

Balance at 13 Jul 16	12,248.55
Business Instant Access Account	
Balance at 11 May 16	11,554.90*
Balance All Accounts at 13 Jul 16:	£23,803.45*

* Excludes Interest for May-Jul 16

The Chairman reported the Annual Return and accompanying documents had been sent to the External Auditor (Mazars) before the due date and then requisite notices posted.

6. Planning

a. **3PL/2016/0463/O (Residential development for up to 135 dwellings and open space on the land to the east of Arlington Way)**

The Chairman opened the item by informing the PC that it had been granted an extension (from 1 Jun 16) to respond to the application to allow it to consult at this meeting today. He then asked Mr John McLarty of Strutt and Parker, to outline the application. Councillor Engwell then noted the number of objections and concerns expressed by residents and several statutory consultees and outlined the reasons behind their and PC's concerns:

- The application is on the site rejected for the SUE, as defined in the TAAP, and the reasons are still valid. This is illustrated by the site [in which the application lies] LP [013001(4863) shown in the Emerging Local plan (page 29).
- Area lies within stone curlew special protection buffer zone, counter to Policy CP 10 (Natural Environment – (Protection of Species) and crosses into or abuts the Breckland Special Protection Area. It is also close the Nunnery Lakes Nature Reserve and increased activity on the site would lead to increased disturbance to habitats and wildlife.
- The site lies outside the Thetford Settlement Boundary (within Brettenham) and thus is counter to Policy CP 14 (sustainable rural communities).
- The site will adversely affect the landscape's intrinsic beauty and rural character of the area, counter to Policy CP 11 (protection and enhancement of the landscape). It will also conflict with the aim of the emerging Joint Neighbourhood Plan [Croxtan and Brettenham & Kilverstone PCs] which seeks to integrate the SUE into its community and maintain the rural character of the 2 PC areas.
- There are no schools in Brettenham and thus the additional population of some 400 would have travel to other areas for children's education. Moreover, there is no primary care provision in Brettenham and the 2 practices in Thetford are full (as is the one in East Harling).
- Access onto the small A1088 is a cause for concern as is the capacity of the road to accept more traffic on this scale which is likely to impact on traffic flow on the A1088 which would be detrimental to highway safety. Moreover, the A1088 is not specified as a corridor of movement

and thus the application does not comply with Policies CP4 (infrastructure) and CP 13 (accessibility).

- The site with 135 new homes would lead to a loss of privacy to the residents of Arlington Way, contrary to Policy DC1 (protection of amenity).
- In order to make way for the application, the site has seen the removal of playing fields and thus is counter to Policy CP 6 (green infrastructure)

Reference: Core Strategy and Development Control Policies Development Control Document (Dec 2009)

- b. Emerging Local Plan** The Chairman outlined the new local plan will replace the current Core Strategy and Development Control Policies Development Control Document (Dec 2009). The emerging plan had been out for consultation between 11 Jan and 22 Feb 16 during which members of the PCs [and others] had attended a briefing session. In view of the level of comment on this first draft, the Local Plan Working Group (LPWG) of BDC is now working on a revised document for a second consultation in Sep 16. As part of this revision, the LPWG is holding a series of 6 meetings around the District to which PCs are invited. He went on to say that he attended the first of these meetings in Thetford on 11 Jul 16, with the Vice Chairman of Croxton PC, during which the Group heard about the locational strategy, level and location growth of growth and rural areas. Following this, the Group heard a brief Settlement Boundaries and Preferred Sites focusing on defined "Rural Areas." This included Croxton's settlement boundary around the village but not the Thetford settlement boundary within its PC boundary. Similarly, the Thetford settlement boundary with Brettenham was not included. In essence, it is proposed that policy PD05, outlined in the emerging Local Plan of Dec 15, based on rural settlements, with settlement boundaries and outside service centres, be split into PD05 a. and b. Those qualifying for PD05a need to have 3 of 5 services identified as public transport, community facilities, employment, shop/post office and school. Those which have their settlement boundaries removed will be subject to PD05b, which will have more restrictive planning constraints, including inter alia, appropriate support for development by local communities. For Brettenham this is complicated by there being a settlement boundary around Arlington Way, labeled as Thetford. For Kilverstone, there is no settlement boundary at present but it is to have one around the SUE. For Croxton, it does have a settlement boundary at present and will, like Kilverstone have the SUE, and the SUE will provide all the 5 services being considered for the emerging Local Plan. These issues will need to be monitored carefully during the preparation of the New Local Plan and considered in parallel in the development of the JNP. The Chairman agreed to keep the PC updated.

- 7. Joint Neighbourhood Plan – Update** The Chairman reported that formal notification from BDC whether a Strategic Environmental Assessment (SEA) in addition to Sustainability Appraisal (SA) has to be undertaken for the JNP is still awaited. The agencies involved in the SEA are: The Environment Agency, Natural England and Historic England, and it is understood informally, that Natural England is the only agency seeking an SEA on the grounds of:

- The perception that the JNP will contain policies that guide the development of community facilities but it is now clear that the outline application for SUE, supported by the S106 agreement, has these in the SUE.

- The suggestion that the JNP will seek to amend the Settlement boundary at Arlington Way
- The potential of significant development of the Alms Houses.

None of these are envisaged for the JNP and so a joint meeting with Croxton is sought with the planners. When the outcome is clear, the Chairman suggested that the PC considers a Character Assessment Survey undertaken by a small local group with a view to establishing one or more conservation areas in the 2 parishes. This was agreed.

