



# Raynham Parish Council

## Meeting Minutes

Tuesday 26 January 2021, 7pm

---

Parish Councillors present: David Sidell (Chairman), Andrew Buck, (Vice Chairman), Richard Brooke, Tim Mudd, Barry Sergeant, Tracey Fenn, Tom FitzPatrick (County Councillor) Nigel Housden (District Councillor).

Also in attendance: Jodie Bond (Parish Clerk), there were no members of the public.

---

**1. Welcome and to receive apologies for absence**

Chairman welcomed all those present. There were no apologies for absence.

**2. To receive declarations of interest in items on the agenda and consider any requests for dispensations**

There were none.

**3. To approve the minutes of meeting held on 24 November 2020**

The minutes were approved without amendment.

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

There were none.

**5. Receive reports from NCC & NNDC Councillors and PC if attending**

*Councillors reports are available to view via our website [www.raynhampc.info](http://www.raynhampc.info)*

**NCC Cllr FitzPatrick**

Update on the gritting route request – It will not be possible to add Broomsthorpe Road and Massingham Road to the gritting route for this winter, however it will be considered in June 2021 for next winter. Cllr FitzPatrick will monitor this. Cllr Mudd will forward details of another recent accident that occurred on this stretch of road.

**NNDC Cllr Housden**

There has been no further progress on the on Section 106 agreement in the last few months as the planning officer looking after this application left before Christmas.

The commuted sum for The Orchard bus shelter has been confirmed at £10,000.

The allotments will still need to be looked at.

Cllr Housden has reported some fly tipping in the local area.

Raynham Estate still have a few current planning applications with the decisions still pending.

Further questions were welcomed.

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

There were none.

## **7. Open Spaces**

### 7.1 White Village Gateways update

Clerk had been chased Highways for an installation date; however, this is still not confirmed. Further update to follow. Cllr FitzPatrick will help escalate this matter if required.

### 7.2 Discuss and agree any general maintenance work required around the village

Cllr Sidell replaced the drain cover on Cherry Tree Green for the cost of £12, This was previously highlighted as a trip hazard. Thanks, given.

### 7.3 Consider any Highways Issues

Cllr Fenn reported the damage being caused to the green triangle at the top of The Drove as farmers vehicles and other vehicles keep driving over it. Clerk to report this to Highways and attach photos once received from Cllr Fenn.

### 7.4 Consider and agree projects for PPS and other funding applications

There were none.

#### 7.4.1 Discuss replacing street lighting with LED Lights

Clerk still awaiting an inventory, listing age and condition of the streetlights. NNDC Sustainable Communities Fund, and NCC PPS do not support grants for streetlighting. Clerk had circulated some prices for replacement streetlighting from K&M and Westcotec. Cllr Buck and Cllr Brooke believe we are paying too much for our electricity and would like to source some alternative suppliers. Clerk to look into the increase in electricity costs over the past few years and make enquiries with UKPN regarding the existing LED streetlights we have. Clerk to obtain further information and prices and circulate to the Council.

### 7.5 Receive update on bus shelter at The Orchard

Cllr Housden advised that he had received the Parish Councils specification and funding request. Cllr Mudd highlighted that the position of The Orchard bus shelter appears to be on the grass verge outside the entrance, on the plan, not within the Close as previously discussed, and this could cause visibility issues. Cllr Housden agreed this may not have been thought through properly. Clerk to forward these comments to the planning office at NNDC.

### 7.6 River Footpath Access

Clerk had requested permissive access, but no response had been received from Raynham Estate. Cllr Sergeant reported that the culverts had been filled in since the trees had been removed.

### 7.7 Discuss the footpath behind The Drove

Cllr Fenn raised issues regarding the pathway behind a property on Hollow Lane where the rear fence and shed are encroaching onto the footpath. Clerk to write a letter to request that it be moved back inside their boundary.

## 8. Planning Matters

PF/20/0756 | 9 & 10 West Raynham Road, South Raynham, Fakenham, NR21 7HG

Variation of condition 2 (approved plans) of planning permission PF/18/0034 to allow for changes to internal layout, installation of air source heat pump with enclosure, new lean-to extension to north elevation following demolition of existing lean-to; alterations to windows.

**PC Comment – Neutral | NNDC decision - Awaiting**

LA/20/0757 | 9 & 10 West Raynham Road, South Raynham, Fakenham, NR21 7HG

Variation of condition 2 (approved plans) of listed building consent LA/18/0027 to allow for amendments to approved works associated with changes to internal layout, installation of air source heat pump with enclosure, new lean-to extension to north elevation following demolition of existing lean-to; alterations to windows.

