

Necton Parish Council



Minutes of Council Meeting held Monday, 1 February 7.30pm in the Necton Rural Community Centre

Parish Councillors present:

Denise Axham
Joe Sisto
Steve Cheshire
Ian Thompson

Also in attendance:

Gabrielle Joyce (Clerk)
Cllr Nigel Wilkin, District Councillor
5 members of the public

1. To appoint a Chairperson to chair this meeting only.

Cllr Cheshire opened the meeting and offered his nomination to chair, seconded by Cllr Thompson and agreed by all.

2. To approve apologies for absence

Apologies received and accepted from Cllr Matthews (work) and Cllr Woodward (personal). Apologies were also received from Cllr Kiddle-Morris, however he provided a report.

3. To agree the co-option of Mrs Christine Tilbury as a Parish Councillor

The co-option of Mrs Tilbury was proposed by Cllr Thompson and seconded by Cllr Sisto. The Chairman invited Mrs Tilbury to the meeting table, where she signed a Declaration of Acceptance of Office, received a copy of the Council's Code of Conduct and provided a completed Declaration of Interest form.

4. Declarations of interest

No declarations of pecuniary interest were noted.

5. To approve minutes of Council meeting

Minutes of Council meeting held on 04 January 2016 were confirmed as a correct record and duly signed by the Chairman.

6. 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.

- River Wissey did flood days after the last meeting and it was reported to the Environment Agency and NCC. It is still unclear who has direct responsibility. Cllr Kiddle-Morris also followed up with both agencies and advised that the Environment Agency had attended and are considering undertaking a full survey of the river.
- Update on St Andrew's Lane strip of land used for resident parking: Clerk received tele-call from Breckland Land Management Officer, Kirsty Mallett who is currently researching options to present to their Capital Asset Management Working Group at end of Jan.
- Highway Rangers are due to the village in the week commencing 15 Feb. Potholes have been identified again. The Clerk received an email on 25 Jan stating that NCC has programmed potholes on Mill St, Ivy Todd and St Andrew's Road. North Pickenham Rd has been done.
- Potholes along Hale Road between Holme Hale and Necton have also been reported to NCC Highways. They advised the Clerk by email on 26 Jan that the section of road between Ramm's Lane and the Parish boundary has been programmed for patching. The section from there to Holme Hale is inspected by the West Area Office.
- Damaged footpath on Chantry Lane: A resident brought this matter to the Clerk's attention. It was reported with photo to Richard Fletcher (NCC Highways). The matter is being attended to this week.
- Water flooding into play area and basketball court: This matter was reported with photos to Richard Fletcher also. He arranged for the area to be cleared by their contractor. A longer-term solution has been drawn up and awaits consideration for inclusion into a future budget by NCC.

Meeting adjourned for Public Participation Session at 7.40 pm

- Mr Banham advised that there is overhanging foliage on Hale Road at the junction of Mill Street, which may be causing traffic concerns. The Clerk will investigate.
- A resident advised that the water drain outside 37 Ketts Hill appears blocked. The Clerk will investigate.
- Mr Banham also advised that the ditches along Dunham Road continue to flood. The Clerk will report.

Report from Cllr Kiddle-Morris provided to the Clerk ahead of this meeting

- The NCC Budget 2016/17 is considering an increase on Council Tax by 3.99%, to support continuation of essential community services. The final decision will be on 22 February 2016.

Public session closed 7.48 pm

7. Finance**7.1 To agree payments of invoices received during January**

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

| Payee | Reason | Chq no | Amount | VAT portion |
|--------------|---|----------------|---------------|--------------------|
| G Joyce | January Salary | standing order | | |
| L Luff | January Salary | 102550 | | |
| G Joyce | Jan expenses | 102551 | 132.60 | 12.06 |
| Eon | December electricity for street lights | 102552 | 370.60 | 61.77 |
| TT Jones | December maintenance | 102553 | 150.64 | 25.11 |
| NRCC | Hall hire for January | 102554 | 23.00 | |
| Void cheque | xxx | 102555 | 0.00 | |
| Suffolk ALC | Balance of fees for Local Council Award | 102556 | 60.00 | 10.00 |
| BT phone | Office phone rental & calls package | direct debit | 27.60 | 4.60 |

* VAT will be reclaimed at the end of March 2016.

7.2 To receive the current financial statement and progress against budget

The RFO reported the current financial statement – Receipts for January: £23,055.31 (grant funding from S106 Mill Street for play area resurfacing project). Payments for January - £1,915.01 (as on chq list). Current account balance is £5,205.10.

7.3 To consider request from NRCC to purchase a mechanical floor cleaner for the centre

It was agreed that there is currently no unallocated funds to support this request at present. It was **agreed** to defer this to the next meeting.

