

**MINUTES OF THE MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL
ON WEDNESDAY 17th May 2023 at 7.00pm**

PRESENT: Mr J van Poortvliet (Chairman)
Mr R Anderson-Dungar
Mr N Andrews
Mr D Holgate
Mr S Elliott
Mrs P Ashby

IN ATTENDANCE: Mr C Studholme (Clerk)
One member of the public.

16. ELECTION OF THE CHAIRMAN OF THE COUNCIL

Mr van Poortvliet as out-going Chairman opened the meeting and called for nominations for Chairman. **Mrs Ashby proposed Mr Anderson-Dungar. This was seconded by Mr Andrews and all members were in agreement.** Mr van Poortvliet thanked Council members for their support during his term in office. In turn Mr Elliott and Mr Anderson-Dungar thanked the out-going Chairman for all his hard work on behalf of the Community. Mr Anderson-Dungar took the Chair and Mr van Poortvliet sat as a member of the public for the remainder of the meeting.

17. ELECTION OF VICE CHAIRMAN OF THE COUNCIL

Mr Anderson-Dungar called for nominations for the post of Vice-Chairman of the Council. **Mr Holgate proposed Mrs Ashby. This was seconded by Mr Andrews and all members were in agreement.**

18. DECLARATIONS OF ACCEPTANCE OF OFFICE

All members signed their Declarations of Acceptance of Office and these were witnessed by the Clerk.

19. VACANCIES ON THE COUNCIL

Following the retirement of Mr Clarke and Mr van Poortvliet there were currently two vacancies on the Council. There were no nominations at this stage but a number of members stated that they were aware of potential candidates. The Clerk was to advertise the vacancies on the Council website. Any potential candidates would be required to follow the agreed Co-option process.

20. PARISH COUNCIL REPRESENTATIVES

Mr Elliott and Mrs Ashby agreed to continue their roles as members of the Elden's Retreat Working Group.

21. APOLOGIES FOR ABSENCE

Mr S Penfold

22. DECLARATIONS OF INTEREST AND DISPENSATIONS

The following interest was declared – Mr Anderson-Dungar – Allotments.
There were no requests for dispensations.

23. MINUTES OF THE MEETING

Acceptance of the minutes of the meeting held on 19th April 2023 were **proposed by Mr Elliott and seconded by Mr Andrews**. All members were in agreement.

24. INFORMATION ON MATTERS ARISING

SAM2 - The MoU with the County Council had been circulated and was agreed in principle. Mr Seamus was to provide text describing the locations of the Unit and the Clerk was to investigate what liabilities (if any) the Council might be at risk of when the Unit was in place.

Elden's Retreat - The Clerk had not yet communicated the Council's view on the unofficial access between Elden's retreat and the neighbouring land to the neighbour concerned but the Clerk was due to meet the neighbour soon.

25. OPEN FORUM FOR PUBLIC PARTICIPATION

The Chairman welcomed the member of the Public who was the applicant for a planning application which the Council was to discuss later in the meeting. The member of the Public did not wish to make any comment at this stage.

26. REPORTS FROM POLICE, DISTRICT AND COUNTY COUNCILLORS

No reports were available this time.

27. ITEMS REFERRED FROM PREVIOUS MEETING

None.

28. CLERK'S REPORT

1. Elden's Retreat – the sign had arrived and was to be installed at the same time as the new noticeboard for the Community Hall. The first grass cutting of the year had not gone quite to plan as the wildflower strip should have been cut but wasn't. The strip was cut on the second visit by the contractor but some wildflowers had started to appear and were cut also. This resulted in a complaint from a neighbour. The Clerk had explained the error to the neighbour and had explained the proper procedure to the contractor.

2. Village Green – the grass on the green had been cut and the contractor had avoided the crocuses until their leaves had died back. A low-hanging branch from the large oak tree was preventing a small part of the green from being cut. Mrs Ashby and Mr Elliott were to visit and clear grass from the privet hedge.

3. Allotments – nothing to report.

4. Telephone Kiosk – Mr Anderson-Dungar was to prepare a display for the Annual Parish Meeting about the kiosk.

29. CORRESPONDENCE/REPORTS

None.

30. POLICIES

None for consideration at this meeting.

31. FINANCE REPORT

1. SCHEDULE OF BILLS OF PAYMENT

The following bill for payment had been circulated and was **approved and signed by the Chairman.**

a) Clerk - Salary and allowance £310.17

2. BANK RECONCILIATION FOR APRIL 2023

The document previously circulated was **accepted and signed by the Chairman.**

3. THE BANK STATEMENTS FOR THE MONTH TO 30th APRIL 2023

The statement previously circulated was **noted and confirmed as being in agreement with the Bank Reconciliation.**

4. SCHEME OF DELEGATION

None.

Acceptance of the Finance Report was **proposed by Mrs Ashby and seconded by Mr Elliott.**

32. PLANNING MATTERS

PF/23/0786 Well Cottage. This application was still pending determination following the submission of an ecology report.

PF/23/0860 Holly Farm. Members discussed the application and concluded that it would not have a detrimental impact. **They agreed to support the application.**

PF/23/0913 Land east of Archway, Bridge Road. There was extensive discussion about this proposal, described as being on “amenity Land”. The Clerk advised that this term has no legal definition and such sites are not formally designated as amenity land – it is a term used by agents to describe land that is neither obviously suitable for agriculture or built development. Mr Anderson-Dungar said that he was surprised that the application had been validated by NNDC as it was not accompanied by supporting documents that he would expect to see, such as a Planning Statement.

There was no objection expressed by Members towards the scheme and there was a view that development which encouraged young families into the Village should be encouraged. However there were concerns raised about surface water drainage (a drainage ditch runs along the front of the property), highways access and ecology. Members agreed not to object to the scheme but decided to suggest conditions which should be attached to any planning application if the District Council was minded to consent the scheme. These were:

- Development of the site should not impact on the local surface water drainage network in the area
- The boundary between the application site and the adjacent Elden's Retreat should not be altered by the scheme as it forms the western boundary of the Council's land now managed for wildlife.
- In particular no pedestrian access should be created between the application site and Elden's Retreat.

PF/23/0979 Pinewood, Bridge Road. After discussion, members agreed that the application would not have any adverse impact and agreed to support the application.

33. OPEN FORUM FOR PUBLIC PARTICIPATION

The Chairman invited the member of the public, also the applicant for the application adjacent to Elden's Retreat, if he would like to say anything about the discussion Members had regarding his proposal. He assured members that he would address concerns raised, particularly regarding drainage and would seek advice on this matter before proceeding. The applicant's ambition was to bring his family to this site as a "forever home" and consolidate his current activities on to this one site (the applicant has already established an allotment on the land). Mr Anderson-Dungar also recommended that the applicant should seek advice on other aspects of his scheme given that he had not appointed an agent to act on his behalf.

34. ITEMS FOR INFORMATION/FUTURE AGENDA

None proposed.

35. DATE OF NEXT MEETING The next Parish Council Meeting will be held on **WEDNESDAY 21st JUNE 2023 at 7.00pm** at Banningham & Colby Community Hall.

36. CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 8.25p.m.

Signed (Chairman)

Date