

# Necton Parish Council



## Minutes of Council Meeting held Monday, 03 August 7.30pm in the Necton Rural Community Centre

**Parish Councillors present:** Jeanette Webb, Frank Woodward, , Denise Axham, Joe Sisto, David Matthews, Ian Thompson

**Also in attendance:** Gabrielle Joyce (Clerk), Cllr Wilkin, Breckland Council, Cllr Kiddle-Morris, Norfolk County Council and 11 members of the public

### 1. Apologies for absence

Received from Cllr Carter.

### 2. Declarations of interest

No declarations of interest were noted.

### 3. To approve minutes of Council meeting

Minutes of Council meeting held on 06 July 2015 were confirmed as a correct record and duly signed by the Chairman.

### 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.

**Trod** – Norfolk County Council have acknowledged receipt of the Parish Council's funding towards the Trod. They have confirmed that ongoing maintenance of the Trod will rest with NCC as part of their verge management. They will contact shortly to confirm project commencement.

**School parking** – The Parish Council have asked NCC Highways to consider removing the erroneous lines outside the old school. The letter also asks for NCC views on other initiatives to help lessen the congestion at school times.

**Dog walk survey** – A survey form has been produced and circulated for comment at the meeting.

**New Parish Office** – The new office held an open day on Saturday 1 August. BT was scheduled to install a phone line on the 30<sup>th</sup> with infinity broadband on the 31<sup>st</sup> July. Unfortunately, they encountered problems and the revised installation date is to be arranged. Over the next couple of months, the office opening hours will vary depending on demand and capacity. The intention is that eventually the Parish Office will be the main workplace for the Clerk.

### Meeting adjourned for Public Participation Session

- Janet Manley raised a question about the access to the Sports & Social Club for emergency vehicles. Cllr Matthews will assess this matter.
- Derick Woodbine stated that some of the money raised at the recent Summer Fayre will be used to purchase a set of nets for the small goal posts and a new net for the basketball court.
- A resident reported that a local farm are considering diversifying into Clay shooting. On 11/12 July and again on 17/18 July there was shooting all day long on both occasions. Cllr Kiddle-Morris advised that planning permission is not required for 28 single events a year and this is causing other villages some concern too. Cllr Wilkin advised that there may be a noise pollution issue and as such reportable to

Breckland Council. The resident was advised to keep monitoring to support a report.

- Mr Kiddle-Morris, County Councillor, provided the following report:
  - Congratulations on the Council's new Parish Office and he would be happy to do a joint surgery with Cllr Wilkin on a monthly or bimonthly basis.
  - There were 2 by-elections on 16 July and another one is scheduled in the near future.
  - With the present Cities and Local Government Devolution Bill under parliament consideration at the moment, there is discussion at NCC about different structure systems, such as unitary council and shared management across councils in efforts to reduce costs further.
- Cllr Wilkin confirmed his desire to share a surgery with Cllr Kiddle-Morris at the new Parish Office.

There being no further questions from the public, Cllr Kiddle-Morris left to attend another parish council meeting.

Meeting resumed.

## 5. Finance

### 5.1 To agree payments of invoices received during July.

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

Payee	Reason	Chq no	Amount
Norfolk County Council	Parish contribution to Trod along Hale Road  Agreed July PC meeting, minute no: 2015/3/3 item 5.6	102496  Sent 15 June	7,171.87
Breckland Council	Uncontested election fees	102497	75.00
NRCC	Room hire July	102498	22.00
Eon	Electricity charges June	102499	358.66
HMRC	PAYE/NI	102500	180.84
G Joyce	Jul Sal	102501	
L Luff	Jul Sal	102502	
G Joyce	Expenses	102503	65.00
J Webb	Expenses	102504	43.29

### 5.2 To receive the current financial statement and progress against budget.

The RFO reported the current financial statement – no receipts for June; payments for June as above and the current account balance £15,558.15. A budget flowchart was circulated to members. The RFO noted that the new BT line for the office accounts for the overspend; however, there is enough in the collective administration budget lines to support this overspend.

