO APPROVE REPAIR OF CHURCH CLOCK, MAINTENANCE CONTRACT AND FURTHER WORKS

It was unanimously agreed to accept the quote from Michlmayr for the repair / restoration of the Church clock, an annual maintenance contract to clean and lubricate the clock as required and the installation of a pendulum regulator unit which would negate the need for anyone to reset the time as the unit is GPS linked and will regulate the time automatically including summer / winter changes. This was proposed by Cllr Comer and seconded by Cllr Steel.

9. TO RECEIVE UPDATE AND APPROVE FURTHER ACTION IMPROVING MOBILE PHONE SIGNAL – REEPHAM

Cllr Harfield-Simpson gave a brief update on recommendations from Broadland regarding the poor mobile phone signal. Several options were detailed and circulated to Council. The Council were awaiting further information with regards to the possibility of installing a 'small cell' (mast) aimed at providing coverage where signal was not available.

10. TO RECEIVE UPDATE AND APPROVE FURTHER ACTION – WHITWELL COMMON DRAINAGE

Following information received indicating that the Town Council have responsibility of ownership for the Common, Cllr Comer met with a Trustee of Whitwell Common and reported back to Council. Cllr Comer did not feel that the Council should have any concerns with regards to their responsibility for the common. Whitwell Trustee asked for support in putting together a risk assessment as the Town Council's insurance company had indicated the need for the Trustees to have one in place.

11. FINANCE –

To receive the income & expenditure report and approve list of payments

The Income & Expenditure report was received. The list of payments was approved, as proposed by Cllr Steel and seconded by Cllr Fisher.

To receive / consider grant applications from Reepham Town Bowling Club, Reepham Festival of Light, Shop Reepham and Reepham Rotary

The Bowling Club requested £500 - for new fence materials (£400) and a contribution towards development of a website and other recruitment materials (£100)

The application from Shop Reepham had been withdrawn as funding had been obtained elsewhere .

Bowling club – It was agreed to award a grant of £400 to the Bowling club for the purchase of materials to repair the fencing. It was agreed to invite the Bowling Club to reapply for the £100 for a website and recruitment materials once current restrictions have been lifted if they could not find support elsewhere. Proposed by Cllr Mitchell and seconded by Cllr Comer.

Town Team / Festival of Light - It was unanimously agreed to award a grant up to a maximum of £827.38 for the installation of 32 Christmas trees in the market place as proposed by Cllr Mitchell and seconded by Cllr Fisher.

It was unanimously agreed that a grant could not be awarded to the Reepham Rotary in support of their 'Help Reepham Help Reepham' project as it did not fulfil the RTC Policy for awarding grants, as it is non-specific and in essence is being applied for on behalf of other organisations.

To receive budget report for consideration

The RFO circulated a draft budget report for consideration. Precept to be determined at the December meeting

To approve Clerk's membership to SLCC

The Council unanimously agreed, as proposed by Cllr Fisher and seconded by Cllr Harding, to approve the Clerk's membership to SLCC, details of which had previously been circulated to Council for consideration..

12. ALLOTMENTS

Cllr Fisher gave an update on allotment matters and highlighted two areas of concern. As demand for allotments has increased and there is now a large waiting list, there was a greater need to ensure that all plots are being fully cultivated. It was agreed to write to all tenants to remind them of their obligations.

Concerns have been raised about the welfare of chickens. It was unanimously agreed that the Council should move forward with proposals to set guidelines and contact tenants to ensure that chickens are being properly looked after, as proposed by Cllr Harfield-Simpson and seconded by Cllr Lester.

13. TOWN HALL

The Clerk confirmed that the building has been closed again following recent restrictions. The Clerk and RFO are currently working from home. The Clerk reported that the audio system had been repaired (according to the engineer). Quotes had been requested for simplifying the system which would be reviewed by the Town Hall Management Committee.

14. MARKET PLACE

It was confirmed that the meeting Broadland District Council scheduled for 26th October (to start reviewing options for development and parking in Reepham) had been cancelled. The Town Council sent a letter to Broadland asking for clarification on the proposed consultation / project. Broadland's response was circulated to Council for consideration.

