



You are summoned to attend the Rackheath Community Council Meeting on Tuesday 22nd October 2024 to be held at The Pavilion, Green Lane West, Rackheath NR13 6LT at 7pm

MEETING AGENDA

Aileen Beck
Rackheath Community Clerk
16th October 2024

- 1. To consider any apologies for absence**
- 2. To receive declarations of interest and consider dispensations for items on the agenda**
- 3. To adjourn the meeting for public participation and receive reports from the District & County Councillors**
- 4. To agree and approve the minutes of the Rackheath Community Council meeting of 21st September 2024**
- 5. To receive the Clerk's report (to report progress on items not on the agenda from the last meeting) to include:**
 - a. Request to lower speed limit on Green Lane West
 - b. Parking on the industrial estate
 - c. Maintenance of the Jubilee Woodland belt
- 6. To discuss the following projects, including agreement to incur costs where necessary:**
 - a. Newman Road woods and the liberator strip
 - b. Jubilee Park
 - i. To receive updates on the installation of additional play equipment, cycle racks and to decide upon contractor to instruct to improve play surfaces (payable from s106 funds)
 - ii. To agree spend of £200 for removal of bench/foundations and minor repairs of £35 carried out under delegated powers
 - iii. To discuss spending of the £300 Clean Up and Bloom grant from Broadland District Council – with input from the Salhouse Tree Steward
 - iv. To discuss cost of fitting timers to the lighting columns (payable from s106 funds)
 - c. Stracey Park
 - i. To receive updates regarding installation of the play and gym equipment and to discuss opening to the public (funded by s106 contributions)
 - ii. To agree cost of clerk attending Play Area Inspection Course run by Community Action Norfolk
 - d. Christmas tree at Rackheath Holy Trinity Church
 - e. Finalisation of the Pride in Place project
 - f. Bus Shelter improvements/replacement using the Parish Partnership Scheme
- 7. Pavilion Matters**
 - a. To note the Fire Risk Assessment dated 20th September 2024, the comments made by APF Safety Services Ltd and the action taken by council staff
 - b. To receive an update of the new internal cleaning contract and to discuss the cost of maintenance for the outside of the Pavilion building
 - c. To consider request for additional signage to alleviate problems with sports and pavilion parking
- 8. Planning Matters**
 - a. To review and comment on Planning Applications:

- i. 2024/1953: amended plans for first floor extension above existing single storey rear extension, and two storey front extension at 10 Salhouse Road Rackheath NR13 6QH (approved 10th October)
 - ii. 2024/1632: amended plans for extension to existing bungalow to form first and second floor accommodation at Fourways 131 Green Lane West Rackheath NR13 6PH (decision due to be made 18th October)
 - iii. 2024/2709: removal of existing conservatory and erection of rear extension at 45 Green Lane East Rackheath NR13 6QL
 - iv. 20220663: Outline application for a mixed use residential led development with up to 3,850 dwellings (C3) at Land North of Green Lane West Rackheath NR13 6NZ – including feedback from recent meetings with consultants
 - v. FUL/2024/0025 / 2024/0025: full planning for the creation of a wastewater treatment works including associated engineering works and access at land to the northwest of Dobbs Beck accessed from North Walsham Road Beeston St Andrew
 - vi. 20221003: Reserved Matters Application for Details of Appearance, Layout, Landscaping, Scale and Access of 130 Residential Dwellings following Outline Planning Permission 20200202 at Land Off Green Lane East Little Plumstead
- b. To agree the revised Rackheath Neighbourhood Plan and Design Code in readiness for the consultation in November and agreeing the associated costs, including hire of the church

9. Accounts and Finance

- a. To note that the external auditor's report was received 29th September 2024 and that the Notice of Conclusion of Audit was duly posted on 30th September 2024
- b. To approve the payments for October 2024
- c. To note the receipts for September 2024
- d. To note the monthly bank reconciliation to 30th September 2024
- e. To note quarter 2 budgeting report & reserves balance
- f. To note quarter 2 payments over £500 report uploaded to website
- g. To receive initial information regarding the draft budget for 2025/26 and arrange working group meeting to discuss further
- h. To finalise the details of purchasing an additional defibrillator for Rackheath

10. Policies

- a. To agree to re-adopt the following policies: Equality Policy, Freedom of Information publication scheme, Grant Awards Policy, Safeguarding Policy and Clear Desk Policy
- b. To adopt the Asset Valuation Policy

11. To agree meeting dates for 2025

12. To receive correspondence and agree on response (if any)

Broadsheet edition 235 October 2024

Town and Parish Council forum 13th November 2024 – clerk attending

Winter Pressures Grant Broadland District Council

Broadland and South Norfolk Design Code consultation closes 5pm Monday 11th November 2024

Carbon Literacy training sessions for Town and Parish Councils and Community Groups in Broadland

The Council may RESOLVE that in accordance with the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded during consideration of the following items due to their confidential nature

13. To consider additional information relating to potential projects

14. Staffing

