

**ALPINGTON WITH YELVERTON PARISH COUNCIL**  
**Minutes of the Meeting**  
**held on Monday 2 November 2020 at 7.30pm via Zoom**

**Present:** Jeremy McNulty (JMc) (Chairman), Susan Stacey (SS) (Vice Chairman), John Lain (JL), Ivan Green (IG), Louise Taylor (LT), David Whitehead (DW), Kevin Gotts (KG) and 0 members of the public.

This meeting was quorate.

		Action
<b>1</b>	<b>Apologies of absence</b> Apologies were received from Barry Stone.	
<b>2</b>	<b>Declaration of Business and Pecuniary Interest</b> None	
<b>3</b>	<b>Minutes of meeting held on 7 September 2020</b> Were proposed by IG and seconded by DW, agreed and will be duly signed by the Chair.	
<b>4</b>	<b>Matters Arising</b> EH advised the parishioner how to report issues regarding flooded ditches to the County Council All other matters discussed during the meeting. SS reported the dangerous tree on the public footpath from Wheel road on the NCC website but has received no update on the progress and currently the job hasn't been completed. IG had also reported the damage to the footbridge on the footpath near Mill Road twice, but no works have currently been carried out. EH emailed the parishioner worried about the speeding on Burgate lane. At the time of the meeting there had still been no response from the County Council despite numerous emails from the Parish Council.	
<b>5</b>	<b>Correspondence</b> An email had been received asking for money from the CBF fund for footpath maintenance towards the rear of the football pitch which at times had become impassable due to flooding. This was discussed further as SS had received an enquiry from a parishioner regarding the end of the same footpath (at junction with Church Road), which is uneven due to a raised manhole cover, but passable with care if this is avoided. Councillors discussed and decided it may be necessary to apply for CBF funding in order to deal with problems like this. JMc will look closely on site and speak to the landowners to see if they are willing to help.	JMc

**ALPINGTON WITH YELVERTON PARISH COUNCIL**  
**Minutes of the Meeting**  
**held on Monday 2 November 2020 at 7.30pm via Zoom**

<b>6</b>	<b>Finance</b>						
	<b>Finance</b>						
	<b>Balance of accounts, Receipts Received, Payments made</b>						
	<b>Receipts</b>	<b>Date</b>	<b>Balances of Accounts</b>	<b>Amount</b>	<b>Totals</b>		
		01-Nov	Main Account	£8,642.40			
		01-Nov	Community Benefit	£13,196.83			
		01-Nov	CIL	£264.66			
					<b>£22,103.89</b>		
	N.B. This total includes committed amounts to previous unpaid CIL/CBF awards						
			<b>Main Account</b>				
	<b>Date</b>	<b>Receipts</b>	<b>Amount</b>	<b>Totals</b>			
		30- Sept	SNDC - Precept	£3,965.75			
		5 – Oct	Village Hall - Insurance	£1026.35			
		19- Oct	YFC - Rent Arrears for 17-18 and 19-20	£525.00			
		19- Oct	YFC - Insurance	£285.41			
			<b>CBF Fund</b>				
			None				
			<b>CIL Fund</b>				
			None				
				<b>Total Receipts</b>	<b>£5,802.51</b>		
	<b>Payments</b>	<b>Main Account</b>					
	<b>Date</b>	<b>Cheque/ Trans</b>	<b>Payable to</b>	<b>Amount</b>	<b>Totals</b>		
			K Parfitt – Pond & Bus stop plus extras	£600.00			
	15- Sept	INT TRNS	Ashfords – Monthly August	£240.00			
			T Gotts – Garrick Field Hedge Trim	£60.00			
	15- Sept	INT TRNS	HMRC - PAYE	£104.00			
	21- Sept	INT TRNS	E Havers - Salary	£533.87			
			Ashfords – Monthly September	£240.00			
	5- Oct	INT TRNS	Came & Co - Insurance	£1972.14			
	30- Oct	INT TRNS	Men's Shed - Donation	£200.00			
			<b>CBF Account</b>				
			Barry Day and Sons – Clear mud from pond	£7,584.00			
			<b>CIL Account</b>				
	2- Nov	INT TRNS	J McNulty – MacColl Donation (pond project)	£200.00			
				<b>Total Payments</b>	<b>£11.734.01</b>		