It was confirmed that as the local contractor initially tasked to help with the moving of the planters was no longer able to help, Broadland had been contacted. A local builder is going to use a pallet trolley to move some of the planters on Friday where they are on level ground. It was agreed to move the ones taking up car parking spaces as a priority.

15. CEMETERIES

No comments were received

16. STIMPSON'S PIECE –

A Trustee meeting was scheduled to follow Town Council meeting.

Working Group

It was unanimously agreed, as proposed by Cllr Fisher and seconded by Cllr Steel, to approve the terms of reference for the Stimpson's Piece Working Group.

17. PLANNING

a) APPLICATIONS FOR CONSIDERATION

20201991 - Meadowsweet, Whitwell Street, Reepham, NR10 4RA
Proposed single storey flat roof front extension

Cllr Harfield- Simpsons declared a personal interest. The Council unanimously agreed that they had no comment or objection.

20200469- Broomhill Lane, Reepham, NR10 4JT
Widening of carriageway with traffic calming, revised junction configuration with Whitwell Road, Shared use cycleway/footway and surfacing footpath to Park Lane – amended application
Amended Dwg No PR2208_HP_003 Proposed Spin Road Plan received 20 October 2020 & An amended Tree Planting and Protection Plan has been received.

It was unanimously agreed that the amendments did not address concerns raised previously by the Town Council, in particular the danger posed to cyclists exiting the footpath from Park Lane. The Council expressed concern over the loss of trees. The Council stressed again the need for the Planning Authority to consider all three applications - Widening of carriageway, Provision of New Sports Hall and Proposed Residential Development for 141 dwellings as a whole as they are interlinked.

20202041- Wood Farm, Brick Kiln Lane, Kerdiston, NR10 4RR
Siting of two shepherd huts to be used as holiday lets

The Council unanimously agreed that they had no comment or objection to the application.

20202047- Station Yard, Station Road, Reepham, NR10 4LJ

Display of 1) Internally illuminated fascia lettering; 2) Internally illuminated double sided totem sign – advertising consent

Following discussion, the Council unanimously agreed that they had no objection in principle to the signage but would expect the lights to be turned off when the shop is closed. It was agreed that the totem would be extremely prominent and out of scale for the size of development / surrounding environment. If provision not already made, it was agreed that the car park lighting is incredibly brightly lit and should also be turned off one hour after the shop closes.

b) APPLICATIONS DETERMINED

These were noted.

c) TO CONSIDER LATE PLANNING APPLICATIONS

Variation of the premises licence for Spar, 2 Ollands Road, Reepham, Norwich, NR10 4EJ.

To extend the current opening/licensing hours, and to remove any embedded restrictions inherited from the Licensing Act 1964 – The application was circulated for consideration.

As previous objections were submitted to licencing re extension of hours not beyond 10pm, 6am start not an issue – the Council objects to the extension to 11pm as 10pm is sufficiently late in a predominately residential area.

18. TO NOTE CORRESPONDENCE, ITEMS OF INFORMATION & REFER TO FUTURE AGENDA ITEMS

- Reepham Good Neighbours Scheme – It was agreed that there was no requirement for a further leaflet drop.
- Head of PE at RHSC – email received requesting meeting to see what the community would benefit from in regards to sporting facilities and equipment – Following initial contact, it was agreed that Cllrs Hazelwood, Lester and Harfield-Simpson would be involved with further discussions.
- Papillion Project – The Council agreed to support request for an organised and supervised litter pick around Reepham.
- Vattenfall – An email was circulated providing Project update
- Sheringham Shoal & Dugeon extensions project phase one consultation summary report was circulated
- My DNAhealth – an email was received seeking Town Council support for proposed covid testing- Council agreed that they couldn't be seen to strongly support individual businesses

Future agenda items to include Setting precept 2021/22, allotment rent review, Cemetery fees from January 2021,

19. CONFIRM THE DATE AND TIME OF THE NEXT FULL COUNCIL MEETING

The Chairman confirmed the date of the next Meeting as Wednesday 9th December 2020, at 7.30pm via zoom

20. TO CLOSE THE MEETING

There being no further business, the Chairman closed the meeting at 21.18p.m.

Minutes Agreed..... 9th December 2020