



# Raynham Parish Council

## Meeting Minutes

Tuesday 27 July 2021, 7pm

---

Parish Councillors present: David Sidell, Tim Mudd, 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**

Apologies received from Richard Brooke (Vice Chairman), Andrew Buck and Barry Sergeant. 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 25 May 2021**

The minutes were approved without amendment.

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

The defibrillator and kiosk light had a loose connection and was disconnected, however it has now been fixed.

**5. To receive reports from NCC Cllr & NNDC Cllr, if attending**

Tom FitzPatrick's full report, which includes many useful links, is available to view and download from our website [www.raynhampc.info](http://www.raynhampc.info).

In addition to this report the children's summer reading challenge at the library is running again this year. Also, the matter of the school closure was raised with Jerome Mayhew. It is not run by County Council and therefore the closure process is not as long and drawn out. There was a consultation period however the school felt this was for parents only and during lockdown the school encouraged parents to move the remaining children to the school in Snoring. It is believed there were only around 6 pupils attending the school, the ideal number would be around 100. It is believed the school premises belongs to the Diocese but Cllr FitzPatrick agreed to check this.

Cllr Fitzpatrick is not satisfied with how this has been dealt with, especially as the school has in the past received grants from the Solar Fund too. Cllr FitzPatrick is waiting to hear back from Jerome Mayhew.

Cllr Sidell asked whether there was an update on the trod adjacent to Bowling Green and advised that following a discussion he had with the developers of the properties they agreed to excavate and level the area. Cllr FitzPatrick agreed to follow this up with Highways and ask them to confirm whether the trod could be installed following this excavation work.

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

There were none.

## 7. Open Spaces

The annual play area report has been circulated to Cllrs. There were a few minor issues that have been resolved to include fixing screws, removing the old 'No Dog' sign and tree stump. Cllr Fenn suggested tying up the loose climbing chain. Cllr Sidell agreed to action.

### 7.1 LED streetlighting funding update

The outline bid submitted to Sheringham Shoal was successful. Clerk to proceed with a full application.

K&M Lighting Services' contract is due for renewal. Following discussion, the Council RESOLVED to sign a 3-year contract. Clerk to action.

### 7.2 Receive update & agree the NCC proposal for the footpath behind The Drove/Hollow Lane

The Chairman and Clerk met with Sarah at NCC Highways and following discussion it was agreed that the best resolution would be to reinstate the footpath to the side of the property on Hollow Lane and to extinguish the old footpath. Sarah will continue discussions with Raynham Estate and the property owner. Ian from NCC sent an email following the site meeting, asking for the Council's comments on the above proposal. Following discussion, the Council RESOLVED to agree with the above suggestions having seen the site, it makes the most logical sense. Cllr Fenn would like a definitive map once the footpaths have been confirmed.

### 7.3 Discuss and agree comments for the NNDC Governance Review following public consultation

The Parish Council considered all responses received from local residents. The majority of the replies were in support of the boundary change, therefore, following discussion, the Council RESOLVED to support the proposed governance review and boundary change, to move all homes on the old RAF base into Raynham parish.

Cllr Fitzpatrick advised that the District Council met on 21<sup>st</sup> July and advised that the second stage of the consultation will run from Sept to Oct and it will go to a full council meeting in December.

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

There has been no further update received from NNDC. Once the governance review has completed Raynham may end up with 3 new bus shelters. The maintenance funds, once agreed, would have to be ringfenced and retained for the sole purpose of the bus shelter maintenance.

Cllr FitzPatrick agreed to confirm which buses run on the routes where the new bus shelters will be installed (close to The Kiptons and The Orchard).

### 7.5 Receive an update on the leaking septic tank on Hollow Lane

This issue has been raised with NCC and NNDC. Cllr FitzPatrick advised that the Environmental Health Department have been in touch with the residents involved and the residents have arranged for a camera survey to be carried out and will then arrange to have the necessary repair work carried out to the correct specification. This responsibility lies with the householders, and they could be served with a notice if they fail to remedy the problem.