**ALPINGTON WITH YELVERTON PARISH COUNCIL**  
**Minutes of the Meeting**  
**held on Monday 2 November 2020 at 7.30pm via Zoom**

7 Planning				
	Application Ref & Date	Address and Proposal	PC Decision	SNC Decision
	<b>2019/1593</b>	Land South of Burgate Lane, Poringland Outline planning application for the erection of up to 98 residential dwellings including 5 live/work units, structural planting and landscaping and a sustainable drainage system (SuDs) with a vehicular access point from Burgate Lane. All matters reserved expect means of access.	Refused	Refused Likely to go to appeal
	<b>2020/1345</b>	Hill Farm, Framingham Earl Road, Yelverton, Norfolk, NR14 7PD Variation of condition 6 of planning permission 2019/2562 – amended floor risk and change of position of window 1 at the first floor bathroom- side elevation (west)	Approved	Approval with conditions
	<b>2020/0952</b>	Land South of The Old Yelverton Rectory, Church Road, Yelverton Outline planning permission for erection of two dwellings and associated site works	Refused	Refused
	<b>2020/1734</b>	11 Fortune Green, Alpington, Norfolk, NR14 7NN Proposed single storey rear extension, extending 7m from the rear wall of the original dwelling house, with a maximum height of 3.5m and an eves height of 2.4m	N/a	Prior approval not required
	<b>2020/1791</b>	Alpington Cottage, Nichols Road, Alpington, NR14 7NF Erection of cart lodge to include adjustments to fencing line and landscaping	Refused	Pending
	<b>2020/1878</b>	Deans Croft, Church Road, Yelverton, NR14 7PB Erection of rear extension	Approved	Pending
	<b>2020/1877</b>	Boundary Farm, Framingham Earl road, Yelverton, Norfolk, NR14 7PD Erection of garden workshop, garage and store	Approval with Conditions	Pending
	<b>2020/1960</b>	Hill House, Framingham Earl Road, Yelverton, Norfolk, NR14 7PD Remove existing brickwork to the face of the chimney in the kitchen, exposing a pre-existing inglenook fireplace.	Approved	Pending
	The Parish Council were invited to comment on planning application 2020/0164 appeal, the Parish Council responded with refusal for the same reasons as previously noted in the original application.			

**ALPINGTON WITH YELVERTON PARISH COUNCIL**  
**Minutes of the Meeting**  
**held on Monday 2 November 2020 at 7.30pm via Zoom**

8	<p><b>Parishioners Questions and Reports from the County and District Councillors</b></p> <p>Neither District or County Councillor were present at meeting and no reports had been received at the time of the meeting.</p> <p>JMc discussed the two 20mph limit wig-wag signs that were promised. Only one has been installed and it is felt it is too close to the junction but there could be a reason for this. The other one is yet to be received and it is thought it is no longer required.</p> <p>The Councillors feel that there is a lack of support from District and County Councillors who rarely attend meetings or supply reports that are relevant to the Village. JMc will contact both Councillors expressing the disappointment felt by the Parish Councillors.</p>	JMc
9	<p><b>Community Benefit Fund</b></p> <p>Currently circa £13,000 for applications in 2020, There has been an informal application from a Parishioner, it was agreed that a formal application should be completed but currently not received.</p> <p>Applications are expected from a few groups although at the time of the meeting none had been received.</p> <p>Councillors discussed what would happen if more applications were received than money available.</p> <p>Decisions would be made on a points system as done in previous years.</p> <p>After the closing date of Friday 13<sup>th</sup> November EH will collate all applications and send through to Councillors for scoring.</p>	EH
10	<p><b>Councillors Responsibilities</b></p> <p>After the last meeting all Councillor's emailed through their responsibilities and JMc will collate these into a spreadsheet to ensure that all areas are covered, and the most competent person is leading each area.</p>	JMc
11	<p><b>Village School Report</b></p> <p>DW has not been able to visit the school due to Covid however he will try and arrange a meeting before Christmas if possible. The school will be looking to apply for some CBF funding.</p> <p>IG reported that there is a hedge overgrowing in the path on Wheel Road near the school which is forcing people to have to walk in the road. DW will raise this issue with the school as well as the parking which is still an issue.</p> <p>JMc would like to see some more engagement with the school.</p>	DW
12	<p><b>Village Hall Committee Report</b></p> <p>DW reported that the Village Hall Committee hasn't met since the summer. Most users have not been using the Village Hall; however, Cotton Tails is still using the hall 4 times a week. The PC is expected to receive a CBF application from the Village Hall.</p>	
13	<p><b>Tree Warden Report</b></p>	