**PC comment – Neutral | NNDC decision - Awaiting**

PF/20/0763 | Plot opposite No. 9 West Raynham Road, South Raynham

Variation of Condition 2 of Planning permission PF/18/0041 to allow for changes in design detailing and finishes

**PC comment – Neutral | NNDC decision – Awaiting**

PF/17/0729 - Erection of 94 dwellings - Objection – No decision

**PC comment – Objection | – NNDC decision - Awaiting**

PF/20/1384 | Change of use of agricultural field and woodland to camping site for 10 yurts

Land west of walled garden, Raynham Hall, Raynham

**PC comment – Neutral - The white tops of the yurts are not in keeping with the natural surroundings.**

**NNDC decision – Awaiting**

PF/20/1412 | Woodlands, Swaffham Road, South Raynham, Fakenham, NR21 7HP

Proposed single storey side and rear extensions

**PC comment – Neutral | NNDC decision – Approved**

PF/20/1591 | 1 Swaffham Road, East Raynham, Fakenham, NR21 7EE

Two storey detached dwelling following demolition of existing dwelling: new vehicular access to Swaffham Road (A1065) via Hall Farm

**PC comment – Supports | NNDC decision – Awaiting**

PF/20/1580 | 8-10 Swaffham Road, East Raynham, Fakenham, NR21 7EE

Demolition of existing house and erection of three replacement dwellings

**PC comment – Supports | NNDC decision – Awaiting**

PF/20/1581 | 7 Swaffham Road, East Raynham, Fakenham, NR21 7EE

Demolition of existing house and erection of replacement dwelling and garage

**PC comment – Supports | NNDC decision – Awaiting**

LA/20/1977 | Vere Lodge, West Raynham Road, South Raynham, Fakenham, NR21 7HE  
 Restoration of existing windows, replacement doors and windows, new entrance portico and new fencing

**PC comment – No objection | NNDC decision - Awaiting**

PF/20/1916 | Home Farm, Hollow Lane, West Raynham, Fakenham, NR21 7HA  
 Variation of condition 2 (Approved plans) of planning permission PF/19/1042 to allow addition of study area within roof space of cart shed garage to barn 5 and two roof lights with fold out balconies in south elevation

**PC comment – No objection | NNDC decision - Approved**

**9. Correspondence**

Clerks & Councils' Direct Magazine.

NNDC Governance Review – The boundary change proposes that Raynham would gain The Kitptons, and all the RAF base properties would be included within the parish of Raynham. The Parish Council precept would grow with additional properties. However, it has been mentioned in the past that the airbase become its own Parish. Cllr Housden believes that this proposed boundary change would help stop any division and if there was more cohesion it would function more efficiently. Further discussion and update to follow.

**10. Finance**

Clerk had circulated three quotations for the 2021 grass cutting contract. CGM Ltd £1564, Robert Cox £2385, Barry and Shaun Andrews £2217. Following discussion, the Council RESOLVED to award the 2021 contract to CGM Ltd. Clerk to action.

10.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

| Payment to                           | Description                                    |     | Payment         |
|--------------------------------------|--|-----|-----------------|
| Clerk                                | Salary   |     | £234.50         |
| Hempton PC                           | Clerk Mobile, Laptop & Stationery Contribution |     | £25.16          |
| NNDC                                 | Bin Emptying                                   |     | £764.40         |
| Eon                                  | Electricity costs for Dec & Jan                | DD  | £237.88         |
| <b>Total payments to be approved</b> |  |     | <b>£1261.94</b> |
|                                      |  |     |                 |
| Receipt from                         | Description                                    | Ref | Amount          |
|                                      |  |     |                 |
| <b>Total receipts received</b>       |  |     | <b>£0</b>       |

Payments to be made by BACS.

Draft until approved at next meeting

10.2 To agree the budget and precept for 2021/22

The Clerk presented a draft of the budget for discussion. Following discussion, the Council RESOLVED to agree the budget figures and set the 2021 precept at an increase of 13% representing an increase of £751.92

**11. To receive any items for inclusion on the next agenda and to note the date of the next meeting**

Date of next meeting will be Tuesday 30 March 2021.

The Chairman closed the meeting at 8.15pm

Signed by Chairman: ..... Date: .....