

KETTLESTONE PARISH COUNCIL

Clerk: Mrs Joanna Otte,
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Present: G Ashby (Chair), C Hipkin, T Hoad, S Hyde, R Kilbourn, (Vice-Chair),
and: V FitzPatrick (District Councillor), S Aquarone (County Councillor), and three members of the public.

Meeting of Kettlestone Parish Council on Monday 19 July 2021 at 7:30 pm in the Village Hall

MINUTES

Welcome

- 1) **Apologies** from M Hoad and B Wyvill were accepted.
- 2) **Declarations of pecuniary interest** by the Councillors in any of the agenda items listed below.
None.
- 3) **Minutes of the previous Meeting** (5 May) were approved and signed
- 4) **Matters arising:** Progress on items from previous meetings for information or reminders only.
Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
None.
- 5) The meeting was temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors and police to report.
 - **A member of the public report a pothole** at the entrance to Church Court
 - **NNDCllr V FitzPatrick** (reported circulated via email)
 - Service provision at NNDC continues to be predominantly virtual but in person meetings can be arranged if there necessary.
 - Covid Support Officers and frontline staff will offer advice and support businesses, residents and visitors on new advice and guidance post July 19.
 - Community grants: Sustainable Communities Fund, Arts and Culture Fund, Community Transport Fund.
 - The District Council has been shortlisted for the 2021 Public Finance Awards recognising an exceptional performance in the issuing of Covid-19 businesses grants to sectors in the District affected by the pandemic. This is a real tribute to the work of the staff over the past year.
 - **Report from NCCLr S Aquarone**
 - Thank you very much for re-electing me to be your County Councillor once again. It is a job I am extremely excited about returning to following the May elections.
 - Climate Change (working in a cross party group)
 - Public transport – accessibility in rural Norfolk (bus users working group looking at LTP4): ideas local hubs, cycle enabled network.
 - Business training
 - Footpaths: campaigning to improve the number of footpaths, particularly in circular walks accessible from villages. If anyone has ideas on local footpaths please get in touch!
 - Member's allowance of £10,000 for Highways improvements and environmentally positive initiatives to enhance biodiversity (not maintenance).
 - Shane Hyde would arrange a walk/ cycle of local routes. It was suggested that a few extra links were needed to make PROWs accessible from the village and to create a circular route.

The Chair re-opened the meeting.

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6) Planning

a) Planning **applications** received since the previous meeting.

- i) PF/21/1174: Change of use of barn from gallery to provide extension to dwelling (The Old Barn Farmhouse); erection of single storey extension to link barn and existing dwelling & LA/21/1175: Internal and external works to facilitate conversion of barn from gallery to extension to existing dwelling (The Old Barn Farmhouse) at **The Old Barn Farmhouse 45 The Street**. Link circulated. Response submitted 10 June.

Kettlestone Parish Council has no objection in principle to the conversion of the barn into a residential extension. A link building between the house and barn has the potential to improve this area visually. However, we have concerns about some aspects of the application, as follows:

1. The addition of a window on the north wall of the annexe could give rise to privacy issues and would not be aesthetically beneficial. We would prefer to see a light-pipe, or a roof window orientated away from the neighbouring property.
2. We have concerns about the impact of a roof terrace in the context of a Grade 2 listed building. This may also give rise to safety issues due to the proximity to the road, and privacy issues.
3. There is insufficient information about renewable energy. Ideally the barn would utilise air source heat pumps (presumably the pumps for the house will not also be for the barn?)
4. As always, we seek to minimise light pollution within the village and therefore request a condition minimising external lights which should be energy efficient white light low-energy lamps (e.g. Philips Cosmopolis or fluorescent and not orange or pink sodium sources); fully shielded (enclosed in full flat glass cut-off fitments); directed downwards (mounted horizontally to the ground and not tilted upwards); switched on only when needed (no dusk to dawn lamps).
5. We request more technical information about the flue from the wood burner. Has due consideration been given to prevailing winds, height of the flue and its position so that a nuisance is not caused to neighbouring properties? What consideration has been given to the impact on the listed building? We would prefer that no wood burner be installed due to the health and pollution issues highlighted by the World Health Organisation. Use of renewable energy would be much better.
6. The road is very narrow outside the barn so we request a condition that specific arrangements are made for construction vehicles such that they do not block this part of the road or cause a further hazard on this blind corner.
7. We request a condition that the property is retained as a single property and not divided in the future.
8. There is no information about wildlife, for instance, we know that swifts, swallows and house martins nest in the vicinity, and there is the possible presence of bats. A survey should be carried out to investigate the use of the barn by wildlife, especially protected or 'at risk' species, and include a mitigation plan to deal with any effects of the building work. There is an obligation on NNDC to protect and promote biodiversity in the built environment, and specific biodiversity features such as swift nesting bricks should be part of this.

- ii) PF/21/1773: Addition of cladding to part of front elevation at **Mulberry House 59 The Street**. Link circulated. No objection submitted 12 July.

b) **Decisions** made by the District Council since the previous meeting.

- i) PF/20/1020: External alteration to light industrial building associated with proposed change of use to 3 dwellings subject of application ref. no. PU/20/0990 at **Barn East Of Church Farm Barn** Little Snoring Road. APPROVED.
- ii) PF/20/1030: Alterations to the external elevations of light industrial building associated with proposed conversion to 5 dwellings subject of application ref. no. PU/20/0981 at **Church Farm Barn** Little Snoring Road. APPROVED.
- iii) PF/20/2002: Demolition of light industrial buildings (B1) and erection of 8 dwellings & associated works (C3) at **Church Farm Barn & East Barn** Little Snoring Road. APPROVED.