It was noted that the spending on street lighting is extremely high and the Council are considering ways to reduce this. The Clerk is researching how other parish councils are dealing with their lighting stock. Cllr Matthews stated that he is also looking at funding opportunities for our refurbishment of the remaining 104 lights.

### 5.3 To agree payment of deposit to Highways England in respect of the bus shelter survey work.

A deposit payment of £2,500 to Highways England is required to enable further preparatory work to be carried out to support cost estimates for the entire project of installation of two new bus shelters on the A47. Following the last PC meeting, the Clerk has begun the application process to NCC for match funding. Until

Highways England carry out this further work, there is not a clear understanding of all the costs involved, which hinders progress with funding applications.

The Council **resolved** to pay this deposit in order to get the project underway.

#### **5.4 To consider request from Necton Little Oaks pre-school.**

Little Oaks have £97 left over from the PC grant awarded earlier this year and they would like permission to use it to fund new painting aprons for the children. They provided details of these aprons in their letter.

The Council **resolved** to grant this request.

### **6. Planning matters**

#### **6.1 Results of applications considered by Breckland Council**

3PL/2015/0588/F 4 new dwellings on 2 Tuns Road.

3PL/2015/0588F 15 Elizabeth Drive, domestic extension.

Cllr Matthews raised the matter of restrictive covenants on Necton Management developments (such as Elizabeth Drive) and asked that future applications consider such covenants. Cllr Matthews asked that this matter be put on the agenda for 5 October meeting.

#### **6.2 New applications (comments sent to Breckland Council)**

3PL/2015/0781/F – 16 Chantry Lane, demolition of existing garage and replacement with new double garage.

The Parish Council expressed no concerns about this application, nor did they receive any representation from members of the public.

#### **6.3 To receive an update on the Breckland Local Plan.**

The most recent meeting of the Breckland Local Plan working group was the 28 July 2015 and the minutes are yet to be posted on their website. A spatial portrait for Breckland was presented at that meeting and a copy has been circulated to PC members for information. Documents and minutes of this working group are available for public viewing on Breckland Council's website (under council and democracy).

### **7. To receive update on progress towards trusteeship of the NRCC**

A resolution was passed at the recent NRCC committee meeting enabling the PC to take on sole trusteeship at the end of September. Work is also in hand on the handover of duties from the existing committee to the Parish Clerk, who will be responsible for the administration of the charity once under the trusteeship of the Parish Council.

Cllr Webb has now taken over from Cllr Thompson as the Council representative on the present NRCC.

### **8. To receive updates from individual Council Members (for information only)**

- Cllr Webb presented the dog walk survey for comments and invited volunteers to carry out the survey at the dog walk site. It **was agreed** to do survey stints during the week commencing 14 September.
- Cllr Sisto commented on the poor state of the grass around the small goal posts. This will be addressed once the Council assume responsibility for the centre and play area.
- Cllr Woodward reported that one welcome pack was delivered to a new resident during the month.
- Cllr Axham reported on the recent SNAP meeting, where she raised the matter of illegal car parking in Chantry Court. The police have written to the owner of the vehicles and the matter has been reported to the DVLA. It will continue to be monitored. Cllr Thompson asked if this matter could be raised with the Police Commissioner. Cllr Matthews suggested that the Commissioner or his deputy could be invited to attend a meeting to address this and other police related matters. The Council **agreed** both of these suggestions.
- Cllr Matthews reported on Norfolk ALC matters.
- Cllr Sisto raised the ongoing matter of parking at the entrance to School Road and asked if anything can be done to alleviate this. Often cars are parked less than 15 yards away from the junction which contravenes the highway code.

**9. To receive correspondence**

As listed on the Clerk's report.

**10. To receive items for inclusion on the next agenda.**

The following items will be added to September's agenda: none noted.

**11. Next meeting**

The date and time of next meeting of the Council is Monday, 7 September 2015, 7.30pm.

Meeting closed at 9.00 pm.

Minutes signed by Chair (or designate) \_\_\_\_\_ on \_\_\_\_\_