

**BUNWELL PARISH COUNCIL**  
**THE PARISH COUNCIL OFFICE, THE OLD TURNPIKE, BUNWELL, NORWICH, NR16 1SN**  
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**MINUTES** of the parish council meeting held on Wednesday 4<sup>th</sup> August 2021 at the Village Hall, Bunwell.

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

**Also Present:** The Locum Parish Clerk Sara Campbell, and 3 members of the public, District Cllr S Ridley and County Cllr B Duffin.

MINUTES	ACTION
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- 1. Membership** – Cllr Cobbold has resigned from her post as a Councillor due to pressure of work, Cllr Smith thanked her for her time and added she will be missed.
- 2. To receive and approve apologies for absence** – apologies for absence were received from Cllr Crawford.
- 3. 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.
- 4. To agree the minutes of the Parish Council meeting on 23<sup>rd</sup> June, 2021** - The minutes of the previous meeting on 23<sup>rd</sup> June 2021, pages 386-389, having previously been circulated to all members, were agreed and signed by the Chair.

The Clerk (Margaret Ridgwell) would like it noted that the date for the Agenda of the May meeting on the 3<sup>rd</sup> May, item 5, was correctly quoted on the PC Website. Cllr Dickson commented that item 7.1 concerning the culvert on Low Common quoted "that this is being repaired" – this is not the case and the road has just been levelled.

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

- 5.1.** No update on the two defibrillator cabinets, **Cllr Smith will contact Cllr Crawford for an update.**
- 5.2. Communication between Parish Council and residents** – Cllr Smith reported that there had been research undertaken by 2 other Clerks and a n. other to confirm that using a community website is the best way to communicate with residents. Bunwell use the community website and will continue to do so. At this time the Council will not consider Facebook or other social media. Once the Clerk returns communications will be researched.

**6. Resident's Questions:**

Cllr Smith has received an email from a resident regarding Brick Kiln Lane this is a Norfolk County Council (NCC) maintained road, but NCC consider it a footpath. The

road in its current state is not suitable for vehicles as there are large potholes and the road is liable to flooding. **Clerk will write to Norfolk County Council for a response.** County Cllr Duffin asked to be copied into any emails.

A member of the public raised concerns regarding the response times of NCC Highways to serious potholes around the parish, they understand the responsibility of potholes has been outsourced.

7. **To receive and discuss correspondence** – email correspondence of importance has already been forwarded to councillors for consideration.
8. **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.
  - 8.2. **Standing water on Bunwell Street** – this is outside 139-141 waiting for Highways repair.
  - 8.3. **Gritting Route on Mile Road** – Email received from NCC Highways stating this is outside the criteria to be included.
  - 8.4. **Potholes** - Email from NCC Highways states they are under extreme budgetary pressures there is a Transport Asset Management Plan - <https://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/policies-and-strategies/roads-and-travel-policies/transport-asset-management-plan>
  - 8.5. **Speeding on Turnpike** - Locum Clerk has requested the instructions for downloading the data from Westcotec and is waiting for a response which will be forwarded upon receipt.
9. **Footpath Warden's Report (Cllr Smith)** – Landowners are not maintaining footpaths so Cllr Smith has been undertaking this himself. A member of the public commented that the Wensum Ramblers Association had given a donation to the church recently. There are 3 x 4.3 metre planks on Brick Kiln Lane that will need replacing.
10. **Playground & Carpark** – A few non-urgent outstanding bits were highlighted in the recent ROSPA report. The PC are hoping not to have to remove the roundabout for repairs, but this will be looked at once the children go back to school. The adult gym equipment is currently being painted.
11. **Report received from the Bunwell Housing & Development Group (BHDG)**  
The Council had done everything possible to encourage residents to respond to the South Norfolk Village Clusters Regulation 18 Consultation they have put up posters and added to the Community Website, there have been a few responses.

A member of the public raised potential issues at the site of the 7 self-build homes, these were mainly related to traffic and health and safety. The Council are very supportive of this type of development. After lengthy discussions, the Locum Clerk added that the Parish Council have no power to deal with any issues of the above nature, traffic issues would be dealt with by police and any planning issues referred to the Local Planning Authority (South Norfolk Council). Another member of the public suggested that they may be able to help regarding traffic issues, and a discussion with the builders of the properties should be encouraged before any other action is taken.

**12. Planning Applications – to discuss and vote on any new planning applications** – planning applications 2021/1410, 2021/1433, 2021/1473, 2021/1474 and 2021/1492 have been circulated and reviewed by all Councillors' and the clerk has submitted a "No Comment" response.

**13. Finance**

**13.1.** To formally approve payments for July which were circulated prior to the meeting and were unanimously approved.

**13.2.** Cashbook balance – previously circulated to all Councillors was noted.

**14. To receive matters of importance from Councillors - None**

**15. To receive items for the next Agenda for Consideration** – Norfolk County Council Public Rights of Way.

**16. Date of next meeting – Wednesday 1<sup>st</sup> September 2021 at 7.30 pm in the Village Hall.**

**Meeting Closed 8.50 pm**

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