



Raynham Parish Council

Meeting Minutes

Tuesday 29 September 2020, 7pm

Parish Councillors present: David Sidell (Chairman), Richard Brooke, Tim Mudd, Barry Sergeant, Tracey Fenn, Tom FitzPatrick (County 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. Apologies received from Cllr Buck. Apologies accepted.

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 28 July 2020

The minutes were approved without amendment.

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

Following a request from Cllr Mudd regarding an update on the road markings near the Kiptons, Cllr FitzPatrick agreed to look into it with Highways. Clerk to also contact Cllr Housden for an update.

Cllr Sidell advised that once the new dog bin has been installed the Parish council agreed to include it with the existing emptying schedule at NNDC.

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

NCC Cllr FitzPatrick (report can be viewed via our website www.raynhampc.info)

NNDC Cllr Housden – not present

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

There were none.

7. Open Spaces

The footpath grass has now been cut as requested. Clerk to request that the contractor also cut back the overgrowth along the hedge on the footpath during their next visit.

7.1 Play Area update

Clerk confirmed that the NNDC 'No Dog' signs have now been fitted.

Cllrs Brooke & Sidell have inspected the low boughs in the play area and agree that some are dangerous, especially following the recent bad weather, and do need to be taken off. Clerk to follow up with Raynham Estate to request for them to be remove them.

7.2 White Village Gateways update

The revised locations have now been agreed with NCC Highways. The order will now be placed with Glasdon and an installation date will be confirmed. Clerk to liaise with NCC Highways.

7.3 SAM2 relocation update

Clerk is still awaiting a quote from NCC Highways for the SAM2 post to be relocated from The Bowling Green to A1065. Update to follow.

7.4 Discuss and agree any general maintenance work required around the village

Nothing to report.

7.5 Consider any highways issues

Cllr Brooke reported that the gullies to the side of the road near the village green towards the village sign are blocked. Clerk to report to NCC Highways and include on future Highways Rangers list.

7.6 Consider and agree projects for PPS funding applications

LED quote received from K&M Lighting for £945 per lantern. It was recommended by the street light contractor that we consider installing the victorian style lantern in the village and have normal LED lanterns installed along the A1065 at a cost of £220 each, this would reduce the cost to an overall cost of approx £6265. Clerk to request an inventory listing the condition and age of the existing street lights so that we may consider carrying out the replacement in stages. Once a decision has been made Clerk will submit a funding application to NCF Sheringham Shoal.

7.7 Consider and agree specification for the bus shelter at The Orchard

It was AGREED that The Orchards bus shelter would be based on the design of Countesthorpe from Littlethorpe of Leicester Ltd but without glazed end panels and only glazed panels at the front. The glazed panels should be Perspex instead of glass. Clerk to forward our specification request to Cllr Housden.

7.8 River footpath access

No further update received. Clerk to follow up with Raynham Estate.

8. Planning Matters

PF/20/0894 | Atcherley House, 4 Atcherley Square, West Raynham, Fakenham, NR21 7DG

Second floor extension to bay at rear, removal of 3 ground floor windows to rear and installation of glazed doors within enlarged opening, removal of dormers to rear elevation and installation of rooflights.

PC Comment – Neutral | NNDC decision - awaiting

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 – awaiting

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

9. Correspondence

Clerks & councils' direct magazine.

10. Finance

10.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

Payment to	Description	Chq No.	Payment
Clerk	Salary		£245.04
Hempton PC	Clerk mobile & stationery cont.		£10.14
CGM Ltd	Grass Cutting		£1615.04
Bracken	Pest Control – wasp nest		£45.00
Ladywell Accountancy	Payroll services		£49.50
Total payments to be approved			£1964.72
Receipt from	Description	Ref	Amount
Barclays	Interest	DC	£0.30
Total receipts received			£0.30

10.2 To review and approve the 6 monthly budget

The 6 monthly budget had been circulated to Councillors. The figures were agreed.

10.3 To agree to re-appoint the internal auditor for the 2020-21 financial year

It was discussed and AGREED to appoint Di Dann or a member of NPTS to carry out the annual internal audit for YE 31 March 2021.

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

Clerk to order a poppy wreath for Remembrance Day.

Date of next meeting will be Tuesday 24 November 2020.

Meeting was closed at 8.05pm

Signed by Chairman: Date: