

Minutes of the Meeting of the Kirby Cane & Ellingham Parish Council's Car Park Committee on Monday, 17th August 2020 at 3.00pm in the Memorial Hall, Kirby Cane

Present:

John Cook Richard Canham James Lally Julie Pickering
Michael Skipper Iain Wright

Three further members of the committee, the clerk to the council, Jane Love, and two members of the public.

1. To elect a chairman of the car park committee:

Cllr Michael Skipper was appointed chairman of the committee

2. To receive apologies for absence:

Apologies were received from Cllr Lodge and a trustee of the Ellingham United Charities.

3. To consider the committee's terms of reference:

The draft terms of reference were adopted by the committee. The membership of the committee was also agreed.

4. To consider the different plans for a car park:

After considerable discussion, the committee decided that option 2a) was the preferred layout for the car park, which should be taken forward for planning permission. Various discussions about detail, such as fencing/hedging, the type of surface to be used, were explored – the Happisburg car park, under the auspices of North Norfolk District Council (NNDC), was felt to be a good example to guide the project. The committee also discussed whether a pelican crossing might be needed.

The chairman would ask the local surveyor who had prepared the plans free of charge for a quote for fees for preparing the application.

5. To receive items for information:

The clerk reported on her research so far into funding possibilities – Community Action Norfolk had given helpful guidance, and emphasised that demonstrating community need was a key factor. It could also be possible to raise as much as £25k from the Norfolk County Council Parish Partnership scheme, which may pay for an element of the project. The clerk was asked to enquire of South Norfolk Council what funding might be possible from its various funds. No funding would be available from the landowner, and a market rent would be decided for the land, as it had been for the land that the parish council already rents for the playing field.

The committee would ask the parish council at its next meeting, on 21st September, for an initial sum of money to take the project to the planning application stage.

6. To receive items for the next agenda:

Responses from NNDC regarding specific details for the project; costs of surveyor/planning application.

7. Date of next meeting:

To be agreed – would be early evening in future.

Signed.....
Chairman

Dated.....