

**Minutes of the Meeting of Mautby Parish Council held on
Wednesday 2nd August 2023 at 7.30pm at Stokesby Community Centre**

Present: Mark Bullent (Chairman)
Amanda Bayfield
Vivyan Bishop
Dean Hewitt
Catherine Moore, Parish Clerk

Also present: Borough Councillor Adrian Thompson, and 3 members of the public.

1. Apologies for Absence

Apologies for absence were received from Jean Hodgson.

2. Co-option of Parish Councillors

There were no nominations for co-option.

3. Public Forum

a) Public

A member of the public raised their concerns regarding the application for Certificate of Lawful Use at Hall Farm, noting the following key points:

- Part of the area claimed as being used as domestic garden was not being used for this, it was waste land ancillary to the farm purpose. A garden amenity would have an adverse impact on the existing wood yard in that they would have to have due regard in relation to noise, and which had been operating for over 20 years.
- The building had been unlawfully occupied for a number of years, planning enforcement had been notified in September 2019 but did not serve an enforcement notice, which would have stopped the clock on lawful use.
- The movement of the wood yard shed was a planning condition from a previous application which had not been enforced.
- The 2022 application was nearly 18 months overdue for decision which had allowed a different planning route to be used. The two applications should not have been allowed to run concurrently.
- The Parish Council had had to push to be consulted on this application, and had not been consulted on the other application for consideration at the meeting. There were clear problems with the Council's own procedures and processes.

b) County Councillor

Not present.

c) Borough Councillor

Adrian Thompson reported that he had met on site to look at the bus shelter, with Norfolk County Council agreeing to put in the kerbing and tactile paving. A donation of £2,790 from the Shed Shop was gratefully received, meaning that the bus shelter was fully funded.

Adrian had met with representatives and planning regarding the Hall Farm situation, the current negotiations were looking at re-siting the woodyard shed, however the issue of lack of enforcement was not acceptable. The Leader of the Council was aware of this situation and Birketts had been appointed to provide independent legal advice.

Bulbs had been ordered for planting ahead of the 2024 season. Fleggburgh would be getting a zebra crossing in February 2024. Stokesby had installed new play equipment on the village green. Filby was looking to purchase a road sweeper. The issue of Afghan refugees was discussed, it was confirmed that grants had been received to house any that presented a need, which had not happened yet. Five houses were being added to the council house stock, these would be occupied by refugees unless none required it when it would be added to regular housing stock. Adrian noted that he voted against the increase in councillors allowances, and was the only councillor to do so.

It was noted that the No 7 bus through Filby was well supported but had resulted in the loss of a regular service through Runham, which had now become a pre-book service. This had affected college students not attending the catchment further education establishment.

4. Declaration of Interest for items on the agenda

Amanda Bayfield declared an interest in the Village Hall as a member of the Village Hall Committee.

Amanda Bayfield declared a pecuniary interest in the planning application for The Barn as the applicant.

5. Minutes of the meeting held on Wednesday 17th May 2023

The minutes of the meeting were **agreed** and signed by the Chairman, proposed by Mark Bullent, seconded by Amanda Bayfield, all in favour.

6. Matters Arising

a) Hall Farm Planning Update

Covered earlier in the agenda.

7. Accounts for Approval and Payment

a) Financial Update 2023/24

The financial update was presented, noting that the Council had £86,989.57 in the bank at 30th June 2023. Of this, £81,929.00 was in earmarked reserves.

b) Payments

It was **agreed** to pay the following, proposed by Mark Bullent, seconded by Vivyan Bishop, all in favour:-

C Moore	Salary June & July 2023	£290.10
HMRC	PAYE June & July 2023	£72.60
C Moore	Expenses June & July 2023	£5.23
Information Commissioner	Annual Fee	£35.00
Cowills Builders Limited	Village Hall Staged Payment (delegated)	£23,677.32

8. Correspondence

a) General Correspondence

The Clerk noted that the Parish Partnership Scheme was open for applications for 50% funding for small highways schemes. Councillors were asked to bring ideas to the September meeting.

ACTION: ALL

9. Planning

a) New Applications

06/23/0397/EU North Barn, Hall Farm Hall Road Mautby: Application for a Lawful Development Certificate for Existing Use - Use of barn as a dwelling and use of curtilage for residential purposes.

