

Necton Parish Council

Minutes No: 2016/9/1

Minutes of Council Meeting held Monday, 09 January 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)
11 members of the public
Cllr Nigel Wilkin (Breckland Council)

1. To receive and approve apologies for absence

Received from Cllr Kiddle-Morris (Norfolk County Council) & Cllr Thompson (work commitment).

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

None.

3. To approve minutes of Council meetings held on 05 December 2016

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

Item 13.3: applications for Parish Partnership 2017/18 were submitted to and acknowledged by NCC on 16 December 2016.

Item 13.5: Form B, confirming the Council's request for precept of £57,000 was submitted to and acknowledged by Breckland Council on 3 January 2017.

4.2 Clerk's report

- **A47 left filter lane:** a telephone conversation with Jon Winnett, NCC Highways Engineer, on 13 December, confirmed that this scheme would be promoted for completion during early part of 2017/18. NCC will need to consult with Highways England on scheduling of this work.
- **A47 Bus shelter installation:** Westbound has been given the green light by Highways England via Amey. We are just waiting for the developer to complete the ground works (scheduled w/c 3 January 2017) so that the shelter can be installed. Eastbound: the S278 agreement template has been provided to start the administration process, no signatures or commitments until work has been agreed. A site meeting with Amey and our contractor is scheduled for 10 January to discuss options for the hardstanding.
- **North Pickenham Road Trod:** Completed during December/January and much positive feedback received from residents.

5. Reports from:

5.1 Norfolk County Council, Cllr Mark Kiddle-Morris:

No report.

5.2 Breckland Council, Cllr Nigel Wilkin:

Cllr Wilkin reiterated the significant news that Breckland has now in place a 5-year housing land supply.

Public Participation Session opened at 7.45 pm

- A resident asked what update was known about the old diner site. The Chairman advised that the site has been sold. Cllr Wilkin stated that Breckland Council are monitoring the progress of this sale and subsequent development of the site, to ensure that the site does not continue to remain as it is.
- A resident advised that the footpath gradient on a section of Hale Road is particularly dangerous to her as a wheelchair user. Cllr Hayton and Cllr Matthews committed to investigating this with the resident.
- Same resident identified that there is no drop-kerb on the end of footpath on North Pickenham Road to

Necton Parish Council

Minutes No: 2016/9/2

facilitate access to the start of the trod on the opposite side. The Chairman committed to investigating this.

- Same resident reported lorry damage on the Hale Road trod. The Clerk has reported this to NCC Highways.
- Cllr Wilkin asked resident for their comments on the trod as a wheelchair user. They said that it was on the whole a sound surface although only just wide enough.
- Cllr Wilkin, although at first sceptical about the trods, stated that they are a success and a valuable asset for the village.
- Mr Banham reported on the introduction of Operation Randall Rural Crime Task Force, for which he is responsible. Its remit is county wide and focusing on rural crime, such as oil theft and farm crime.
- A resident reported continuing problems with large trucks damaging the pavement at the corner opposite Town Farm entrance, due to the constricted access. The Chairman committed to investigating this.

Session closed at 8 pm

6. Planning Matters

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

3PL/2016/1351/HOU 18 Jubilee Way, extension – permission

3PL/2016/1292/HOU 8 Eastgate Park, extension – permission

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

3PL/2016/1305/O old school playing field, a new application for 8 dwellings. A previously approved application of 6 dwellings has now lapsed. Concerns were raised about this increase being an overdevelopment of the site. The proposed access to the site is immediately opposite the school gates and this will increase parking and traffic congestion. It was also noted that this site is close to a significant ditch that has flooding history. It was **resolved** to object to this application on these grounds.

6.3 To receive update on Local Plan

The Chairman & Clerk were invited to meet with officers to discuss site options in the light of recent comments received from statutory consultees at the last consultation. This meeting took place on 4 January and the key highlights are:

- Historic England has stated a case for conservation of heritage assets on Erne Farm (farmhouse and barns). This is a matter also being considered within the planning process on the current application for development.
- Environment Agency has stated a case for removal of Parish Council preferred site 07 on Hale Road on the grounds of significant flood risk (surface water & alluvial risk).
- Chairman & Clerk acknowledged these new findings and suggested that should there be a need to find alternative sites within the village, that site no 8, adjacent to old garden centre be considered.
- The protection of an historic asset would be beneficial for the village, but the risk of the site becoming derelict should be minimised. It was suggested that this site be retained in the local plan but with conditions for preserving the heritage assets.
- The Chairman reiterated that inclusion of sites 5 and 3 (behind Brackenwoods) would not be acceptable to the parish or residents.
- The allocation shortfall may already be covered in part by windfall development since the last site count and as the local plan is a district wide plan, shortfall may be accommodated in another area of the district.
- The outcomes of this meeting will be incorporated into an officer's report to Breckland Council for the next working group meeting – date to be published by Breckland Council.

