

**BUNWELL PARISH COUNCIL**  
**THE PARISH COUNCIL OFFICE, THE OLD TURNPIKE, BUNWELL, NORWICH, NR16 1SN**  
**www.bunwellpc.info**

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**MINUTES** of the parish council meeting held on Wednesday 1<sup>st</sup> September 2021 at the Village Hall, Bunwell.

**Cllrs Present at the Meeting:** Cllr R Smith (Chair), Cllr D Crawford, Cllr D Dickson, and Cllr Penman.

**Also Present:** Parish Clerk, County Cllr B Duffin and 5 members of the public.

MINUTES	ACTION
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- 1. To receive and approve apologies for absence** – Cllr J Pennell was absent from the meeting.
- 2. Declaration of interest in items on the agenda and to consider any requests for declarations** – there were no declarations of interest or requests for declarations.
- 3. To agree the minutes of the Parish Council meeting on 4<sup>th</sup> August, 2021** - The minutes of the previous meeting on 4<sup>th</sup> August 2021, pages 390-392, having previously been circulated to all members, were agreed and signed by the Chair. Cllr Crawford would like it noted that he had sent a report on the defibrillator cabinets and this is appended to these minutes.

**4. Matters Arising from the Previous Minutes -**

- 4.1.** Cllr Crawford confirmed that two new defibrillator cabinets had been ordered from the Heartbeat Trust for the two Primary school sites. He also said that the 4 defibs need new leads and councillors agreed that he could place an order for these at an approximate cost of £50 each.

**Cllr  
Crawford**

**5. Resident's Questions -**

A resident living at the lower end of Bunwell Street asked if the Parish Council could help in his enquiries as to how to ensure further flooding does not take place at his property as it did last December. He had received a report from Norfolk CC Water Management which logged that theirs was one of several properties flooded at that time. Discussion took place and comments made included the difficulty of keeping water courses clear when several different landowners and property owners were involved, some of whom had filled in the water run-off drainage on their property resulting in a back-up further upstream. The Clerk will try to find out who to write to and ask for help. County Cllr Duffin kindly agreed to raise the matter with NCC.

**Clerk**

As adverse weather conditions are likely to increase the likelihood of flooding or snow in the future a resident suggested that a Disaster Plan for the village would be helpful so that people know who they can contact in an emergency.

Mr Hoolahan, Chairman of the Village Hall Committee thanked the Parish Council for their generosity in purchasing some small tables for the Hall.

- 6. To receive the District and County Councillors' Reports** – County Cllr Duffin said that he would follow up on Highway matters that had been raised and do his best to get answers where possible. He said that the major update he could give was on the Long Stratton Bypass. This will cost a total of £37m and the Government had agreed to contribute £26.7m. The rest will be raised from developers and CIL money. Planning applications will be put forward shortly and Cllr Duffin said he would look closely at these to make sure there are no shortcuts or loopholes. Work is expected to commence in September 2023 and the road should be open to traffic in mid-2024. The Chairman asked if he could help to find out who is responsible for Brick Kiln Lane, as according to latest maps this is the Highways Dept but they disagree and are not willing to repair the state of the roadway.
- 7. To receive and discuss correspondence** – email correspondence was received asking for the Council to consider adding its name to those councils opposing proposed windfarm cabling. A vote was held and the council voted unanimously not to do so.
- 8. Highway Matters - To receive reports on:**
- 8.1. Broken culvert on Low Common** – the repair of this is still in contention, NCC say it is the responsibility of Open Reach who broke it when laying cables, Open Reach currently deny this. The Clerk is to contact Highways to obtain an update.
- 8.2. Gritting Route on Mile Road** – an email had been received from NCC Highways stating this is outside the criteria of roads included in the gritting schedule. The Clerk will write to Highways asking them to install 'Caution Icy Road' signs on Mile Road and Besthorpe Road. **Clerk**
- 8.3. Speeding on Turnpike** - A resident has kindly agreed to download traffic data from our SAM machine on the Turnpike so that this information can be passed on to the local police who will then be able to target the best times to carry out random speed checks. **Clerk**
- 8.4.** It was noted that the verge on Wood Lane is in a bad state of collapse and Highways are to be informed and asked to carry out repairs.
- 9. Footpath Warden's Report (Cllr Smith)** – As mentioned above, Cllr Smith commented on the bad state of Brick Kiln Lane and the difficulty of getting it repaired. He said that the Ramblers had also reported the matter to Highways in an attempt to get the matter resolved. **Clerk**
- 10. Playground & Carpark** – Cllr Smith and Mr Gledhill will meet on site in the near future to inspect the equipment, particularly the surface around the roundabout, and hope to tidy the site and repaint some of the equipment when the weather permits. **Cllr Smith**
- 11. Report received from the Bunwell Housing & Development Group (BHDG)**  
Mr Gledhill said that there is nothing to report at the moment.
- 12. Planning Applications – to discuss and vote on any new planning applications** – planning applications 2021/1542 and 2021/1691 had been

**MINUTES****ACTION**

circulated and reviewed by all Councillors and no objections or comments had been raised. The Councillors discussed applications 2021/1751 and 2021/1846 and following careful consideration objections were raised to both applications and sent to South Norfolk Planning Dept.

**13. Finance**

**13.1.** To formally approve payments for August which were circulated prior to the meeting and were unanimously approved. It was also agreed to pay the invoice for rental of the Village Hall which had just been received.

**13.2.** Cashbook balance – this had been circulated to all Councillors and was noted.

**14. To receive matters of importance from Councillors** – Cllr Penman said she had seen a reference to trees being available to Parish Councils free of charge. The Clerk agreed to find out more information.

**15. To receive items for the next Agenda for Consideration**

Clerk

**16. Date of next meeting – Wednesday 6<sup>th</sup> October 2021 at 7.30 pm in the Village Hall.**

Meeting Closed 9.15 pm

<b>BARCLAYS COMMUNITY ACCOUNT</b>	
<b>BALANCE AS AT 04.08.21</b>	<b>£0.10</b>

<b>RECEIPTS THIS MONTH – UNITY TRUST CURRENT ACCOUNT</b>			
<b>BALANCE AS AT 04.08.21</b>			<b>£14,600.07</b>
<b>DATE</b>	<b>RECEIVED FROM</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>
<b>BALANCE C/FWD</b>			<b>£14,600.07</b>

<b>PAYMENTS FOR APPROVAL THIS MONTH: UNITY TRUST CURRENT ACCOUNT</b>					
<b>BALANCE AS AT 04.08.21</b>				<b>££14,600.07</b>	
<b>PAY TYPE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>	<b>VAT</b>	<b>PAYE</b>
BACS	CGM Group	Playing Field Grasscutting	273.43	45.57	
BACS	Gopak	Village Hall Tables	563.75	93.96	
BACS	Scan Computers	New PC Laptop	765.97	127.66	
BACS	Norfolk PTS	Locum Clerking Services	245.00		
BACS	Village Hall	Hall Hire, Jun, Aug	54.00		
BACS	M Ridgwell	Zoom Subscription	14.39	2.40	
BACS	M Ridgwell	Jul & Aug salary & exps	442.40		97.60
	Unity Trust	Service Charge	18.00		
<b>TOTAL</b>			<b>2,376.94</b>	<b>269.59</b>	<b>97.60</b>
<b>BALANCE C/FWD</b>				<b>£12,223.13</b>	

**CASHBOOK BALANCE: 01.09.21**

<b>Details</b>	<b>CR</b>	<b>DR</b>	
Cash Book Balance Brought Forward (Barclays Saver A/c & Unity Bank) <b>A</b>	<b>£14,600.07</b>		
Receipts this month (see listed above) <b>B</b>			
Payments this month (listed above) <b>C</b>			<b>2,376.94</b>
Cash Book Balance Carried Forward (=A+B-C)			<b>12,223.23</b>
<b>Barclays Savings A/c balance</b>			<b>0.10</b>
<b>Unity Balance</b>			<b>12,223.13</b>
<b>TOTAL CASH IN BANK:</b>			<b>12,223.23</b>

**Report on Defibrillator status by Cllr Crawford, 22.07.21**

As was reported at the last meeting, Bob & I carried out the site surveys required by the installers. I had a call from CHT yesterday to confirm the surveys had been reviewed and were satisfactory. The installers were offering an install date for both schools of 3 August. Unfortunately, this is not convenient for either school as it is the school holidays and both schools said that if this were the case then the installs would have to wait until September. The revised date for installation is now sometime in the week of 27 September. They will be in touch in September to pin down a date and time.

On another note, I have been contacted by the UK National Defib Register to register each of our defibs as the East of England Ambulance Service, with which ours are registered, has now ceased to update its database. As our registrations are managed for us by CHT I have asked them for advice.

I will let you know when I hear from them.