

Necton Parish Council

Minutes No: 2016/10/1

Minutes of Council Meeting held Monday, 06 February 2017 7.30 pm in the Necton Rural
Community Centre



Parish Councillors (6) present:

David Matthews (Chairman), Frank Woodward (Vice-Chairman),
Joe Sisto, Phil Hayton, Denise Axham, Jean Bass.

Also in attendance:

Gabrielle Joyce (Clerk)
15 members of the public
Cllr Mark Kiddle-Morris (Norfolk County Council)

1. To receive and approve apologies for absence

Received from Cllr Wilkin (Breckland Council) & Cllr Thompson (family related commitment).

2. To receive any declarations of interest from Members & consider requests for dispensation

None.

3. To approve minutes of Council meetings held on 09 January 2017

The minutes were **agreed** by all and signed by the Chairman as a true record.

4. Matters arising

4.1 progress on matters arising from last minutes

Query regarding installation of drop-kerb: on the end of the footpath by Elizabeth Drive to facilitate wheelchair access to the trod on opposite side of road. The Clerk investigated this with NCC Highways, who agreed it would be beneficial, however, they cannot schedule further improvement tasks to their construction programme for this year, due to capacity limit on resource.

Query regarding footpath damage on Chantry Lane opposite Town Farm: This was brought to the attention of the owner of Town Farm, who provided a response that will be communicated directly to the resident.

Whole council training: delegates from Holme Hale, Saham Toney and Shipdham attended, providing an opportunity to recharge a total of £183 to offset some of the cost.

4.2 Clerk's report

A47 left filter lane: a telephone conversation with Jon Winnett on 13 December, confirmed that this scheme would be promoted for completion during early part of 2017/18.

A47 Bus shelter installation: Westbound is complete. The developer will now erect his fence line around the concrete pad and will prepare legal papers to transfer ownership of this land to NPC. Eastbound: we are awaiting permission from Highways England (Amey) to proceed with alternative soil retaining measure. We are also waiting for an update on progress with their footpath improvement.

Damage to play area caused by ongoing drainage system: NCC Highways undertook a survey on 16 January and confirmed "*this is an issue of capacity along with the likelihood that the existing features are no longer soaking. The next stage will be to undertake a site investigation of the proposed areas for new features to ensure the subsoil is suitable for a soakaway feature. If the sites prove to be made up of a permeable material, the plan is to add 3 additional soakaway features in the carpark (between trees) with a pair of gullies for each placed in the carriageway.*"

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Retirement of Bernard Bell as volunteer at the NRCC: ongoing health and other matters have forced Bernard to retire from volunteer work at the NRCC. At the moment, we have Colin and Christine who are happy to support bingo tidy up on Sunday mornings, but we urgently need a few more people to help routinely on this. Members acknowledged the considerable commitment from Mr Bell over many years to the smooth running of the community centre and playing fields.

New pedestrian crossing on Hale Road by shop: NCC Highways have raised the works instruction for this job (relocation of the bus boarding point in front of the BT chamber and installation of a dropped crossing DDA compliant with tactile slabs). The work is expected to take 3 days under traffic management and it will be allocated to the first available resource (work team) before the end of March.

Vattenfall/Vanguard update: The Council received an introductory email from new local liaison officer, Susan Falch-Lovesey. She advises that Vattenfall are keen to engage young people in their consultations as this is a long-term project providing opportunities.

A47 infrastructure improvement meeting with George Freeman, MP

Further to the meeting held with Mr George Freeman on 13 January, his office has confirmed that contact has been made with Mr Jim O'Sullivan, Highways England to arrange a site visit at the A47. Dates yet to be arranged.

5. Reports from:

5.1 Norfolk County Council, Cllr Mark Kiddle-Morris:

- The A47 slip road works have been included in the budget for 2017/18.
- School capacity; following on a query raised by the Parish Council, Cllr Kiddle-Morris reported findings from a conversation with NCC officers. Whilst the school is now full, it has up to recently had capacity for at least 20 children from the catchment area. The school is currently a one form school and whilst there is scope to extend to a two form school, it is not understood if there is sufficient need for such capacity. The option of a one and half form school is not recommended by educational authorities.
- The NCC budget will be decided on the 20 February. There is a lot of pressure on the budget; the current monies coming in from central government will be reduced to zero by 2020; there is a budget overspend of £21m particularly within adult social care budget. To address this, the proposed council tax increase is 1.8% plus 3% for adult social care, a total of 4.8%, which is approximately an extra £1.10 a week on a band D property.

5.2 Breckland Council, Cllr Nigel Wilkin:

None.

