

## Minutes of Cranworth Parish Council Meeting held on 18<sup>th</sup> June 2020 at 9.30am via Zoom.

**Present:** Cllrs C Brown (Chair) (CB), R Brown (RB), C Eglinton (CE), A Lavers (AL), M Lavers (ML) and C Robson (CR).

**In attendance:** The Clerk, CC Connolly and DC Turner

1) **Apologies.** Cllr Ireland

2) **Declarations of Interest.** None

3) **Adjournment for Public participation.** None

4) **Minutes** of the Parish Council meeting held in March 2020 had been previously circulated. They were initialled and signed as a true record by the Chairman.

5) **Matters Arising from the minutes of the last meeting (not already on the agenda):**

- The Clerk requested a litter pick between the Airfield towards Shipdham and from Southburgh towards Cranworth. **Clerk to chase**

6) **Correspondence**

- NCC – Parish Partnerships 2021/22. To be added to next agenda. **Clerk to action**

7) **Planning**

### Applications received between meetings

- 3PL/2020/0390/HOU & 0391/LB: Red Hall, Red Hall Lane – Extension and alterations. No objections subject to Listed Building consent
- 3PL/2020/0269/F: Homestead, Hook Lane, Building B – new residential detached dwelling. No objections subject to Highways agreement.
- 3PL/2020/0260/F: Homestead, Hook Lane, Building A – conversion of Ex USA Services building to residential unit with adjoining annexe. No objections
- 3PL/2020/0270/F - Conversion of ex-USA services building to residential unit including the demolition of an outbuilding. No objections, however this comment was revised (see post meeting note)
- 3PL/2020/0367/O: River View, River Lane, Southburgh – erection of two holiday lodges and associated parking. Cranworth Parish Council feel that this application should be refused. They note that the size of development is smaller than the previous application for the site, however access along a single width approach road still remains unresolved. The Parish Council strongly agree with the delegated officer report for the previous application (3PL/2019/0990/O) refusing development and fully support the Highways comments that were submitted at that time. Councillors feel that there is no reason for a different response to be submitted. (Comment submitted with 6 in favour and one abstain)
- 3PL/2020/0424/HOU: Wood Farm, Southburgh Road, Southburgh – single storey side extension. No comments

### Applications

- None

### Notifications

- 3PL/2020/0390/HOU & 0391/LB: Red Hall, Red Hall Lane – Extension and alterations. APPROVED by Breckland Council
- 3PL/2020/0424/HOU: Wood Farm, Southburgh Road, Southburgh – single storey side extension. APPROVED by Breckland Council
- 3PL/2019/1491/F: Manor Farm, Pittocks Lane, Cranworth – conversion of two farm buildings for visitor (holiday) accommodation. APPROVED by Breckland Council
- 3PL/2019/1492/LB: Manor Farm, Pittocks Lane, Cranworth – conversion of two farm buildings for visitor (holiday) accommodation. APPROVED by Breckland Council
- 3PL/2020/0054/F: High House Farm, High Common, Southburgh – conversion of two redundant farm outbuildings into residential use. APPROVED by Breckland Council

### Other Planning Issues

- Moulders Meadow: CB reported that the site has been divided into two plots, both of which are being used for residential dwelling. **DC Turner and Hewett to contact Planning Enforcement for an update.**

### **8) To agree the Certificate of Exemption and review the asset register, Statement of Internal Control and Financial Regulations and receive the internal auditors report.**

These had been previously circulated and were agreed. Proposed: RB, seconded: CR

### **9) To agree the Annual Statement of Governance 2019/20**

This has been previously circulated and was agreed. Proposed: RB, seconded: CR

### **10) To agree the Annual Accounting Statement 2019/20**

This has been previously circulated and was agreed. Proposed: RB, seconded: CR

### **11) Payment of Invoices and Precept Update**

#### Payments Received

- None

#### Payments now due

- |   |         |
|---|---------|
| • New standing order for Norfolk Pension Fund | £61.19  |
| • Norton Antivirus                            | £12.50  |
| • H Fray reimbursements (March – July)        | £63.78  |
| • A Baker – Audit fee                         | £50.00  |
| • TTSR (Grass cutting)                        | £881.11 |
| • HMRC  | £55.80  |

Proposed: CR, seconded: RB

### **12) Village Issues**

There was discussion around a tree survey and it was agreed that the Clerk should arrange a survey by AT Coombes. **Clerk to action**

Both the Jubilee Hall and Playing Field have received £10,000 grants from the COVID-19 fund. They have also received a three month insurance extension at no cost.

A flyer offering support during COVID-19 was circulated to all households and the only responses were those of residents offering support. There has been a strong community spirit which the Parish Council are proud to support and acknowledge. Thanks were recorded to the Clerk for her hard work in taking such swift action in supporting the Council at the initial lockdown.

### **13) Highways issues**

- The grates along the main road in Cranworth and Letton road are blocked and there are plants are growing out of them. **Clerk to request these are cleared**
- The road next to Letton Hall has not been repaired and there is a large drop into the verge at the side of the road
- There is a large pothole opposite the northern entrance to Home Farm
- CB and GI are investigating the drainage under the under the village green as CC Connolly has offered to provide at least £1,000 of his members allowance to support this project. **CB and GI to progress this for agreement before the end of this financial year.**

### **14) Future agenda items**

Footpath update

Village Sign update

### **15) Confirmation of date of next meetings:** 7 September and 2 November 2020 time and venue to be arranged

Meeting Closed at 10.10am

## **POST MEETING NOTE**

Following a site meeting, at the invitation of the applicant, five parish councillors who were familiar with the three planning applications were shown the whole area and the current condition of the WWII buildings which are subject to those current planning applications.

The Council comment on the following applications is as follows:

### **3PL/2020/0260/F - Conversion of ex-USA services building to residential unit with adjoining annexe:**

We support this application as it will preserve the historic buildings.

### **3PL/2020/0269/F - Proposed new residential building:**

The Council feel that a new build on the site is not appropriate or necessary. There are other buildings on the site owned by the applicant which had not been restored and new builds contravene the planning regulations for the unserved parish and were also outside the boundary. A precedent was also set when an application for a new build on a neighbouring property was refused in the last couple of years

### **3PL/2020/0270/F - Conversion of ex-USA services building to residential unit including the demolition of an outbuilding**

The Council support the demolition of the outbuilding which would allow the refurbishment and conversion of the main building to a residential unit. The historic underground shelter on this site should, however, be retained.