POSTWICK WITH WITTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 6th March 2025 at 7.00pm
at Postwick Village Hall, NR13 5HL

Present: Councillors (Cllrs) Colin Hancy (Chair), Julie Smith (Vice Chair) Matthew Riches, Jon Price, David Dukes, Helen George
Officer: Sonia Noble-Parker (Clerk)
Members of the public: Cllr Eleanor Laming (Broadland District Councillor),

	ACTION
1) To consider apologies for absence Apologies were **accepted** for **David Miller**	
2) To receive declarations of interest for items on the agenda and to consider any requests for dispensations **None**	
3) Minutes of the meeting held on 6th February 2025 **These were agreed as a true record of proceedings.**	
4) Matters arising from previous minutes a. Update on newsletter progress – clerk shared draft email which will be sent out week beginning 17th March. b. Celebration of VE day 80 – Councillors agreed on event timings and proceedings, which will communicated with parishioners in due course. c. Update on Village gateways – The Clerk is in contact with Highways and is currently awaiting a response.	**SNP**
5) Public Open Forum (15 mins max 3 mins per speaker) **None in attendance**	
6) To receive County and District Councillor Reports Eleanor Laming gave a general update on District Council matters. The report will be available on the Parish Council website.	
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** Matthew Riches provided an update; the ASHP heating system is being installed, which is scheduled for completion by March 10, 2025. New chairs for the bar area have arrived, and new handles have been fitted to the doors. Additionally, a new cage has been purchased for the PA system to ensure its safety and security. Several events are planned for the future, including a litter pick, a silent disco, and a quiz. Plans are also in development for a barn dance in the summer. **b. Postwick Neighbourhood Plan Sub-Committee Report** David Dukes provided an update on the progress of the Neighbourhood Plan. The consultation period has concluded, and the sub-committee met to address the comments received and to agree on changes to be made to the draft report before being submitted on 17 February. Modifications have been made to the AECOM design code in response to comments from BA. **c. Cycle way Feasibility study Sub-Committee Report.**	

Julie Smith provided an update on progress: The draft report has been received and currently being reviewed

d. Funding and Working opportunities with Norwich Cricket Club Sub-Committee Report.
No current updates; the next meeting is scheduled for 11th March 2025

e. Air Source Heat Pump Working Group report
Due to the sudden failure of the underground loops the new ASHP system was quickly retendered and work commenced on 3 March.

8) Planning

a. To consider a response to planning applications.

2024/3141 Costco Warehouse — **SNP to email**

The council agreed to object to the proposals on the following grounds:

• Upholding the Parish Council's previous objections to the application.

• The Flood Risk Assessment is not fit for purpose. There is no differentiation between the proposed petrol station and warehouse; drainage strategies should be independent.

• The surface water strategy is inadequate.

• As stated by Anglian Water, the capacity at Whitlingham Trowse Water Recycling Centre currently lacks the capacity for the additional surface water, and as their business plan is still awaiting approval, this presents an unnecessary and substantial risk to take.

• Postwick with Witton Parish Council would like to clarify that this development falls within their parish and not that of Thorpe St Andrew.

• There is already a large and established warehouse business (Macro) operating in the business park; there is no need for another one.

2025/0447 Leeder House

The Council agreed to object to the proposals on the following grounds:

•Dark Skies/Light pollution

•Sustainability and Eco-Housing

•Green corridor and disruption to the local ecosystems

•Proposed balcony intrusive to the neighbouring property and surrounding areas

2025/0399 Grange Bungalow

The council do not object to the build but would like clarification on whether it is a 'self-build' or 'market housing resident/dweller' as the application form indicates both.

BA/2025/0027/CLEUD Meadow Lodge

The council will be asking the BA for more clarity relating to the CLEUD

b. To receive a report on plans refused/accepted by Broadland District Council. — **CH to email**

Received

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

None

9) To consider the final arrangements for the Annual Parish Meeting – Clerk shared updated agenda. Council **agreed** to the format. — **SNP**

10) To consider addition of Historical Parish Magazine to the website and associated costs. Council **agreed** to pay half the costs with the other half covered by the Social Club. — **JS**

All in Favour

11) Two quotes for a fire risk assessment were shared with councillors for the village hall. The council **agreed** to proceed with a Fire Risk Assessment from Anglia Fire. — **SNP**

All in Favour

12) A support plan to conduct a health check on the village hall, provided by Community Action Norfolk, was shared with councillors. The council agreed to proceed with the health check later in the spring. — **SNP**

All in Favour

13) The council **agreed** to contact the Broadland Community Detection Team and the Environmental Agency to seek advice on possible commercial tipping in the parish. **SNP**

14) Evaluate accessibility concerns related to the post-box on Oaks Lane – awaiting a reply from Highways. **SNP**

15) Highways Matters – **agenda items moved to April meeting**

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.

16) Finance

a. To receive the bank reconciliation for February 2025 - **Received**

b. To receive the Community Infrastructure Levy report – **Received**

	c. To note the following payments since the last meeting: **NOTED**		
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: **APPROVED**		
i.	*C.C Planning (Inv-0668)*	*BACS*	£660.00
a.	*C.C. Planning (Inv-0602)*	*BACS*	£240.00
b.	*Donation to Witton Church for Grounds Maintenance*	*BACS*	£320.00
c.	*Norwich Print Solutions (NHB consultation event)*	*BACS*	£136.00
d.	*Argos (Fan Heaters for VH)*	*BACS*	£103.68
e.	*R J Engineering Consultants Feasibility Study*	*BACS*	£12,660.00
f.	*Millers -final payment for ASHP*	*BACS*	£9,038.67
	e. To note the following receipts since the last meeting:		
i.			
ii.			

17) Policies and Governance

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

18) Administration

a. Receive feedback from the recent Parish Cluster meeting held at Brundall on the 18th February. Minutes will be sent out when received.

b. To discuss staff salary and confirm the contracted hours for the staff member.

Clerk left the meeting. Councillors approved contracted hours. Colin thanked David and Julie for the appraisal.

To discuss training opportunities for Parish Councillors. The Clerk will investigate the costs of a whole council training session. **SNP**

19) To note correspondence received: **Noted**

Event and Communities South Norfolk and Broadland	VE Day Community Grant	All in agreement. Clerk to apply for grant	**SNP**
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 (all in favour not to have 20mph signs at the end of Hall Road)	
Parishioner	Lack of litter and dog poo bins at the Oaks Development	Clerk to contact Allison Homes	
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	

20) To receive updates on playground

1. Weekly/monthly inspections – received.
   The clerk thanked David Miller for repairing the gate and Matthew Riches for organising the mole catcher.
2. Playground equipment – Clerk to present the preferred Council design in April **SNP**

21) Items for the next Agenda (not for discussion)

a. Consider the councils response to the Devolution consultation.
b. Presentation of preferred Parish Council playground design
c. To consider and agree the final arrangements for the VEDay80 celebrations

22) The date of the next meeting was **agreed** as Thursday 3rd April 2025 at 7pm

The meeting closed at 21:31pm