Public Participation Session opened at 7.54 pm

- There was a general discussion about the A47 junction, the forthcoming slip road, prospective roundabout and its design. The Chairman clarified that at this stage discussions are focusing on getting a conversation started with Highways England, details such as design will follow once agreement to build is in place.
- A resident reported a vehicle parked on Kett's Hill, which appears to be abandoned. The car registration AO03 NED was provided. This will be investigated and reported to relevant authorities.

Session closed at 8.03 pm

Cllr Kiddle-Morris left the meeting at 7.56 pm.

6. Planning Matters

6.1 To receive results of outstanding applications (from Breckland Council)

3PL/2016/1305/O, Old school playing field, refused on grounds of overdevelopment.

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6.2 To receive new planning applications relevant to the village and make comment

3PL/2016/1366, installation of mobile base station, 21M high at Hall Farm, Tun's Lane. Council were consulted on this proposal a few months back, prior to submission of application. No concerns were raised at that point. It was **resolved** to raise no objections to this application.

It was noted that a planning application for site on Hale Road was received by Parish Council on Thursday, 2 February 2017 for consideration. The Clerk has secured an extension to allow members to consider this application at their next meeting. It was **agreed** that a pre-meeting site meeting by members would be beneficial to this discussion.

6.3 To receive update on Local Plan

Cllr Matthews provide a brief summary of what was reported at Parish Council meeting 9 January. The (Breckland Council) Local Plan Working Group met on 3 February 2017 to consider and make recommendations on the next stages of the Local Plan. Cllrs Matthews & Hayton and the Clerk represented the Parish Council at this meeting. Cllr Matthews spoke to the panel, clarifying that the view of Necton is that no development is acceptable on sites alongside Ramm's Lane. A written report presented to the Working Group explained the Council's preferred position in terms of site and housing allocation. (A copy of this report is available on the Parish Council's website)

The LPWG recommended that officers continue to work with this Parish Council in the preparation of the Necton element of the Local Plan. Cllr Wilkin attended this meeting and voiced his support of the Parish's presentation.

6.4 To propose new street names for the Old Garden Centre and other future sites

Minutes of the (Breckland Council) Overview & Scrutiny Commission, 24 Nov 2016, suggest that Parish Councils should submit early notification of suggested street names so that they can be included in discussions. It was previously suggested by this Council that Peter Treasure be remembered in a street name. Cllr Matthews proposed that Bernard Bell also be considered a candidate for a future street name. It was **resolved** to submit both of these names to Breckland Council.

6.5 To consider the notice to 'stop up' a section of highway, north of St Andrew's Lane

This refers to the need to regularise a situation that had evolved during the time when the site was in previous ownership. During the planning application process, it was identified that a section of land within the site fencing was actually owned by NCC Highways, hence rectification by way of this stopping up notice. This has no adverse impact on the community; rather it will facilitate an improvement of the junction. This may result in short term road restrictions whilst works are undertaken.

7. Footpath working group

Cllr Hayton reported that group will concentrate initially on three routes from Helen's list. It will require detailed researching at the Norfolk Record Office and an appointment has been booked for 20 February.

8. SAM 2 – to receive a report

Cllr Hayton reported on the last group meeting, where 2 locations were suggested (both ends of Hale Road). Cllr Sisto suggested School Road. Cllr Matthews would like to receive suggestions for another 2 locations allowing for good rotation around the village. Some more volunteers to help co-ordinate this would be very welcome.

9. A footpath on Kett's Hill – to receive an update

Cllr Bass reported that verges are being used for car-parking, which is pushing walkers onto the road. There was discussion on the type of footpath; a trod is less expensive and in keeping with rural landscape, however a standard footpath would deter parking. The Clerk explained that funding for any path will need consideration and is unlikely to be forthcoming from NCC Highways.

It was acknowledged that the Council received correspondence from a resident of Kett's Hill, who questioned the need for a path, suggesting that speed control would be a more suitable alternative. Cllr Bass did state that her research showed that there were a sizable number of children walking to/from school and school buses.

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Cllr Bass will research verge ownership as it was thought that some may belong to Breckland Council rather than Norfolk County Council.

10. Necton Festival 2017 – to receive an update

An event notification has been submitted to Breckland Council along with a risk assessment document. At the last NRCC committee meeting, it was agreed not to have overnight camping at this event, suggesting instead that camping could be provided by other providers in the village. The next group meeting is 13 February.

11. Community Centre car park – to receive an update

Path to school: Cllr Bass reported on a meeting she had with Head-teacher, Mrs Williams on 27 January, to discuss further the proposal to install a footpath from the car park to the school. Mrs Williams was very excited about the project and hoped it would go some way to alleviate the parking issues outside the school. It was noted that the future of the current pedestrian crossing control is in doubt as NCC are making cutbacks to this service across the county and Necton was identified as an area which could finish in March 2017. Cllr Sisto urged that Mrs Williams campaign to keep this service.