**ALPINGTON WITH YELVERTON PARISH COUNCIL**  
**Minutes of the Meeting**  
**held on Monday 2 November 2020 at 7.30pm via Zoom**

	<p>LT reported that due to recent heavy winds there had been quite a few trees and branches that had fallen over the Parish, these have all been removed by the landowners and there are none blocking footpaths or roads currently. The large Oak tree on the Garrick Field has been registered as the Yelverton Oak on a national register where people can search for ancient trees. LT suggests once this entry on the register has been approved a sign could be made.</p>	
<b>14</b>	<p><b>Millennium Wood</b></p> <p>LT reported that the Millennium Wood is in desperate need of maintenance. The trees should have been coppiced every 3 years, this have never been done meaning that the Hazels are misshaped and will need to be cut down to 12 inches from ground level. This works needs to be completed in November. SS expressed worries that volunteering wouldn't be allowed during the impending lockdown and this needs to be clarified.</p> <p>Helpers would be required, a shredder would be used to shred the trees and spread back onto the woods, any small brambles would need a bonfire to dispose of.</p> <p>A date of Saturday 14<sup>th</sup> November was agreed providing the work can be undertaken without breaking lockdown rules and the appropriate equipment can be sourced.</p>	
<b>15</b>	<p><b>Play Area Inspection Report</b></p> <p>DW reported that the play area has been used. KG had reported that some of the wood had become slippery due to the sun not reaching those points. KG had kindly cleaned the algae off the wood, it is no longer slippery.</p> <p>New permanent signs were discussed but this will be reviewed in the Spring.</p> <p>During the impending lockdown the play area is still able to be open and this will be reviewed if needed.</p> <p>DW will double check all the signage is still relevant.</p>	DW
<b>16</b>	<p><b>Garrick Field Inspection Report</b></p> <p>JL reported Kevin Parfitt hasn't been to strim down near the Loke all year and it is becoming overgrown.</p> <p>During a recent visit it was noticed that some damage had been caused to the field by South Norfolk DC when they emptied the dog bins. This had been reported to South Norfolk DC but at the time of the meeting there had been no response from them.</p> <p>Councillors have decided to repair themselves.</p> <p>DW emailed regarding the issues with Yelverton Football Club (YFC).</p> <p>The invoices for pitch rental for YFC have now been dealt with.</p> <p>YFC has asked for a 3-year rolling lease and this has been agreed by the PC so long as the club pay to get this drawn up.</p> <p>Regarding the use of the Garrick field, YFC currently has 2 Saturday teams and 2 Sunday teams. No games can be played while there is a service being held at St Mary's Church.</p>	

**ALPINGTON WITH YELVERTON PARISH COUNCIL**  
**Minutes of the Meeting**  
**held on Monday 2 November 2020 at 7.30pm via Zoom**

