

Necton Parish Council



Minutes of Council Meeting held Monday, 02 March 7.30pm in the Necton Rural Community Centre

Parish Councillors present: Frank Woodward (Chair), Louise Willis, Denise Axham, Jeanette Webb, David Matthews, Steve Cheshire, Ian Thompson.

Also in attendance: Gabrielle Joyce (Clerk), District Councillor Wilkin (Breckland) and 10 members of the public. PCSO Hazel Tampin.

1. Apologies for absence

1.1 Apologies for anticipated delay in arrival received from Cllr. Sisto. (travelling from an earlier meeting)

2. Declarations of interest

2.1 None

Meeting adjourned to allow PCSO Tampin to speak. A recent burglary in Necton bears same M.O. as others in neighbouring towns and villages. Houses of a certain age being targeted as their door locks are more vulnerable. Cllr Woodward raised concerns about the recent level of vandalism occurring in the village. Cllr Wilkin raised concerns about speeding along the A47 which continues to cause problems at the junction. Cllr Axham asked if public can be advised to keep their chain locked on their door.

Cllr Sisto arrived at 7.40pm.

Meeting resumed at 7.41pm.

3. To approve minutes

3.1 Minutes of Council meeting held on 02 February 2015 were confirmed as a correct record and signed by the Chair.

4. To report progress on items not on the agenda from last meeting

The Clerk provided a written report to Councillors prior to the meeting and summarised some key points.

4.1 Rural Housing Alliance's request for action on affordable rural housing. A working party (Cllrs Woodward & Sisto, Breckland Cllr Wilkin & clerk) met to discuss. The discussion widened to consider a more strategic approach to housing needs within the village. This matter can be better considered within the development of a Neighbourhood plan (on this month's agenda). Following this meeting, the Clerk spoke with James Heaton of Breckland Council Housing area officer who provided the following information: as of survey in 2013, there are 99 social properties in Necton, all owned by Flagship Housing. They are all 'general needs' properties and they comprise: 2 x 1 bed, 64 x 2 beds, 32 x 3 beds & 1 x 4 bed. They have a general shortage of affordable homes across the entire district and would welcome opportunities to add to stock.

4.2 Local Council Award Scheme. The Clerk has registered for this scheme and is awaiting further information from Norfolk ALC.

Public Participation Session

Special Inspector Banham reported the crime stats for February – 5 in total, a good decrease on last month's 13. Fuel thefts are still an issue in other parts of the county, so vigilance is recommended.

5. Finance

5.1 The list of accounts for payment was circulated prior to meeting. **It was resolved** to approve the following payments:

Payee	Reason for payment	Amount
NPTP	Clerk training – elections	30.00
K&M	Light maintenance	183.58
EON	Lights energy	310.94
NRCC	Room hire	22.00
G Joyce	February salary (includes extra January hours)	
L Luff	February salary	
HMRC	PAYE for February	126.53
J Webb	January travel expenses	21.60
G Joyce	January expenses (stationery & travel)	60.76
G Joyce	January expenses (stationery & travel)	9.21
	Total payments for March	£1,454.70

5.2 Clerk reported on the current financial statement; stating that the current account balance stands at £9,658.08 on 27 February 2015, with all payments cleared. Cash flow spreadsheet circulated prior to meeting to all members. Discussion ensued about the end of year figures and looking ahead to next year the budget is tight. The Council will be seeking competitive quotes for renewal of lighting maintenance.

5.3 To consider the proposals relating to Clerk's terms as outlined in appraisal report, circulated prior to meeting. Discussion ensued. Cllr Matthews asked for pension costings to be presented. Cllr Webb stated a working party would be required to work these out. Cllr Webb noted that the Clerk's original terms included a pay rise from £8.43 to £10.48 following completion of her CiLCA qualification. A change to this qualification structure as resulted in the Clerk's opportunity to study and qualify being delayed to almost 2 years from start of employment. It was **resolved** to increase the Clerk's hours from 10 to 16 hours per week, effective from 1st April 2015. It was also **resolved** to pay employees' salaries by regular standing order at a date close to the end of the month, to provide regularity of payment.

5.4 It was **resolved** to pay 29.5 extra hours worked by Clerk during February in March's salary.

5.5 Attendance of Clerk and Cllr Webb to SLCC regional Roadshow on 15 April was **agreed**.

6. Planning matters

6.1 Results of applications considered by Breckland Council

3PL/2015/0013/F North Pickenham Road, permission

3PL/2015/0032/F Brook Farm, permission

3PL/2013/0983/0 The Necton Diner, amended outline permission

3PL/2014/1280/F Land adjacent Landsdowne, refusal

6.2 New applications (comments sent to Breckland Council)

3PL/2015/0159/F domestic extension. No objections.

