

## Minutes of Wymondham & Edmondthorpe Annual Meeting of Parish Council

Held by Videoconferencing/Zoom 4th May 2021.

Present: Councillors: Howard Gresham (Chair), Trevor Mear, Kevin Spiers, Pat Peters, Matthew Williams & Nigel Hobson

Clerk: Terry Brown:

Parishioners: Kathryn and Mike Fryer

### 236 Public Time

Kathryn Fryer introduced the work of her small group working with the Melton Matters Wombles and who have been litter picking recently in the area. They have collected some 21 bags so far from the village central area and they are moving out on to the feeder roads and through Edmondthorpe. In 2 hours they collected some 14 bags from about 1/3 of Wymondham Drift and a small section of Sewstern Road.

But work on Wymondham Drift can be dangerous due to traffic that is often well over the speed limit. They have recently borrowed some cones and a road work sign from Melton Matters and this has some beneficial effect on the behaviour of drivers. But they have to go to and fro to get the signs as they are needed in Melton as well.

Therefore, they asked if the Parish Council could obtain some signs and cones for their use. Some local councils, including Kirby Bellars Parish has assisted their group with purchase of pickers and bag rings etc and MBC help in supply of bags and collection of litter from Wymondham.

The Parish Council thanked them for their excellent community spirit and work to date.

### 237 To elect the Chair

Cllr Howard Gresham was proposed and seconded to continue as Chair

### 238 To receive the Chair's declaration of acceptance of office

Cllr Gresham accepted the nomination for office.

### 239 To elect the Vice Chair

Cllr Matthew Williams was proposed and seconded to continue as Vice-Chair

### 240 To receive the Vice Chair's declaration of acceptance of office

Cllr Matthew Williams accepted the nomination for office.

### 241 Apologies for absence

Borough Councillors Malise Graham and Joe Orson

### 242 To receive declarations of interest and consider any requests for dispensations

The meeting noted Cllr Peters' interest in land adjoining 225/2, Cllr Gresham's interest in Old Bakery Antiques for 258/1 and Cllr Williams interest in 254/4 and 254/5 by virtue of being a neighbour.

### 243 To confirm appointment of representatives to Committees and Organisations (see attached)

### 244 To confirm the Parish Council's Policies and Procedures (see attached)

### 245 To receive the Internal Auditor's report

Noted

### 246 To approve the Annual Governance Statement 2020/21(Annual Return Section 1)

This was approved by the Council and signed by the Chair.

### 247 To approve the Accounting Statements 2020/21 (Annual Return Section 2)

This was approved by the Council and signed by the Chair.

### 248 To receive Borough and County Councillor reports

No report

### 249 /1 To approve the draft minutes of the meeting of the 6<sup>th</sup> April 2021

These were approved by the meeting.

07/21

- /2 To approve the draft minutes of the meeting of the 22<sup>nd</sup> April 2021**  
These were approved by the meeting.

**250 To receive the Clerk's report.**  
Noted

**251 Matters arising from previous meetings**

- /1 to review progress on flooding issues**  
The Clerk is continuing to request a summary of the survey findings recently carried out by LCCH in Main Street Wymondham. Action Clerk

- /2 to review issues concerning Glebe Road lighting**  
No reply had been received.

- /3 to review issue with dog bins**  
The meeting noted the transfer of the bin to the side of the Parish Council noticeboard. Cllr Gresham is to instal an existing new bin to the scheduled site in Edmondthorpe. Action Cllr Gresham

Cllr Peters Meeting is to contact the owner of Roots to Wings concerning the use of the litter bin near their entrance. Action Cllr Peters

- /4 to consider any response re the Community use of Play equipment**  
See 252/4

**252 To receive Councillors reports**

- /1 to receive a report for St Peters School**  
The Parish Council considered a response from St Peters School suggesting various means of resolving this longstanding issue of the Community use of play equipment in out of School hours.

It was decided to investigate the provision of play equipment in a different position and completely independent of the school for community use. The possibility of using developers contributions to help fund this should also be investigated.

- /2 to receive a report for W&E Neighbourhood Plan Advisory Committee**  
The meeting considered a report from the W&E Neighbourhood Plan Committee detailing a recent a meeting with Andrew Granger (see attached)

- /3 to receive a report for W&E Traffic Group**  
Cllr Spiers reported that good progress was being made in producing a master plan on the requirements for traffic improvements for consideration and discussion.

- /4 to discuss progress on possible road improvements (Cllrs Spiers & Hobson)**  
See 252/3

**253 To receive and consider reports from representatives on outside bodies & meetings**  
No reports

**254 Planning**

- /1 20/01258/FULHH Autumn Cottage 11 Edmondthorpe Road Wymondham**

**Amended Plans: Demolition of single storey extension to north west elevation and replace with two storey extension, building up of brickwork to include roof removal to south east elevation to two storeys. Insertion of three rooflights within roof slope of rear elevation and removal of Tyrolean render to expose original stonework.**

The Parish Council resolved to object.

The application made reference to "slate like materials for the roof". This is both too vague and not in keeping with the current roofing that uses traditional red pantiles.

*(W&E Neighbour Plan H7 BUILDING DESIGN PRINCIPLES: buildings should follow a consistent design approach in the use of materials, fenestration and the roofline to the building. Materials should be chosen to complement the design of the development and add to the quality or character of the surrounding environment and of the Conservation Areas )*

- /2 21/00417/FULHH - Blue Point the Drift Road Wymondham**  
**Two storey rear extension (including demolition of existing single storey extension)**  
**First floor side extension (South elevation)**  
**Internal alterations.**  
**Construction of a new Car Port.**

No comment.

- /3 21/00344/OUT - Land OS 484871 318952 Main Street Wymondham**  
**Outline planning application for the demolition of an existing brick building and the subsequent residential development of approximately 34 dwellings with associated infrastructure, including vehicular access, public open space, car parking, landscaping and drainage (outline - access only)**

The Parish Council resolved to object.

The application is contrary to the land allocation policies of the Made Neighbourhood Plan which complies with the Local Plan.

The Parish Council confirmed the view of the W&E Neighbourhood Plan Committee that the developer's argument to support the application (that it would be possible to provide significantly more (13 rather than 8) units of affordable housing) was inappropriate.

- /4 21/00432/FULHH Sycamore House 20 Chapel Lane Wymondham**  
**Demolition of garage and erection of single storey side extension to provide adjoined ancillary accommodation.**

The Parish Council resolved to object.

The Parish Council considered that significant increase in scale of the new building and the materials used therein would materially affect this part of the Conservation Area and not be in keeping with the W&E NP H7 BUILDING DESIGN PRINCIPLES:

*New development should enhance and reinforce the local distinctiveness and character of the area in which it is situated, particularly within the Conservation Areas, and proposals should clearly show how the general character, scale, mass, density and layout of the site, of the building or extension fits in with the aspect of the surrounding area. Care should be taken to ensure that the development does not disrupt the visual amenities of the street scene and impact negatively on any significant wider landscape views.*

and

*New buildings should follow a consistent design approach in the use of materials, fenestration and the roofline to the building. Materials should be chosen to complement the design of the development and add to the quality or character of the surrounding environment and of the Conservation Areas;*

- /5 21/00431/FULHH Sycamore House 20 Chapel Lane Wymondham**  
**Single storey rear extension**

No objection.

But the Parish Council will comment that it has similar reservations to that expressed for the previous application 21/00432/FULHH. Its decision not to object has been determined by the lesser scale of this application and its restricted impact on the street scene

**255 Correspondence received**

## Letters:

10/4/2021 Charlotte Baker re grass cutting payments  
 April 2021 Harrison Clark Rickerbys re enquiries

## Emails:

5/4/2021 Teresa Bardsmith re Brickyard Lane  
 5/4/2021 Dr Jon Lewis re grass cutting  
 10/4/2021 Mike Fryer re litter and litter collecting  
 See Public Time and 256/6  
 16/4/2021 Christine Teasdale re allotment issues  
 Discussed in 258/2

**256 Matters for Discussion**

**/1 to consider an application for grant towards mowing costs at St Michael Edmondthorpe.**  
 The meeting approved a payment at a rate as paid in 2020-21. Action Clerk

**/2 to consider an application for grant towards mowing costs at St Peter's Wymondham.**  
 The meeting approved a payment at a rate as paid in 2020-21. Action Clerk

**/3 to consider the present state of Edmondthorpe bus shelter (Cllr Gresham)**  
 The Council delegated the Clerk to seek repairs to the lower boards of the bus shelter immediately subject to a cost limit. Action Clerk

**/4 to discuss parishioner concerns about local bus services (Cllr Williams)**  
 Deferred.

**/5 to discuss support for riparian clearance of water courses (Cllrs Williams & Mear)**  
 The Councillors considered arguments for and against the exercise of Parish Council power to support landowners with riparian responsibilities for the upkeep of the water course.

Further discussion is deferred to a later date when the LCC starts its scheduled works at the Washbrook.

**/6 to discuss Parish Council support for litter picking activities (Cllr Gresham)**  
 The Council agreed that the best response would be for a payment to support this venture be met from the Organisation Grant budget. The Clerk is to send a form to be completed asap such that the payment can then be authorised at the next Parish Council meeting.

It was agreed that the 25 signatures required could be taken from email responses. Action Clerk

In addition

**/7** It was resolved to have at least the next meeting by zoom and to review the possibility of the return to 'in person meetings' in the light of evolving Covid advice from central government.

**257 Finance**

**/1 the following payments were approved**

T Brown	re April 2021 salary	£383.23
T Brown	re April 2021 HMRC paye	£95.60
Buckminster Estates	re Annual allotment rent	£325.00
Tina Bryan	re plants	£51.98
L Tatton	re Internal Audit	£100.00
T Brown	re Sept 20-Mar 21 expenses	£140.95
T Brown	re Payroo salary processing	£12.00
Edmondthorpe CC	re annual mowing grant	£357.00
St Peters Churchyard Management Fund	re annual mowing grant	£751.00

**/2 the following bank balances at 14/4/21 were reconciled:**

TSB Current account	£9330.21
TSB Deposit account	£20661.65

**258 To resolve to go into private session to discuss an item of a confidential nature. (Public Bodies (Admission to Meetings) Act 1960 s1.2 )**

/1 The Council approved a draft response to solicitors acting for a parishioner in this matter.

/2 The Council agreed a response to a concern that had arisen at the Parish Allotments. Action Clerk

**260 Date of next meeting: Monday 7<sup>th</sup> June 2021 Meeting of Parish Council by videoconferencing**

The meeting ended at 9.47pm

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W&E Parish Council Committees and Organisations 2021-22

- Cllr. Howard Gresham (Chair)- Edmondthorpe Ward
  - responsibilities:Edmondthorpe Social Club, Health and Safety, Rights of Way
  
  - Cllr. Kevin Spiers - Edmondthorpe Ward
  - responsibilities:Wymondham Traffic Group
  
  - Cllr. Nigel Hobson - Wymondham Ward
  - responsibilities:Defibrillators
  
  - Cllr. Pat Peters - Wymondham Ward
  - responsibilities:-PC link to St Peter's CE Primary School, Sir John Sedley Educational Foundation (Trustee) and Allotments
  
  - Cllr. Matthew Williams - Wymondham Ward
  - responsibilities:Vice Chair, W&E Neighbourhood Plan, Wymondham Village Hall & Allotments
  
  - Cllr. Trevor Mear - Wymondham Ward
  - responsibilities:Assets and Health & Safety, Flood Warden
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W&E Parish Council's Policies and Procedures 2021-22

Standing Orders

Risk Assessment

Financial Regulations

Financial Reserves Policy

Publication Scheme

Community Buildings Grant Policy

Grant for Organisations Policy

Code of Conduct

Complaints Procedure

07/21

Procedure to respond to planning applications

GDPR Subject Access Policy

GDPR Record Retention Policy

GDPR Data Breach Policy

GDPR Data Mapping

W&E Neighbourhood Plan Advisory Committee Terms of Reference

W&E Traffic Group Terms of Reference

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## **Report from the W&E Neighbourhood Plan Committee detailing a recent a meeting with Andrew Granger**

In attendance: Chris Green (Grainger), Nigel Hobson, Pat Peters, Matthew Williams (Parish Councillors), Lynne Cooper, Robert Beech

General: the meeting was constructive and informative. The Committee thanked Chris Green for engaging with it, for his presentation of detailed plans and for his open and clear response to its questions.

### Gollings

Chris Green confirmed that a revised proposal has been finalised, incorporating Mrs Gill's shop. The Planning Officer Toby Ebbs, who is also the conservation officer, has been closely involved in developing this revised proposal.

The new proposal was shown and discussed. It was very like the previous proposal but with Mrs Gills shop in situ, with the intention being that it serve as a home office or summer house for one of the dwellings. Chris Green noted that it would be extremely difficult for any future owner to demolish the shop given that it the relevant heritage and conservation authorities had insisted that it be retained.

As to timing Chris said that this development was the number 1 priority of the Hill Trust and he hoped work would begin within a year subject to consent being granted.

Positive feedback was given on the revised plans and the timescale.

As a quick update, revised plans shown during meeting have been submitted to MBC and Planning Officer has confirmed that he has no objections. Re-consultation scheduled to take place shortly (in which the PC will be formally consulted again), and we remain hopeful of receiving consent in the near future.

### Station Yard

Chris explained that this is proving problematic as the Butt Lane development carried out by Mr Fionda had been allowed to proceed by LCCH without provision of a road-side footpath despite this being against its own guidelines. It was not clear whether LCCH would allow another exit from a development further up Butt Lane on the same basis.

Chris acknowledged that Pedestrian access could be provided over Hill Trust Land to the west of the site and down Brick Yard Lane. On the face of it there did not seem to be much to be said against this.

The impression given was the Hill Trust have not tested out their concerns with LCCH or explored options with them (speed limits, lighting etc) and that this site is not a priority for Hill Trust. There are no outline plans for it despite its being an allocated site in the made Neighbourhood Plan.

Brickyard Lane

Debate focused on the fact - freely acknowledged by Chris - that the outline proposal runs directly contrary to the land allocation policies of the made neighbourhood plan and which, it was confirmed, complies with the Local Plan.

The reason articulated was that by combining the reserve site with the lower brickyard lane site it would be possible to provide significantly more (13 rather than 8) units of affordable housing and that this was consistent with the housing needs identified throughout the Borough if not within Wymondham.

Chris noted that in every other respect the outline planning proposal conformed with the detailed requirements of the made Neighbourhood Plan and in particular that it closely followed the template as to materials, density and overall design of Old Manor Gardens.

Matthew Williams made it clear that the Parish Council will stand by the made Neighbourhood Plan which represents local wishes and therefore will strongly oppose the outline planning proposal on the grounds that it goes against fundamental policy of the made Neighbourhood Plan. The imposition of housing mix requirements perceived to exist in locations, many larger and more urban, outside the Village of Wymondham on the village with the intent to override the made Neighbourhood Plan was exactly the kind of insensitive planning that Neighbourhood Plans were meant to prevent. This imposition of outside priorities inappropriate to a rural location, which is inherently high cost given that there are no work- supportive bus services to speak of, was clear also in that policy H6 and the preceding analysis makes it quite clear that local consultation and an analysis of local housing stock - where there is an overweight of rented housing - lead local people to support schemes that encourage owner occupied housing whereas the mix of affordable housing in the outline planning document shows exactly the opposite.

To this last point Chris Green said that the mix could be altered to reflect local needs more accurately. The suggestion was mooted that at some point Chris works with the PC to organise a consultation of local opinion on this point.

There was considerable scepticism that the Hill Trust did not have other motives relating to lowering the unit costs of infrastructure expenditure required to develop Lower Brick Yard Lane.

In summary on this point it was agreed that the PC and Hill Trust and their representatives would agree to differ on this point but should still seek to work together and continue dialogue to ensure the best possible development for the Village of Wymondham is delivered, whether in the form hoped for by the PC and the Village of Wymondham, expressed in the made Neighbourhood Plan, or the form hoped for by Hill Trust whether in pursuit of higher profit or higher purpose or possibly both.

Concerns over flooding issues were also raised. Chris rehearsed the significant studies undertaken and measures envisaged in the outline planning document and said he was sure that more could be considered if further study proved it necessary (tanking under drives etc). The specific problem raised with him was that the sewerage and drainage along Main Street is understood to not have the capacity to carry the run off from 32 new houses: therefore while flooding on the site may be mitigated by the measures envisaged the development will worsen flooding off the site and along Main Street and into the houses there.

Subsequent note

Subsequent to the meeting it was noted that Station Yard, being 12 dwellings can achieve the same number of affordable homes as the Brick Yard Lane proposal if combined, as envisaged in the made Neighbourhood Plan, with the Lower BrickYard Lane site to create 32 houses.