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| **Swardeston Parish Council**  **Minutes of the May 2023 Parish Council Meeting**  **At Swardeston village hall, on Thursday 11th May 2023 at 7.30PM**  **Meeting 5/2023** | | |
| Present:  Members - Derek Barber, Wendy Middleton, Graham Jermy, Dominic Everett  Cllr Fulcher and Cllr Webber  Clerk – Carole Jowett  2 members of the public attended | | |
|  | **To consider apologies for absence**  Mr J Barber and Dr Legg had sent their apologies for absence. |  |
|  | **To receive declaration of interests in items on agenda**  There were no declarations of interest. |  |
|  | **Resolution to adjourn the meeting for public participation and district/county councillor reports**  **Public Participation**  It was reported that there had been a mess from the building site on to Main Road due to a lorry getting stuck.  A question was asked about district councillors sending written reports so the information could be shared.  **Councillor reports**  Cllr Spratt had sent his apologies.  Cllr Webber introduced himself, he was new to the district councillor role. The first council meeting would be 24th May 2023 and then training would be delivered. There had been an emergency meeting on the sale of Cygnet Court but a decision suspended for the new council to make.  South Norfolk had been awarded £1m from government rural business development fund and it was intended to be used entirely on the Hethel site.  Cllr Fulcher said he had been elected to Wymondham Town Council and South Norfolk Council.  Mr D Barber explained that during pandemic to speed the meeting up due to limited time on Zoom the district councillors had submitted brief written reports by the Sunday prior to the meeting which had been circulate in advance to enable any questions to be raised. After face-to-face meetings resumed things had lapsed back to verbal updates and sometimes took up to 30 minutes of the meeting.  Mr Barber asked the councillors to consider submitting a written report going forward, these could then be published alongside the agenda and minutes and posted on the website.  It was also agreed that the financial summary account would be uploaded to the website with the agenda for full transparency. |  |
|  | **To confirm minutes of the last meeting held on 13th April 2023 and to review matters arising**  The minutes of the April meeting were agreed and the chairman signed them.  **Matters arising**  The planning enforcement case about the fence in Bobbins Way was on the monthly report from the district council and a planning application had been requested.  The commemoration bench had been installed by volunteers from FoSCOM  The litter pick took place and sufficient volunteers had attended, the rubbish was collected by SNDC.  The grass seed had been sown.  Mr Jermy had been partially set up as a bank signatory, this would be finalised after the meeting.  The comments had been submitted for planning applications 2023/0752 and 2023/0617s. |  |
|  | **To consider planning applications**  **5.1 2023/0709**  **Proposal: Conversion of stable and garage block to annexe and demolition of henhouse with erection of cart lodge. Location: Gowthorpe Manor Gowthorpe Lane Swardeston**  It was agreed not to submit any comments.  **5.2 2023/0908**  **Location: Land At The Junction Of Gowthorpe Lane And Main Road**  **Proposal: Development of 43 new dwellings and associated external works**  A meeting had been arranged with the planning officer for 16th May 2023.  There were serious concerns about the road, drainage and suitability of the plans submitted for this site.  An extension to the final date for comments had been requested to give more time to finalise the comments. |  |
|  | **To agree village hall trustee nominations**  Mr Jermy agreed to be nominated as a parish council representative to replace Mrs Brown.  The clerk would confirm to the secretary of the trustees that the existing representative and Mr Jermy were the parish council nominations. | **CJ** |
|  | **To consider possible road-crossing options for the Main Road and issues with speeding traffic**  Consideration would be given at the next meeting to write to the portfolio holder in charge of highways to raise the issue of no responses from officers on this issue. |  |
|  | **To consider and agree a generic email address for the parish council**  There had been no update on this issue. |  |
|  | **To consider any action on the offshore wind and solar farms and East Anglia GREEN**  There were no updates to report. |  |
|  | **To receive an update on the defibrillator**  The defibrillator had been checked on 11/05//23 and The Circuit had been updated. |  |
|  | **To review and agree the annual CIL report**  The CIL report was reviewed and agreed. |  |
|  | **Finance**   * 1. **To review and agree financial statement to 11th May 2023**   The financial statement was agreed.   * 1. **To agree invoices for payment in accordance with budget**   The following payments were agreed:  BACS £11.00 D Barber Play area grass-seed  BACS £268.73 Norfolk ALC Annual subscription  BACS £465.10 BHIB Ltd Insurance premium  BACS £105.99 C Jowett Clerks salary  BACS £70.40 HMRC PAYE  The payments were reviewed; Mr D Everett proposed the payments be approved, Wendy Middleton seconded the proposal which was unanimously agreed. |  |
|  | **To consider correspondence received**  No items to discuss. |  |
|  | **To adjourn the meeting for public participation**  A question was asked if the meeting with the planning officer was open to the public but it was aimed at the parish council. |  |
|  | **To agree agenda items for the next meeting on 8th June 2023 at 7:30**  To consider possible road-crossing options for the Main Road and issues with speeding traffic  To consider and agree a generic email address for the parish council  To consider any action on wind farms, solar farms and East Anglia GREEN  To confirm the check on the defibrillator  To consider and agree any action on planning application 2023/0908  **The meeting closed 21:00** |  |
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