6.3 Ref: old school planning application for new houses. The Council received a response from Brown & Co representing the School Estate in reply to their request for support towards the disruption (letter read out). The Council also received a reply from Breckland Council stating that a highways criterion intends to be "the retention of the yellow school entrance markings on the highway to ensure that care is given by traffic users in the vicinity of the site entrance."

The Council **resolved** to respond to Brown & Co with the following points: could the charity provide a contribution to the school parking issues concerning the school management, clarify the future status of the swimming pool, which is currently available for public hire.

6.4. Cllr Axham raised concern that the Necton Diner building is falling down and there is a concern about asbestos. This point was noted by Cllr Wilkin.

7. To consider producing a Necton Neighbourhood Plan

7.1 Discussion ensued, the concept has merit for the village and there was much support, but the cost is a concern. Cllr Woodward and the Clerk are attending a day-long training (free) on 27 March on this topic and will report further. Given the costs involved, the Council **deferred** further decisions until after the elections.

8. To consider a proposal for the Council to become managing trustee of the NRCC

8.1 Following the NRCC extraordinary public meeting on 23 February, they are no further forward on new trustees in time for their AGM on 16 March. The following proposal was presented to Parish Council for consideration: That the Parish Council be appointed sole trustee (governance and management) of the charity. They will provide operational management, which will be charged as a running cost to the charity. This would be initially for a period (length to be decided), with the aspiration that a committee of non-council trustees could be found later.

On the back of this proposal, the Parish Council would establish a council office & regular presence within the building. This would benefit both parties and provide opportunities for other agencies/organisations to utilise the building. Costings for setting up the office (BT/Broadband, office equipment, signage, etc) have not yet been calculated and the responsibility for costs would need to be discussed. The Clerk is currently investigating the process entailed to do this should the proposal be agreed by Council and accepted by NRCC.

Discussion ensued. The Council have **instructed** that due diligence be undertaken prior to decision. There will be a cost to this work. The item will carry forward to the next agenda.

9. To adopt new policies

9.1 Health & Safety policy (circulated prior to meeting) It was **resolved** to adopt this policy.

10. To consider offering the small parcel of parish land adjacent to A47 to Highways Agency for the benefit of junction improvement.

10.1 Cllr Sisto put forward a proposal that the village garden at the junction be offered to help with the development of a slipway for left-turning traffic at the junction. It was **resolved** to offer this at the cost price.

11. Chair's report

Cllr Woodward reported that 5 welcome packs were distributed since last meeting.

The Icen community centre is expanding their Friday lunches to lunches also on the 1st Sunday of the month.

A resident of Chantry Lane has expressed concern about the proposed drainage modifications to the development on the corner of Chantry Lane and Hale Road. This matter has already been raised with Breckland Planning, but they advise that it is a matter between Anglian Water and the developer. This matter has also been raised with Cllr Kiddle-Morris who is involved in discussions with AW about the proposed improvements to this section of the drainage network. The matter continues to be progressed by the Parish Council.

Thank you to Mr Luff who cleaned the bus shelter on the A47 Kings Lynn side.

12. To receive updates from individual Council Members (for information only)

- Cllr Sisto reported that the AED has arrived and the box has already been installed on the wall of the NRCC. Publicity will be arranged for this. Thank you to Mr Woodbine (Woody) for his work on installing free of charge. There are continuing complaints of dog poo on School Road and a number of complaints received regarding the grass verges outside the school being damaged by parking traffic.
- Cllr Axham would like it noted to public that dog poo is a threat to health (blindness). Mrs Axham will be attending the SNAP meeting on 17 March and welcomes any points to bring to it.
- Cllr Webb reported on the recent allotment fundraising meeting. The allotment society were awarded £920 grant from the Breckland Participatory Grant to add improvements to the allotments. They are looking to re-introduce the annual Horticultural Show for the village.
- Cllr Matthews reported on various activities he was involved with in his role as a Norfolk ALC committee member.

13. Next meeting

The date and time of next meeting of the Council is Monday, 13 April, 7.30pm (second Monday because of Easter Holiday)

The Chairman thanked the public for attending and closed the meeting at 9.25pm.

Minutes signed by Chair (or designate) _____ on _____