7.4 To consider a request for the purchase of a new bin for the shop area

The Council have received a request for a new bin to be located outside the refurbished shop. Since their

request, a new bin has been provided, replacing the previous Parish Council bin. Following discussion, it was **agreed** that the existing facilities are adequate for the area.

7.5 To agree spend against training budget for new councillor and clerk.

It was **agreed** to fund the following training, New councillor training course, Wednesdays 16 & 23 March, Swaffham Community Centre (7-9 pm) £45 and "Consulting your community in interesting ways", 22 March in Weston Longville, £40

8. Planning matters

8.1 Results of applications considered by Breckland Council

3PL/2015/1438/F – 52 Chantry Lane

3PL/2015/1185/F – land adjacent Oakwood Lodge

8.2 New applications (comments sent to Breckland Council)

3PL/2015/1442/D – 9 dwellings on Old Garden Centre site. Cllr Wilkin's comments on this application were invited. He advised that in his capacity as Chairman of Breckland Planning Committee, he has charged the officers to re-negotiate the build and design plans with the developer to provide a higher specification. Members welcomed and supported Cllr Wilkin's comments regarding the need for the location of this site as the "gateway" to the village to be considered within the design and quality of build. This view will be submitted to Breckland Council.

8.3 To consider the Parish Council's response to the Local Plan consultation

Cllr Wilkin was invited to comment on this item. He considers that the parcel of land reference LP(067)004 would be better allocated for community provision rather than residential development. Bounded on three sides by church, school and community playing field, it is ideally located for a school car park or cemetery extension. Cllr Sisto stated that this is also a known flood area, which affects him directly across the road from this site. He was surprised to see this land listed on the emerging site options. Cllr Thompson stated that the car parking issues are already a significant concern on this road. Members **agreed** to register their disagreement with this site for the above reasons.

Cllr Thompson stated that 98 houses extending Brackenwoods, LB(067)005, is a major development which the current facilities and infrastructure could not cope with. Cllr Cheshire acknowledged that the site is adjacent to the settlement boundary and a natural extension of Brackenwoods. Cllr Axham noted that the village drainage systems are already insufficient for existing properties, let alone another 98 properties. Members **agreed** to register the following points about this site:

- The scale of this development is concerning.
- Members would want to see a mixed selection of property types, recognising that the majority of properties on Brackenwoods are bungalows.
- Any development would need to preserve rural nature of Ramm's Lane, maintaining this area as a facility for residents to continue to enjoy.
- Access to this site is through narrow, congested roads and there is no direct route to Hale Road. Improvements in such infrastructure must be incorporated in any scheme.
- Note must be taken of the already inadequate drainage systems and appropriate improvements incorporated into any proposal.

9. To adopt updated policy documents

The Clerk advised that this matter is ongoing and with all but one policy returned by members, the task rests with her to conclude format and present for adoption. The matter carries forward.

10. To consider a revised Risk Management Scheme

This document has been compiled and presented by the Clerk to supplement the existing financial & governance risk management documents, providing a clear risk review schedule. There was a discussion on the requirements for inspection of assets and acknowledged that the Village Caretaker carries out regular inspection of street furniture during his working week. Any defects are notified to the Clerk. Such notifications will be recorded. The document was accepted by members.

Cllr Wilkin left the meeting at 21.05 pm.

11. To establish a working group to review and update the Council's Business Plan

Cllrs. Thompson, Cheshire and Axham agreed to form this working group. The group will also include Cllr Matthews and the Clerk. Meeting date to be arranged.

12. To receive updates from individual council members

- Cllr Axham reported that she and Cllr Matthews attended the SNAP meeting, however, it was adjourned due to lack of access to venue.

13. To receive update from Necton Allotment Society

The Clerk advised that the allotment committee now have a solution with approximate costings for the entrance and parking facilities at the site. They will prepare a strip approx. 5 metres by 20 metres, lay a membrane and then pack road plainings to provide a secure surface for driving over. Parking spaces will be allocated on the grass at the top of the open space where it is hoped will be more resilient. They would appreciate a financial contribution of 50% from the Parish Council towards this project.

It was **agreed** to consider this request once final costings and proposal are presented.

14. To receive items for inclusion on the next agenda

Kett's Hill pedestrian facility.

15. Next meeting

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

16. To pass a resolution (under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public and press for a confidential item.

Resolution agreed.

17. To consider tenders received for lighting upgrade phase 2.

The updated information received from both suppliers was discussed. It was **resolved** to commission supplier 2. It was also **resolved** to proceed with option 2 and include sleeves, steel column painting and door panels as advised by supplier 2.

Meeting closed at 21.25 pm.

Minutes signed by Chair (or designate) _____ on _____