Car-park upgrade: Cllr Hayton reported that Howard Cardus has volunteered his services to produce site drawings and works plan. Cllr Hayton has purchased the relevant OS tiles to facilitate this. The Clerk has received some indicative costings, which help to assess the budget requirement.

The Clerk asked for a short adjournment at 8.36 pm.

Cllr Peter Williamson, President of Norfolk Association of Local Councils entered the hall. He presented a certificate to the Parish Council in recognition of the achievement of Local Council Quality Status, an industry kite-mark identifying a professional standard attained by the Council.

Cllr Matthews thanked Cllr Williamson for the surprise interruption to proceedings and accepted the Certificate on behalf of the Council. A special note of thanks was made to the Clerk, who managed the application process.

The meeting resumed at 8.40 pm.

12. NRCC

12.1 To note receipt of legacy

The NRCC received a legacy of £1,000 from the estate of Mr Peter Treasure. There are no restrictions on its use; however, it was agreed to identify an appropriate project that would acknowledge this kind act.

12.2 To note the change of year end from 31 December to 31 March

At the last NRCC committee meeting, it was agreed to change the year end date to bring it into line with the financial year. The Clerk has updated the Charity Commission records and completed the instruction. The year end is confirmed at 31 March.

12.3 To agree a revised AGM date

In light of item 12.2 above, a new AGM date is required. It was agreed that it be the 22 May 2017, which coincides with a regular NRCC committee meeting.

13. Finance

13.1 To agree payments of invoices received during January

The following payments were agreed. The total payment being £2,655.72.

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Payee	Reason	Cheque/ payment	Value	VAT element
G Joyce	Jan Salary	Direct debit on 24 Jan		
BT	Phone line rental for Jan	Direct debit on 23 Jan	31.08	5.18
L Luff	Jan Salary	102657		
HMRC	Dec Tax & NI	102658	278.85	
G Joyce	Repayment of purchase of new countertop oven	102659	359.99	60.00
G Joyce	Sundries for training & stationery	102660	73.08	11.85
Eon	December energy for streetlights	102661	332.02	55.34
TT Jones	December street light maintenance	102662	152.81	25.47

VAT will be reclaimed by year end.

13.2 To receive current financial statement and progress against budget

Receipts in January:

05-01-2017	228.00	admin fee from NRCC
10-01-2017	300.00	NCF - Lord Baker Fund (countertop oven)

Current actual income yr. to date: £92,494.70. Actual outgoings yr. to date: £87,359.72 (includes above expenditure). A reconciled bank statement and budget check were circulated to members. There were no questions raised.

13.3 To agree donation of grant-funded new oven to NRCC

Following a successful application to the Lord Baker Fund (Norfolk Community Foundation) the Parish Council received funds to purchase a new counter-top oven for use by the Lunch Club. This asset is located in the community centre kitchen and the Clerk proposes that it is donated to the NRCC for their use and ongoing management. This will enable other groups to utilise as part of the community centre facilities. It was **resolved** to gift this item to the NRCC.

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

- Cllr Bass reported on the recent Police Liaison Meeting she and Cllr Axham attended in Watton. There are a number of new initiatives being rolled out in Breckland; personal cameras for all officers, automatic number plate recognition, quad bikes for better access, a positive notice system with young people. It was noted that Breckland is a safe area, however vigilance is still required and the Police would like to re-launch the Neighbourhood Watch Scheme. Monitoring of mobile phone use whilst driving will be increased. There will be another meeting in about 6 months' time.
- Cllr Sisto reported on the recent SNAP meeting he attended in Swaffham. No crimes identified in Necton. He raised concerns about the old diner site and the alleged drug-related activity there. Evidence is needed on this query. There is a noted increase in cannabis related issues – particularly in Swaffham.
- Cllr Sisto reported the presence of a significant pothole on School Road opposite the old post office. He also noted that the drain chamber on the A47 by the junction is dropping and needs repair.
- Cllr Woodward reported there were now more holes on North Pickenham Road than on a golf course. 6 welcome packs were delivered during January.
- Cllr Matthews also reported significant potholes from Ivy Todd towards West End.

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- Cllr Matthews also again thanked both the Councillors and Clerk for their efforts in securing quality status.

15. To receive any items for inclusion on the next agenda (for information only)

Internal audit.

16. To confirm date and time of the next Parish Council Meeting Monday, 06 March 2017, 7.30 pm.

Confirmed.

Meeting closed at 9.02 pm

Minutes signed by Chair (or designate) _____ on _____