Draft until approved at next meeting

The Parish Council thanked Cllr FitzPatrick for his involvement and are pleased to hear this matter will be resolved so that no more foul water leakages should appear on the public highways.

7.6 Discuss and report other highways issues

UKPN will be cutting back trees, along Hollow Lane next week to keep them clear of the overhead cables.

**8. Planning Matters**

8.1 To receive results of applications

PF/20/0756 | 9 & 10 West Raynham Road, South Raynham, Fakenham, NR21 7HG  
NNDC decision – Pending.

LA/20/0757 | 9 & 10 West Raynham Road, South Raynham, Fakenham, NR21 7HG  
NNDC decision – Pending.

PF/20/0763 | Plot opposite No. 9 West Raynham Road, South Raynham  
NNDC decision – Pending

PF/17/0729 - Erection of 94 dwellings  
NNDC decision – pending.

PF/20/1591 | 1 Swaffham Road, East Raynham, Fakenham, NR21 7EE  
NNDC decision – Pending.

PF/20/1580 | 8-10 Swaffham Road, East Raynham, Fakenham, NR21 7EE  
NNDC decision – Pending.

PF/20/1581 | 7 Swaffham Road, East Raynham, Fakenham, NR21 7EE  
NNDC decision – Pending

PF/21/0812 - Raynham - Vere Lodge, West Raynham Road, South Raynham  
PC comment - Neutral | NNDC decision - Approved

PF/21/0952 - Raynham - Unit 5, 21 Blenheim Way, West Raynham  
PC comment – Supports | NNDC decision - Approved

PF/21/0994 - Raynham - Meadow House, 19 West Raynham Road, South Raynham  
PC comment - Neutral | NNDC decision - Approved

8.2 To receive and consider new applications

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

Proposal: 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

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

Proposal: 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

**9. To receive and consider correspondence**

- Armed forces covenant – Following discussion the Council RESOLVED to sign the pledge to honour the armed forces covenant and support the armed forces community. Clerk to sign on behalf of the Council.
- NCC definitive map and public rights of way statement – Copy of a statement to NCC from a resident in Swaffham, for our information, requesting a right of way across land between East Raynham and Colkirk.
- Letter from Barclays Bank regarding changes to their T&C's – Letter was made available to view.
- Email regarding the parliamentary boundary review – The proposal is to see Raynham Parish move from Broadland into North Norfolk, Cllr Brookes is in support of this proposal and asked the Cllrs for their views.

It was agreed to discuss this again with all Cllrs before a final comment is made. Cllr Fitzpatrick's view is to leave it as it to make it easier for people to differentiate between boundaries (parliamentary, parish, district etc).

- Email received regarding the NW link project update. Cllr FitzPatrick advised that the preferred route has been agreed and the contractor selected. They are waiting for full funding but hope to push on as soon as possible.

**10. Financial matters**

10.1 To approve the payment of accounts list

The Council RESOLVED to approve the payments list (below)

Payment to	Description	Ref	Payment
<i>Eon</i>	<i>Electricity</i>	<i>DD</i>	<i>100.45</i>
<i>BHIB Ltd</i>	<i>Insurance</i>	<i>Online</i>	<i>352.64</i>
<i>CGM Ltd</i>	<i>Grass Cutting</i>	<i>Online</i>	<i>244.78</i>
Clerk	Salary – Jun/Jul	Online	227.06
Hempton PC	Clerk Mobile, Laptop & Stationery Contribution	Online	23.23
David Bracey	Play Area Inspection	Online	102.00
CGM Ltd	Grass Cutting	Online	489.54
NNDC	Dog Bin Emptying	Online	794.40
Total payments to be approved			£2334.10
Receipt from	Description	Ref	Amount
Barclays Bank	Interest on reserves	DC	0.04
Total receipts received			£0.04

Payments to be made online.

**11. Consider and agree archived documents to be stored at the Norfolk Records Office**

The Council RESOLVED to store all relevant archived documents at the Norfolk Records Office. Clerk to action. Cllr FitzPatrick offered to take the files to County Hall when we are ready, Thanks given.

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

The date of next meeting will be Tuesday 28 September 2021.

The Chairman closed the meeting at 8.24pm

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