POSTWICK WITH WITTON PARISH COUNCIL

Parish Council Meeting

I give notice of a meeting and summon members to attend.
The meeting will be held at Postwick Village Hall, NR13 5HL on
Thursday 6th March 2025 at 7.00pm
Members of the public are welcome to attend.

Sonia Noble-Parker
28th February 2025

Agenda

1) **To consider apologies for absence**

2) **To receive declarations of interest for items on the agenda and to consider any requests for dispensations**

3) **Minutes –**
To confirm the minutes of the meeting held on 6th February 2024

4) **Matters arising from previous minutes**
   a. Update on newsletter progress
   b. Celebration of VE day 80
   c. Update on Village gateways

5) **Public Open Forum (15 mins max 3 minutes per speaker)**

6) **To receive County and District Councillor Reports**

7) **Committee and Working Groups**
To receive the minutes, notes from any committee and working groups and vote on the recommendation therein:
   a. Postwick Social Club Sub-Committee Report
   b. Postwick Neighbourhood Plan Sub-Committee Report
   c. Cycle way Feasibility study Sub-Committee Report
   d. Funding and Working opportunities with Norwich Cricket Club Sub-Committee Report
   e. Air Source Heat Pump Working Group report

8) **Planning**
   a. To consider a response to planning applications.
   2024/3141
   Proposal: Erection of a Warehouse Club (Sui Generis) including, tyre installation and sales, a petrol filling station, deck and surface car parking, accesses, landscaping, engineering, and associated works. Location: Broadland Business Park Old Chapel Way Postwick Norfolk Applicant: c/o Firstplan Ltd Application Type: Full Planning Permission
   2025/0447
   Applicant: Mr N Jackson
   Location: Leeder House 1 Leeder Hill Postwick Norfolk NR13 5HJ
   Proposal: Remodel of existing dwelling to include single storey link between house and swimming pool, and link between house and annexe
   Application Type: Householder
   2025/0399
   Proposal: Proposed replacement self build bungalow
   Location: Grange Bungalow Yarmouth Road Postwick Norfolk NR13 5HA
   Applicant: Mr David Lewis
   Application Type: Full Planning Permission
   BA/2025/0027/CLEUD

Proposal: Lawful Development Certificate for use as a dwelling house within Use Class C3 (and not subject to any planning conditions restricting occupancy) for more than 10 years. Location: Meadow Lodge, Oaks Lane, Postwick, Norfolk Applicant: Mrs Maureen Ollett

b. To receive a report on plans refused/accepted by Broadland District Council.
2025/0258 Approval of Condition Details Approved (Delegated) 20 February 2025

c. To hear an update and to consider any necessary action with regards to planning enforcement issue or planning appeals.

9) To consider the final arrangements for the Annual Council Meeting – discuss and finalise arrangements including agenda, presentation and timings.

10) To consider addition of Historical Parish Magazine to the website and associated costs.

11) To compare and agree on quotes for a fire risk assessment for the village hall and decide which one to proceed with.

12) To consider and discuss the support plan provided by Community Action Norfolk for running a health check on the Village Hall

13) To consider appropriate action to address the issue of fly tipping on Ferry Lane, Postwick.

14) Evaluate accessibility concerns related to the postbox on Oaks Lane

15) To consider and discuss organising a health check on the trees in the Parish and recommending specific trees for protection by Broadland District Council through Tree Preservation Orders.

16) Highways Matters

a. Review and discuss the issue of overgrown hedges in the Parish

b. Review and discuss the creation of unofficial passing/parking places and the scouring of banks in Postwick village and appropriate action to address them.

17) Finance

a. To receive the bank reconciliation for February 2025

b. To receive the Community Infrastructure Levy report

	c. To note the following payments since the last meeting:		
i.	*Purchase of ILCA Training*	*B/Card*	£144.00
ii.	*Purchase of SLCC Webinar*	*B/Card*	£24.00
iii.	*21 degree - call out fee for GSHP at V/Hall*	*BACS*	£180.00
iv.	*Millers – deposit for ASHP*	*BACS*	£9,038.67
	d. To consider the payment of the following:		
i.	*C.C Planning (Inv-0668)*	*BACS*	£660.00
i.	*C.C. Planning (INV-0602)*	*BACS*	£240.00
ii.	*Donation to Witton Church for Grounds Maintenance*	*BACS*	£320.00
iii.	*Norwich Print Solutions (NHB consultation event)*	*BACS*	£136.00
iv.	*Argos (Fan Heaters for VH)*	*BACS*	£103.68
v.	*R J Engineering Consultants Feasibility Study*	*BACS*	£12,660.00
vi.	*Millers -final payment for ASHP*	*BACS*	£9,038.67
	e. To note the following receipts since the last meeting:		
i.			
ii.			

18) Policies and Governance

a. To review and adopt the proposed Postwick with Witton Co-Option Policy

19) Administration

a. Receive feedback from the recent Parish Cluster meeting held at Brundall on the 18th February.
b. To discuss staff salary and confirm the contracted hours for the staff member.
c. To discuss training opportunities for Parish Councillors.

20) To note correspondence received

Event and Communities South Norfolk and Broadland	VE Day Community Grant	Agree whether to apply for grant
BADCOG	March Issue Newsletter	For information only
Contracts Officer Team South Norfolk and Broadland	The Big Broadland Litter Pick 2025	Chair of Social Club has responded
National Association of Local Councils	Information about local government and devolution	For information only
District Councillor Brundall Ward Broadland District Council	Comments on planning applications 2025/0050 & 2025/0447	For information only
Parishioner	Speed Limit Signs	For information only
Parishioner	Lack of litter and dog poo bins at the Oaks Development	For information only
Broads Authority	Broads Briefing	For information only
Programme Engineer (improvements) Norfolk County Council	Poppy Way crossing assessment	For information only
National Highways	A47 Trowse Newton to Postwick – resurfacing	For information only

21) To receive updates on playground

1. Review any issues resulting from the weekly/monthly inspections
2. Renewal of playground equipment

22) To record items for the next Agenda (not for discussion)

23) To consider and confirm the date of the next meeting -:

Thursday 3rd April 2025 at 7pm