

Meeting Minutes

Meeting of Mileham Parish Council

Tuesday 27 June 2023 6.30pm, Mileham Village Hall

Parish Councillors present: Ang Teague (Chair), Nick Clowe (Vice-Chair), Wayne Fleming and Clair Haswell

Also present: Lorraine Trueman (clerk) and members of the public

1. To receive apologies for absence

None were received, all councillors were present.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations

Ang Teague declared an interest in the Old School Site, agenda item 11.

3. To approve the minutes of the parish council meeting held on 1 June 2023

The council **APPROVED** the minutes, and the chair signed them as a true and accurate record.

4. To receive an update from Bee Developments on the housing development on land south of Litcham Road and to discuss any concerns

Stuart Barber from Bee Developments explained the company were a small firm focusing on small projects. The Mileham site is the only site they were currently at the planning stage of. The site was purchased from Norfolk County Council but the previously granted planning permission had lapsed.

The latest planning application had been refused on the lack of ecology and drainage information. Reports have now been carried out and these will be submitted with the resubmitted application, along with the ecology and drainage strategy.

Stuart understood concerns from some residents was the loss of 2 social housing properties but explained this was due to the difficulty in getting housing associations to take on just 2 properties.

Councillors thought affordable housing could be considered.

Members of the public raised concerns about flooding in the lower level of the village, which has resulted in properties being affected by sewage overflows. An assessment has been carried out on the site and the report shows the site can cope with the water from the site. Questions were asked about rainwater entering the foul water drainage system but Stuart Barber confirmed this would not be allowed to happen.

Concerns were raised about the test carried out recently, as we are now in a dry spell and residents did not understand how the information collected could

demonstrate the issues during wetter times. No drainage expert was at the meeting to explain the testing carried out and the process used to build the drainage strategy. It is believed there are blocked drains/gullies that feed into the ditch within the development site. One of the gullies can be located but it is thought there are 2 more that feed into the area that have not been located. The ditch will be the responsibility of the new homeowners.

A member of the public asked if the current sewer system was adequate to cope with the additional homes. Anglian Water have had the opportunity to raise any issues and to date, have not done so.

Concern was raised over the ecology of the site. It is known to support a great deal of wildlife, including owls, kites, voles, newts. The last report was a result of 10 days observation work on all ponds in and around the site. It was not clear how the new and old report differed. Stuart Barber will share the latest ecology report so that councillors and the public can compare the two.

A member of the public raised concerns over the boundary line marked on the plans. It is believed the ditch should indicate the boundary, but the plan shows the line being approx. 2m on to private property.

Stuart Barber advised the application would be resubmitted once all reports have been pulled together. The reports will be shared with the council, and these will be put on the Parish Council website for the public to access.

Councillors expressed concern about the lack of affordable/social housing. Stuart Barber will investigate affordable housing where these could be offered to first time buyers/current parishioners at a discounted price. It was suggested that a semi-detached property could provide the solution, but the planner would need to be happy with the street view.

The council **AGREED** to hold an extraordinary meeting on 7 July, 6.30pm at the village Hall, to discuss this. Stuart Barber will also be in attendance to answer any questions.

The council thanked Stuart for his time.

5. Open forum for Public Participation: an opportunity to hear from members of the public and County and District Councillors

A member of the public raised the overgrown signs at the Stanfield Road end of the village. The clerk had reported this last month and will chase up.

6. To report on items not on the agenda from the last meeting (information only)

The savings account was in the process of being opened. Nick Clowe could not join the Mileham Playing Field Charity as it is not know when the AGM is. **ACTION:** clerk to contact charity and ask for date of AGM

7. To consider a different location for the bench purchased for Beeston Road Pond

The council **AGREED** to get a quote for the bench to be installed at The Pitt. Wayne Fleming will store the fittings and the bench to remain at Muriel Harmer.

8. Allotment to Former Highway Surveyors Charity (153064)

8.1. To agree 2022-23 financial transactions that belong to the charity

The council **AGREED** the income relating to the recycling facilities and rent should sit with the charity. This totals £583.99.

The council **AGREED** the grass cutting of The Pitt would be a grant from the Parish Council, as this would be the same treatment as for the Playing Field Charity. The cost of this was £350.