6.4 To receive an update of developments regarding the Vattenfall Windfarm

- Letter from Vattenfall received by Parish Council on 12 December 2016 – a general statement concerning their first stage of public consultation in October and their intention to compile and produce an Interim Consultation Report. This will be sent to the Council in January and it will be available on their website.
- A provisional date of 24 March 2017 has been booked by Vattenfall's PR company for their next public consultation event in Necton. This event will be communicated directly to residents by Vattenfall.
- The Parish Council has received 4 informative emails from Necton-Sub-Station Action Messenger during December. These are held on file and will help inform council discussions should an application be

Necton Parish Council

Minutes No: 2016/9/3

presented. The Clerk noted that these emails were sent to members' private email addresses rather than just the official Council email address. It is unclear how this private information was accessed and members are asked to contact the Clerk if they have concerns or objection to their private email being used.

- The Chairman & Clerk are meeting with George Freeman MP on Friday, 13 January to discuss this proposed development and its potential impact on the local area. Cllr Wilkin is also attending and Cllr Kiddle-Morris is hoping to attend.

Cllr Matthews stated that the Parish Council were the first to meet with Vattenfall on their last consultation event and since then have had limited communication from them. He reported that landfall work might have already started in Lincolnshire and Norfolk, although this is not confirmed.

On the matter of the current Dudgeon sub station, the planting appears to be extensive and the lights issues have been addressed. Cllr Hayton reported that the temporary 2-storey building which had most of the offending lights has now been removed from site.

Cllr Matthews explained that at the meeting with George Freeman, the matter of the A47 and necessary improvement of the Necton junction would be raised.

7. Footpath working group

Cllr Hayton proposed Tuesday, 17 January as the date of the next meeting. This date was **agreed**. Cllr Hayton will circulate the details to all members of the group. Cllr Axham advised that was the same night as the SNAP meeting and asked another person to attend this in her place. Cllr Sisto will attend the SNAP meeting at Town Council office in Swaffham.

8. SAM 2 – to receive a report

Cllr Hayton explained that a management plan for the SAM 2 is required before installation. A volunteer group of Cllrs Hayton, Sisto, Matthews and Thompson will meet. Cllr Hayton is to arrange date and venue.

9. A footpath on Kett's Hill – to receive a research report

Cllr Bass reported her outcomes of a visit to School Road & Kett's Hill at morning drop off shortly before Christmas:

- It felt like chaos, with parents, cars, buses and children all moving within the constrained area of road and path outside the school gate.
- There was also a bus from Litcham collecting children.
- General view is that providing a path from the car-park to the school would be good, but likely to be more used in the afternoon than the morning.
- Kett's Hill was busy and there were many walkers who were not happy with the lack of footpath. The road is used by parents driving out of the village and this traffic has increased significantly over the recent years.
- The corner of Kett's Hill opposite Ram's Lane was identified as the most dangerous part of the road, with the hedge-line adding a visual obstruction.

Cllr Matthews proposed that a working group be set up to investigate this further. This was **agreed** and Cllr Bass offered to lead this group. The item will continue to next agenda.

10. Path to school – to consider a motion from Cllr Bass on how to engage parents on this initiative

Cllr Bass advised that there is a parents' liaison group and proposed that she attend their next meeting, which is scheduled for some time in January. This was **agreed** and the Clerk will attend if she is available on the date.

11. Necton Festival 2017 – to receive a report from the latest organising group meeting

The organising group met on 5 January and key points are:

- Saturday, 22 July, 4 pm to 11 pm (times dependent on decision from Breckland Safety Advisory Group).
- NRCC is the event organiser, with designated people from organising group for key roles.
- Church involvement with complementary activities there, details to be considered.