	<p>A request has been made for a youth team (Surlingham Tornadoes) to use the pitch on a Sunday when YFC aren't playing a match. YFC have confirmed they are not opposed to this but are concerned that the pitch may become damaged from overuse.</p> <p>KG expressed concern that the field now seems to be turning into a sports pitch rather than a field that can be enjoyed by everyone for multiple uses.</p> <p>Councillors agreed that whilst they would allow Surlingham Tornados to come to an arrangement with YFC to use the pitch on Sundays, the Parish Council (PC) would need to be informed of car parking requirements etc so that the residents of the village were not inconvenienced. If YFC decided to charge Surlingham Tornados for the use of the pitch this would have to be agreed and notified to the PC.</p> <p>Discussions have been held with the PC, Football Club and neighbouring parishioners who were having issues with footballs coming into their garden.</p> <p>Possible mitigating actions were discussed including arrangements to collect the balls after games and physical barriers such as a fixed net or a movable one. The fixed net this would need planning permission, whereas a portable/demountable wouldn't require planning permission but would be far more expensive. The question of cost and funding was discussed but not agreed.</p> <p>Yelverton Football club would like to erect a crowd barrier the whole length of the pitch. Councillors were not supportive of a permanent structure since it was not necessary for crowd control but was purely for advertising boards, which would be unacceptable to be left on permanent display. Any advertising boards would have to be removed after each game and the field, hedges and edges need to be fully accessible for maintenance when not in use.</p> <p>DW will ask for further details on what the Football Club are hoping to do and raise the Parish Council's concerns and requirements.</p> <p>A request has been received for a new memorial bench to be placed on the Garrick field near the football pavilion. This was approved subject to agreeing the exact location and responsibility for ongoing maintenance.</p>	
17	<p><b>Village Pond Inspection Report</b></p> <p>SS circulated a report earlier. Some volunteers have trimmed around the sides before the pond filled with water. A volunteer parishioner has been keeping the grass trimmed around the bench.</p> <p>JMc and JL haven't had time to fit the chicken wire on the wooden edge to prevent people slipping yet but would do this soon.</p> <p>SS feels a safety sign will need to be purchased as the current one has faded and also warn people of the deep water.</p>	DW
18	<p><b>Parish Projects – Pond, Website, Emergency Plan and Village Sign</b></p> <p><b>Pond</b> – SS discussed that the gaps in the hedging still need to be filled, SS suggested that we need 12m of hedging based on a density of 4 plants per metre. These have yet to be ordered as it is currently unknown if we are able to plant them. SS will find out if the work is still allowed to be carried out.</p>	SS

**ALPINGTON WITH YELVERTON PARISH COUNCIL**  
**Minutes of the Meeting**  
**held on Monday 2 November 2020 at 7.30pm via Zoom**

	<p>JMc reported that some of the excavated bullrushes have been growing in the mud spread on the adjoining field, this will be sorted by the Parish Council and will ensure that they don't mature.</p> <p><b>Website</b> – The website is gaining traction and getting more views. The website has roughly 113 followers which is exceeding the expectations that the Parish Council had. Thanks were expressed to Matt Hyde who is running the site.</p> <p><b>Emergency Plan</b> – LT has contacted all the current volunteers to see if they are able to volunteer for the next lockdown and they all agreed. The emergency plan will be put back into place on the Friday following the start of the lockdown. LT will create a poster that can be placed on the website and on the noticeboards to let parishioners know how they can get help.</p> <p><b>Village Sign</b> – The village sign is now completed with the plaque on the bottom, many positive comments have been made. A donation has been made to the Men's Shed to thank them for the hard work.</p> <p>EH to add this to the asset list.</p>	LT  EH
19	<p><b>Police – Speeding and parking issues and speed camera</b></p> <p>JMc reported that the speed camera has recently been moved and the data will be collated and placed on the website.</p> <p>As part of the highway code changes it could now make parking on a footpath illegal. This could mean that the issues with parking in certain areas would give the Parish Council more authority to enforce this.</p>	
20	<p><b>Other matters for consideration for future agendas</b></p> <p>Meeting dates for next year to be confirmed, LT reminded that an agreement had been made to move the APM to April. EH will revised and resend meeting dates over for confirmation.</p> <p>Publicising and raising awareness</p>	EH
21	<p><b>Next meeting to be held Monday 4 January 2021</b></p> <p>Meeting closed at 10.15pm</p>	

**Signed as a true record 4<sup>th</sup> January 2021**



**Jeremy McNulty**  
**Chairman**