8.2. To agree training for trustees and administrator

The council **AGREED** online training with Community Action Norfolk at a cost of £150 to be funded by the Parish Council. The budget of £150 for The Pitt project will be used. This could also support Mileham Free School Charity.

8.3. To agree membership to Community Action Norfolk

The council **AGREED** to silver membership with CAN at a cost of £50 p.a. to be funded by the Parish Council.

9. Finance

9.1. To note the bank reconciliation

The council noted the bank reconciliation as at 3 June 2023.

9.2. To note year to date v budget

The noted the year-to-date figures v budget. The clerk explained the high maintenance spend was due to timings and the unexpected repair to the bus shelter.

9.3. To agree the payment list and ratify payments made since the last meeting

The council **AGREED** and **RATIFIED** the payments as listed at the bottom of these minutes.

9.4. To note any income since the last meeting

£9 received from the clothing bank for Charity.

10. Planning

10.1. To receive update on application decisions taken by Breckland District Council

None

10.2. To consider any new planning applications, as listed below, and agree comments

3DC/2023/0167/DOC, land north of The Street, Discharge of Condition No 6 on 3PL/2020/0170/O. No comments.

A new planning application has been submitted for land North of The Street since the agenda was published. This cannot be discussed at this meeting, but the council **AGREED** to discuss this at the EGM on 7 July and to invite the developers to attend.

10.3. To note applications since the last meeting with no comments made

None

11. To consider the recommendations from the Old School Sites Working Party and agree next steps

The working party had shared recommendations ahead of the meeting. Nick Clowe thanked all members of the working party for their input.

Chair on the working party, Gareth Brock, suggested to Nick Clowe the working party's task is now complete and the group should be disbanded.

The council discussed the need to ensure all transfers, transactions and future management of the charity was carried out legally and to do this both the charity and council would need legal advice.

The council would like to know if Norfolk County Council could clear the contents of the building before, they take on the trusteeship.

Parishioners input would be desired when considering how best to use the sites. It may be possible to sell one of the sites and use the funds to invest in the other site.

Councillors are concerned that what will happen to the sites if they do not take responsibility for them. Both sites have been identified in the call for sites process.

There are sufficient funds in the charity bank account for 2-4years ongoing maintenance costs. It was thought this would give the charity time to build a strategy for the future.

The council were in favour of becoming sole trustees and **AGREED** to seek legal advice before committing.

The council **AGREED** to speak to Community Action Norfolk to see if they can offer the advice needed.

12. To receive and update on the trod at Stanfield Road

No update

13. To discuss the suggested railway village at North Elmham

No update.

14. To agree a new co-option policy

The council **AGREED** to defer this item.

15. To consider the attendance to Norfolk PTS update seminar on 16 October

The council **AGREED** the clerk and Nick Clowe would attend. The costs are Nick £54 and the clerk £18, as this will be shared with her other councils.

16. To receive a report on the litter picking on 24 June at 11am

The event did not go ahead but council agreed to defer to 14 October 11am.

17. Correspondence (information only)

17.1. Community Action Norfolk update

17.2. Vattenfall dates for diary

The council noted the correspondence and discussed possible funding for the charities.

18. To receive items for next meeting agenda

Extraordinary meeting on Friday 7 July, subject to village hall availability, to discuss planning on the land north of The Street and land south of Litcham Road.

The next ordinary meeting will be 15 August (not 25 July), subject to village hall availability. To include update of bank mandate, update on the trod, Mileham Free School Charity update, disbanding the working party and agreeing new group to manage project, appointment of council's second trustee on the Playing Field Charity and update on their AGM.

Meeting closed 20.18pm

Mileham Parish Council

Payments to be ratified on 27 June 2023

Payment to	Description	Payment	VAT (to be reclaimed)
ICO	Annual fee	35.00	-
Payment list - for approval on 27 June 2023		35.00	-

Payment to	Description	Payment	VAT (to be reclaimed)
Norfolk PTS	Induction training (Clair Haswell)	44.00	-
Total payments excl. Clerk		44.00	-
Clerk pay and expenses:			
Lorraine Trueman	June salary	296.57	
Total clerk pay and expenses		296.57	-
Total payments for approval		340.57	-
Total payments		375.57	-