The application was considered and it was **agreed** to object on the following basis:

- The area designated as garden had not been used for this purpose for the four years.
- A complaint had been made by a parishioner in 2019 regarding the unlawful use, which had not resulted in an enforcement notice. This would have stopped the clock on the four years.
- Great Yarmouth Borough Council had failed to follow their own procedures and processes and had not determined the 2022 application.
- Great Yarmouth Borough Council had failed to uphold the previous conditions relating to moving the woodyard barn.
- Numerous applications had been made for the site which were being allowed to run concurrently, with decisions taking too long.
- A request would be made that this be called in to the Planning Committee.

ACTION: Clerk

06/23/0442/HH The Bungalow, Barn Lane, Runham: Proposed single storey rear extension.

Amanda Bayfield gave a brief overview of the plans, and left the room for the discussion.

It was **agreed** to support the application, proposed by Mark Bullent, seconded by Dean Hewitt, all in favour.

ACTION: Clerk

Amanda Bayfield returned to the meeting.

b) Decisions
None.

c) Applications Considered Between Meetings
None.

10. Reports from Councillors and Outside Bodies

a) Defibrillator, Runham

The Clerk reported that the insurance money had been received for the stolen defibrillator. Amanda Bayfield would speak with the Heart2Heart charity regarding the replacement defibrillator.

ACTION: AB

b) General Village Maintenance

Adrian Thompson kindly offered the donation of a free bench that was surplus to requirements in Filby, this was accepted with thanks and would be installed by Mark Bullent, with the plaque also installed.

It was noted that the bunting needed to be removed from the village green.

c) Village Hall Committee Report

Amanda Bayfield gave the Village Hall Committee's report, noting the following key points:

- Grant funding for kitchen equipment had been received from Adnams.
- A grant funding application had been made to Norfolk Community Foundation for 'Greening our Communities'.

- An application had been made to Thrive Renewables for an energy efficiency grant.
- 30 sponsorship letters had been sent out, with no response, so this would not continue.
- Events would be planned once a re-opening date was known, and a newsletter would be produced for residents.
- All furniture was securely stored in the outside sheds during the works.
- The Committee was reviewing its governance arrangements with a view to becoming a charitable trust.

The Clerk gave a progress report on the Village Hall renovations, noting that a site visit would be set up once the dusty work was completed.

A draft lease had been received from the solicitor and was being reviewed by the Committee. A tabular format addendum with specific areas set out would be added to this.

ACTION: Clerk

A meeting would be set up to further discuss the lease once the VHC comments were received.

ACTION: Clerk / AB

Once the works were complete and the lease agreed, a schedule of ongoing maintenance would be developed.

ACTION: Clerk / AB

The Committee would be looking to put on a re-opening event in September, provided the work was complete.

d) Village Green

The new trees were doing well thanks to a wet summer.

e) Policing and Vandalism

Nothing to report.

f) SAM2 Results

Dean Hewitt reported that the sign had been at the Bowling Green and gave an overview of the results.

11. Other Matters

a) Bus Shelter Project

Adrian Thompson passed on a generous donation of £2,790 from the Shed Shop together with his £200 Borough Councillor contribution, meaning that the project was fully funded. He noted the estimate from J Dixon & Son Ltd to construct a concrete pad and rustic style timber shelter at £6,480 plus VAT, with the kerbing and tactile surface being put in by Norfolk County Council. It was **agreed** to accept at that price and go ahead, proposed by Amanda Bayfield, seconded by Mark Bullent, all in favour. Adrian Thompson to pass through details of the warranty and to progress the works.

ACTION: AT

The Clerk noted that the precept would need to include a budget for maintenance, and that the shelter would need to be added to the insurance.

ACTION: Clerk

12. Reports from Councillors (for information only)

Councillors expressed an interest in attending a planning training course, the Clerk was asked to circulate information, to ask Great Yarmouth Borough Council whether they were doing any training sessions, and to put this onto the September agenda.

ACTION: Clerk

13. Date of Next Meeting

Wednesday 27th September 2023 7.30pm, Runham Village Hall.

The meeting closed at 9.30pm.

CHAIRMAN