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- iv) PF/21/0875: External alterations to barn (with extant permission for change of use to a dwelling), including installation of flue, photovoltaic panels and timber cladding at **Merryweather House Holbrigg Lane**. APPROVED.
- v) PF/21/0886: First floor extension over existing single storey side extension at **6 Pensthorpe Hall Cottages Fakenham Road Pensthorpe**. APPROVED.
- vi) PF/21/0977: Alterations to conservatory including replacement roof and installation of timber cladding; two roof lights and folding balcony roof window to front elevation; detached garage to front of dwelling at **The Hawthorns 120A The Street**. APPROVED.

c) Other planning matters

- i) NNDC Orig. Ref: ENF/19/0094 PINS Ref: APP/Y2620/C/21/3271912 Planning Appeal: **Land at Tuddenham Wood, land south east of Holt Road, Kettlestone**. To note that an appeal has been made to the Planning Inspectorate in respect of the above site. The appeal is to be made on the basis of Written Representations by 6 July to Planning Inspectorate www.planningportal.gov.uk/planning/appeals/online/comment) by the parties, and a site visit by an Inspector.
- ii) It was noted that a straw barn had been erected at the **Duck Farm** at Clipstone. It had been in the planning application which was withdrawn. However, this barn did not require prior approval.

7) Highways and footpaths:

a) Items to report:

- i) **Pothole** at entrance to Church Court
- ii) **Stones and gravel** at the pond junction
- iii) **Overgrown hedges**
 - (1) at the old pub site on the The Street
 - (2) at the field with chickens etc end of The Street

8) Re-seeding the verges on **Green Lane** with early and late nectar producing flower.

- a) It was noted that BT Openreach had supplied drawings of the BT plant on Green Lane.
- b) It was agreed that a diverse native mix of plants would be most suitable. It was suggested that perhaps the County Councillor could contribute to the cost from his allowance (if he was unsuccessful in persuading Highways to do it).

9) Financial business to consider payment of invoices and other financial business.

- a) **Balances** as at 26 June 2021: Current account £1,993.06; Savings account £5,289.39
- b) **Receipts** between 1 April and 26 June: Precept £1,950; 13p interest;
- c) It was noted that the Sustainable Community Fund would be making a grant of £1,755 for bus shelter / book exchange.
- d) **Regular payments** between 1 April and 26 June: salary and on-costs.
- e) The following **Payments** were approved:

to whom	cheque no	Amount
J Otte (expenses including newsletter for June and July)	100435	£29.49
NNDC (emptying dog bins)	100436	£218.40

10) Covid-19 support

- a) Hardship Grants: no applications

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11) Environment

- a) Climate Emergency Group
 - i) It was noted that there had been some complaints about the Climate Emergency items in recent newsletters (and also a lot of support). The Chair would be writing a article for this issue clarifying why the pieces were in the newsletter.
 - ii) It was hoped that the Climate Emergency Group could start up again.
- b) Environmental initiatives
 - i) It was agreed to set up a working group to look at land availability in the parish for environmental and village initiatives. Shane Hyde and Gill Ashby would be parish council members and they would co-opt volunteers to join them.
 - ii) Shane Hyde would work with the County Councillor on footpaths and improved cycle routes
 - iii) It was suggested that some speed restrictions would be helpful for cyclists and pedestrians
 - (1) on the A148 with The Street, Little Snoring – reduced to 40 mph.
 - (2) on Little Snoring – Fulmodeston Road – reduced to 30 mph.

12) Bus shelters at Pensthorpe for school children and others, including Pensthorpe Nature Park visitors, waiting for buses going to Norwich or Fakenham. There could be a possibility of getting 50% of the funding from NCC Parish Partnership Scheme (deadline end of Nov / beginning of Dec). The Clerk was asked to investigate if planning permission was required and what type of bus shelter would be suitable for the sites. Robert Kilbourn would sound out Pensthorpe Nature Park to see if they would be supportive.

13) Maintenance

- a) Bus shelter and Book Swap
 - i) Application to NNDC Sustainable Communities Grant was successful: awarded £1755 (90% of the amount applied for).
 - ii) Quote from James Cane: £1,850 + £60 for coroline corrugated bitumen roof was accepted. He hoped to be able to start at the beginning of August although there was some difficulty getting materials.
 - iii) Shane Hyde drew a design for the Chair to confirm the plans.
 - iv) Trevor Hoad had offered to paint the interior – in a light colour.

14) Correspondence (circulated via email)

- a) NCC advice ‘I choose’
- b) Defib and CPR training: Trevor Hoad to arrange (in consultation with Village Hall) possibly for a Friday evening (before the bar opens) in November.
- c) Request from PC Dawson to attend a regular village event to have a Safer Neighbourhood Surgery – opportunity for the community to raise issues.
- d) MP Jerome Mayhew to hold a surgery outside Village Hall (notice on board)

15) Reports from parish councillors and items for placing on the agenda for the next Meeting.

- a) Concern was raised about the removal of top soil from the verge near White House Farm, Pensthorpe. The District Council said he would try to investigate the legality of the issue.
- b) Platinum Jubilee

16) Next Meeting on Monday **20 September 2021** at 7:30pm in the Village Hall.

meeting closed at 8:50 pm