8. **GTDP Update** The Chairman reported that the GTDP Board met on 24 Jun 16 and, in the absence of Anna Graves, the meeting was chaired by the Vice Chairman, Councillor Terry Jermy. The selected independent chairman, Graham Jermy) will chair the next meeting on 19 Aug 16. The Board held its first public meeting before the Board met formally. There was a detailed report from Rob Cooper (NCC) about health provision but there was no action agreed about how to tackle the lack of funding or commitment to provide primary care facilities in the SUE (albeit land is identified). There Board also agreed that there needs to be a vision and strategy to deliver it for the Greater Thetford area but this has been deferred to the Aug meeting.

The Communities Sub Group now has its quota of members:

Roy Brame	Thetford Town Council
Rae Herries	Brettenham and Kilverstone Parish Council
Christine Carr	Croxton Parish Council
Corinne Fulford	Independent
Andrew Cruse	Independent
Diane Goucher	Independent
Robert Whitaker	Independent

The Sub Group is to meet informally on 28 Jul 16 and then meet and choose a chairman (who will sit on the Board) before the next Board meeting.

9. **Riverside Path Maintenance** The Vice Chairman reported the vegetation at the verges of the Riverside Path has grown rapidly and, at some points, is overhanging the path. Although not preventing the use of the path, it could make it difficult for wheelchair users. The BTO, who own the land within the Parish's area, have controlled this growth in some areas, but we may need a formal agreement with BTO for the continued maintenance of the path and its surrounds. Also, one of the information signs on the path has been forcibly removed and we will need to purchase a replacement. He went on to say that he has raised these issues with, Chris Gregory of the BTO, without a promise of any further commitment by the PC. However, it would seem sensible for the PC to budget for maintenance of the path in order keep it open and safe. This was agreed.

10. **Kilverstone Alms Houses**

a. **Financial Update**

Balance carried forward (11 May 16)	£47,044.84
Income	<u>757.75</u>
	47,802.59
Expenditure (plumbing repairs)	<u>96.00</u>
Cash at bank (11 Jul 16)	£47,898.59*

* Does not include investments

Councillor Holmes-Smith reported the Trust's regular income is £195 less a month as one property is empty. The keys have been returned and the house has been inspected and it is in a poor state. There is some grounds maintenance to be undertaken such as residual rubbish removed, the lawn and edgings cut and the drive and outside hard areas sprayed for weeds. He proposed the Estate should undertake this work as it will be the most cost effective. This was agreed.

- a. **Refurbishment of Home(s)** Councillor Holmes-Smith said the vacant property has 2 bedrooms, one sitting room, one bathroom, and a corridor kitchen. The property is sound but is in need of refurbishment as it is not fit for modern occupancy. (Whereas the other [occupied] home, only has one bedroom but does not suffer from a tiny corridor kitchen and has a gable end making modernization easier).

There are 3 options for the vacant home:

- (1) Upgrade it with minor changes to the kitchen, a new bathroom, redecorate throughout.
- (2) Make the home suitable for a disabled person. He confirmed he had spoken with Sue Crawford of BDC about how this might be achieved and whether there was a need. She confirmed there was such a need. This would entail modernisation, updating for disabled occupancy and changing one of the current bedrooms into a kitchen.
- (3) Rebuild.

Councillor Holmes-Smith recommended option 2 and agreed to obtain suitable plans and quotes. This was agreed.

11. Reports by Members

- a. **Environmental and CPRE** Councillor Homes-Smith
- b. **Community Safety** The Chairman reported the SNAP last met 31 May 16 and next meets 7 Sep 16. The current priorities are:
(1) Tackling ASB in Attleborough Town Centre and Surrounding estates
(2) Addressing speeding along A1066
- b. **Rural** Nothing to report

12. Correspondence

- a. **Section 215 Notice** BDC served a Section 215 Notice under the Town and Country Planning Act 1990 as amended by the Planning and Compensation Act 1991 on the owners of the site by the A1088 roundabout between Castle Street and Arlington Way, effective 1 Jun 16 for compliance within 28 days.
- b. **Mr Cruse** Emails from Mr Cruse were answered by the PC in its letter of 28 Jun 16. Mr Cruse has since emailed again and, at the meeting, was explicit in his view that the minutes did not reflect his concerns over the development of the JNP, in general, and his perceived lack of community

engagement, in particular. However, after his statement made during Item 3, the PC agreed the minutes as presented.

- c. **Enforcement Notice** BDC served an enforcement notice under the Town and Country Planning Act 1990 as amended by the Planning and Compensation Act 1991 on the owners of 4 Peter Drive, Kilverstone, effective 1 Aug 16.
- d. **Highway Improvements in Partnership with TCs and PCs** Letter received from NCC about the partnership together with the detail for any application. Might be a candidate for any bridge over the Little Ouse River scheme.
- e. **Domestic Abuse campaign** The County Domestic Community Safety Partnership is promoting a campaign to assist in domestic violence cases.
- f. **Norfolk Safeguarding Adults Board** The Independent Chair, Joan Maughan has written about the work of the Board, a statutory body from Apr 15. She is promoting an Awareness Week from 12 to 16 Sep 16.
- g. **NCC Records Office** The Senior Archivist (Collection Development) has written to advise of the archive service provided by NCC for Parish Council Records.

13. **Date of Next Meeting**

- a. Wednesday 17 Ju Aug 16 at 1930 in the Kilverstone Estate Office (Provisional for Urgent Matters only)
- b. Thursday 22 Sep 16 at 1930 in the Kilverstone Estate Office (Full Meeting)

Minutes agreed:

A M Poulter OBE
Chairman

Date: