

**Minutes of the Meeting of Filby Parish Council held on
Monday 4th September 2024 at 7pm at Filby Club Room**

Present: Adrian Thompson (Chairman)
John Baldry
Derek Nicker
David Shaw
Catherine Moore, Parish Clerk

Also present: 16 members of the public.

1. Apologies for Absence

Apologies for absence were received from Louise Elms, Lynette Hutchinson and Ian Richardson.

2. Declaration of Interest for items on the agenda

David Shaw declared an interest in item 7a(ii) as a neighbour of the applicant.

Adrian Thompson declared a pecuniary interest in item 7a(iii) as he owned the facility and would be the landlord.

Adrian Thompson, John Baldry and Derek Nicker declared an interest in item 12c as Trustees of the Playing Field charity.

3. Minutes of the meeting held Wednesday 3rd July 2024

The minutes of the meeting were **agreed**, proposed by David Shaw, seconded by Derek Nicker, all in favour.

4. Minutes of the meeting held Wednesday 29th July 2024

The minutes of the meeting were **agreed**, proposed by David Shaw, seconded by Derek Nicker, all in favour.

5. Matters Arising from the Minutes

a) Highway Visibility at Pound Lane

Nothing new to report.

b) Trees at Poplar Drive

The Clerk report that the Norfolk County Council tree team had been tasked with an assessment on the two trees on the corner of Poplar Drive/Main Road Filby.

6. Public Forum

a) Public

A member of the public spoke about a refused planning application for an infill single dwelling in her garden, on the basis that it was outside the development boundary. She noted the reasons for wanting to build, and that other properties had been built close by, and felt it was unfair that the boundaries had been moved. In response, the Chairman noted that the site previously had planning permission which had lapsed. It was noted that the development boundary was set by the Borough Council, not the Neighbourhood Plan, so this had been a decision by Great Yarmouth Borough Council. It was noted that the building referred to was an annexe with planning conditions.

b) Borough Councillor

Adrian Thompson reported that there were changes in planning coming from government, which could affect the Local Plan. The calculations for housing

allocations was increasing significantly, meaning 11,200 homes needed to be built by 2041. If the Plan was finalised by December 2024, special conditions would apply. A big push was being made to meet the target. Also, only 10% of houses needed to be affordable, with a greater emphasis on renting. Additionally, food production was not a valid planning objection. An additional 30 houses needed to be found. The Neighbourhood Plan review would be starting tomorrow, with no changes to the process being made by the government. Local evidence was key when making changes from national policy.

c) County Councillor

No report.

d) Police

Not present.

7. Planning

a) New Applications

06/24/0094/F Land to the rear of 1 Homestead Gardens, Main Road: Erection of 2no. 2-person glamping pod huts with verandas to be used as temporary holiday let accommodation; Installation of parking area and electric vehicle charging facilities and access track.

The Chairman suspended standing orders to allow public speaking.

The Chairman invited the applicant to speak on the application, who noted that there was no intention to apply for housing for the site.

It was noted that the pods could hold up to six, there would be four per pod which would be a mixture of mainly adults and children. Future plans included developing the outbuildings. The garden curtilage was discussed, in context of the location of the pods.

A member of the public expressed concern about the use of laurel for hedging, and that there were too many holiday lets within the village. A member of the public expressed concern about the development boundary, it was confirmed that the site was outside the boundary. It was suggested that allowing development would set a precedent. The applicant noted that as it was a temporary structure that was not high, the application could be looked on more favourably. The base would be similar to that of a static caravan.

Standing orders were reinstated.

Councillors expressed concern that the application was outside the development boundary, and that it would lead to other applications with a precedent set. It was in the village gap, and had previously been rejected in the call for sites. It was **agreed** to object to the application based on these comments, proposed by David Shaw, seconded by Derek Nicker, all in favour. **ACTION: Clerk**

06/24/0585/PU Site off Main Road: Application for a Certificate of Lawful Proposed Development to confirm that development pursuant to outline planning permission 06/16/0517/O and reserved matters approval 06/20/0404/D has been lawfully commenced and that development under that permission can lawfully continue.

David Shaw noted that works had started in a very small way, and that many of the conditions had not been met prior to works. A footing for Plot 1 had been dug simply

because the planning was due to run out a week later. There had been no discharge of conditions applications made for the archaeological surveys, root protection plans etc. It was felt that the Parish Council should be kept informed of discharge of conditions applications about the site, following a visit by the planning officer. It was confirmed that previously the planning had been granted as a windfall site. It was **agreed** to object to the application, proposed by Adrian Thompson, seconded by John Baldry, all in favour. **ACTION: Clerk**

Adrian Thompson left the room and David Shaw took over chairing the meeting.

06/24/0296/F Heath Farm Poultry Far and land to the north of Blanks Close (off Market Lane): Change of use of former poultry rearing facility and agricultural land to provide an animal sanctuary, wildlife rescue and welfare centre (Sui Generis use) comprising use of the poultry shed building for animal treatment and rehabilitation, and erection of 2no sheds, stable building and aviary pens and associated parking.

A member of the public questioned whether it was permitted to sub-let Poors Trust land. It was confirmed that this was not a planning consideration.