Necton Parish Council

Minutes No: 2016/9/4

- 700 tickets for sale online and locally, various early-bird and rates for delux, camping and day visitor.
- Existing NRCC premises Licence in place, but for large event permissions from Breckland Council Safety Advisory Group (SAG) must be applied for by end of January to give sufficient time for clearance. The Clerk is researching this with the Licensing Officer.
- Picnic in the Park theme – where people bring their own food & drink. Small provision for purchase on site.
- Pre-booked camping on site for limited numbers (again dependent on decision from SAG).
- Delux – option for bringing a small gazebo and ‘glamming up’ the picnic.
- Next meeting scheduled for 16 January immediately following the NRCC committee meeting, with aim of including committee members in discussions.

CLlr Matthews advised that the intended music line up included Abba, Status Quo and Queen Tribute groups, plus some local acts, Chris Manley and Lisa Collier. The proposed ticket cost of £15 represents good value as an event for any one of the tribute bands would cost at least that.

12. Whole Council training

Members **confirmed** their attendance at council training delivered by Norfolk ALC on 23 and 24 January at the Community Centre. This training event is also offered to neighbouring Parish Councils and will help reduce the cost to this council.

13. Finance

13.1 To agree payments of invoices received during December

The following payments were agreed. The total payment being £2,605.03.

Paye	Reason	Chq no	Amount	VAT
G Joyce	December Salary	Direct debit on 28 Dec		
BT	Phone for December	Direct debit on 22 Dec	31.08	5.18
BT	Broadband for Dec - Feb	Direct debit on 21 Dec	115.20	19.20
L Luff	December Salary	102649		
HMRC	December NI&Tx liabilities	102650	278.85	
G Joyce	December expenses	102651	17.58	
D Matthews	December expenses	102652	13.09	
TT Jones	Light maintenance for November	102653	208.03	34.67
Eon	Electricity for November	102654	321.31	53.55
Fenland Leisure Products	Replacement chains for play equipment	102655	106.80	17.80
Norfolk ALC	Conference fee for one delegate	102656	50.00	
Information Commissioner	Data protection renewal	Direct debit on 11 Jan	35.00	

VAT will be reclaimed by year end.

Necton Parish Council

Minutes No: 2016/9/5

13.2 To receive current financial statement and progress against budget

Receipts in December:

05-12-2016	1.86	interest on lights fund
05-12-2016	1.02	interest on youth fund
05-12-2016	2.70	interest on general reserves fund
05-12-2016	228.00	admin fee from NRCC
16-12-2016	2,680.00	NCF - outdoor sport & play fund – outdoor table tennis
22-12-2016	2,493.00	Breckland S106 Mill St fund – outdoor table tennis

Current actual income yr. to date: £91,966.70. Actual outgoings yr. to date: £84,819.20 (includes above expenditure). A reconciled bank statement and budget check were circulated to members. There were no questions raised.

13.3 To consider applications from village organisations for grant funding 2017/18

Two applications were received;

All Saints Church, Necton; £350 to support their annual grass-cutting contract for the graveyard.

Necton Little Oaks, £440.40 to provide for a spring outing to Church Farm in Stow Bardolph.

It was **resolved** to approve both applications for payment in April.

13.4 To note the commencement of employer pension for qualifying period

The Council's staging date is 1 February 2017 (compliance with legislation on pension auto-enrolment). The Council previously agreed Nest as the employment pension and an account has been set up, along with a direct debit instruction. The Clerk will this month send out letters to all staff explaining their rights & options (based upon templates provided by Pension Regulator). Payment of pension will commence on 01 February.

13.5 To agree the spend of some training budget 2017/18 for two SLCC delivered courses for Clerk

It was **agreed**.

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

- Cllr Sisto offered to research options and quotes for upgrading the basketball court to a MUGA (multi use games area). Cllr Wilkin advised comprehensive public consultation before much work and effort on this as MUGA schemes tend to be highly emotive and Breckland Council has had many problems across the district with these schemes.
- Cllr Matthews reported on upcoming events he is attending; Allotment meeting and civic service hosted by Chairman of Breckland Council.
- Cllr Matthews reported on a scheme run by a collection of parishes in Devon dealing with rural dementia as covered on Countryfile on 8 January. He will research this and the possibility of it here in Norfolk and report back next month.

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

Dementia schemes, car park refurbishment, Kett's Hill.

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

Confirmed.

Meeting closed at 8.53 pm

Minutes signed by Chair (or designate) _____ on _____