It was **agreed** to support the application, proposed by Derek Nicker, seconded by John Baldry, all in favour. **ACTION: Clerk**

Adrian Thompson returned to the meeting and resumed chairing.

b) Decisions

BA/2024/0059/FUL Filby Primary School, Thrigby Road: Replace 14m x 8.5m single classroom building with 21m x 8.6m double classroom building. **APPROVED**

BA/2024/0105/FUL Felicia, Main Road: Replacement outbuildings, comprising a glass house and general storage buildings. **APPROVED**

8. **Finance**

a) Finances 2024/25 To Date

The accounts to 23rd August 2024 were noted, with £21,665.79 available. Since the last meeting the following had been received:

- Boardwalk Grant - £5,636.05
- Boardwalk Insurance Recharge - £194.71
- Neighbourhood Plan Grant - £7,600.00

b) Payments

It was **agreed** to pay the following, proposed by Lynette Hutchinson, seconded by David Shaw, all in favour:-

C Moore	Salary July & August 2024 & Expenses	£510.20
HMRC	PAYE July & August 2024	£45.80
David Shaw	Boardwalk Post Caps	£259.10

c) Payments made between meetings

A&W Cushion Ltd	Additional Timber for Boardwalk	£371.70
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9. Correspondence

a) General Correspondence

A consultation on reducing the speed limit on the A47 Acle Straight to 50mph had been received. It was **agreed** to support the application with average speed cameras.

ACTION: Clerk

10. Reports on Parish Assets

a) Allotments

The allotment report was received. The following decisions were **agreed**, proposed by David Shaw, seconded by Derek Nicker, all in favour:

- The rent review notice had been sent for the farm land and rent from October 2025 would be discussed and negotiated.
- A Farm Business Tenancy document would be drawn up for the tenant.
- The horse plot rents would be set at £125/acre.
- The garden plot rents would be set at £6.50 per 2.5 metres.
- Tenancy documents would be put in place where they were missing.
- Annual tenancies from October would be issued, with termination notices going to all tenants and explaining that this was a paper exercise to review and regularise all of the tenancy documents.
- A line would be drawn under rent that were paid in arrears, and it was confirmed that if the tenant didn't sign the new agreement, the tenancy would end on 29th September 2025.

Notice would be sent to all allotment tenants, and the new tenancy agreements and prices would be effective from September 2025.

ACTION: Clerk

b) Drainage, Footpaths and Highways

Ian Richardson had sent a report noting that there were drainage issues within the parish, and that letters should go to landowners reminding them of the need to keep ditches and drains clean. A letter had been received from a parishioner expressing concern about drainage. This would be chased up with Highways.

ACTION: Clerk

c) Claypits

Nothing to report.

11. Neighbourhood Plan

a) Draft Terms of Reference for Review Group

The draft terms of reference for the Working Group were **agreed**, proposed by Derek Nicker, seconded by David Shaw, all in favour.

ACTION: Clerk

The membership of the Working Group would be anyone who was interested in contributing.

b) Tree Preservation Orders

Ian Richardson had sent a suggestion that the Tree Preservation Orders should be reviewed, which was **agreed**.

12. Other Matters

a) Footbridge alongside Road Bridge

Adrian Thompson reported that the repairs would begin on Monday, and that the ownership was being discussed with Essex and Suffolk Water.

- b) Gully and Drain Jetting
This was with Ian Richardson.
- c) Zip Wire Purchase and Maintenance
A request had been made for the Parish Council to purchase and maintain the zip wire for a nominal sum. It was **agreed** to offer to purchase the zip wire from the village hall for £1, proposed by Derek Nicker, seconded by David, 3 in favour, 1 abstention.
It was noted that there were works to be completed on the zip wire.
The Borough Council would continue with the annual inspection, and monthly inspections needed to be carried out by a trained, competent person. It was **agreed** that the Playing Field would be asked to continue to inspect and to be trained, and to send the monthly inspection report to the Parish Council. **ACTION: Clerk**
- d) Parish Partnership Scheme
A trod path upgrade had been requested, Ian Richardson would be asked to price this for the next meeting. **ACTION: IR**
- e) Co-option Policy; Dignity at Work Policy; File Retention Policy
It was **agreed** to adopt the policies, proposed by Derek Nicker, seconded by David Shaw, all in favour. **ACTION: Clerk**
- f) Pedestrian Crossing - Update
It was noted that the comments had been included in the report, and the scheme was in the pot for future funding.
- g) Biodiversity Action Plan - Update
Ken Saul displayed a large scale map which was pulling together the biodiversity information for the parish. This would be taken forward to the Neighbourhood Plan.
- h) Neighbourhood Watch - Update
The signs for Neighbourhood Watch had been received and would be put up.

13. Reports from Councillors

David Shaw reported that the boardwalk was not complete, the mesh needed to go down and there was a snagging list.

14. Items for the next agenda

Parish Partnership Scheme

15. Date of Next Meeting

The next meeting would take place on **Wednesday 6th November 2024** at 7pm at Filby Club Room. Agenda items to the Clerk by 18th October 2024.

The meeting closed at 9.05pm.

CHAIRMAN