

# Necton Parish Council

Minutes No: 2017/4/1

Minutes of Parish Council Meeting held Monday, 07 August 2017 7.30 pm in the Necton  
Rural Community Centre



## Parish Councillors (8) present:

David Matthews, Frank Woodward, Joe Sisto, Phil Hayton,  
Fraser Bateman, Denise Axham, Ian Thompson, Frank Stopp

## Also in attendance:

Gabrielle Joyce (Clerk)  
14 members of the public  
Cllr Nigel Wilkin (Breckland Council)

### 1. To receive apologies for absence

Apologies received from Cllr Bass (personal commitment). Apologies also received from Cllr Kiddle-Morris (Norfolk County Council)

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

None noted.

### 3. To approve minutes of Council meetings held on 03 July 017

The minutes were **agreed** by all to be a true record of events and signed by the Chairman.

### 4. Matters arising

#### 4.1 progress on matters arising from last minutes

- Resurfacing of Tun's and Hale Road: the poor quality of this work was raised with NCC Highways and repairs were commissioned and carried out during July.
- Both revised Standing Orders and Expenses Policy (unchanged) are posted on our Documents page of the website.

#### 4.2 Clerk's report

- Tun's Road Drainage – soakage testing will be commissioned by NCC Highways to identify suitability for new soakaway or storage tanks.
- Path to School – The Parish match funding has been forwarded to NCC Highways to initiate this scheme. The Clerk is progressing matters with various stakeholders.
- Left filter lane to A47 towards Swaffham – this is in design stage and NCC Highways are waiting for engagement with Highways England.
- North Pickenham Trod – markers are now in place and the verge overgrowth is scheduled for cutting by NCC Highways.
- 32 Chantry Lane – boundary hedge/tree overgrowth. This has been escalated to NCC on the grounds of safety.
- Flooding on Chantry Lane - A resident on Chantry Lane reported, via Facebook, flooding of their front garden during heavy rains of 10 July. They sent a video showing water running down Chantry Lane and settling within their garden, rising to several centimetres. This water took several hours to soak away after the rain. This report has been sent to NCC Highways. Cllr Kiddle-Morris also aware.

There were no questions to the Clerk.

### 5. Reports from:

**5.1 Norfolk County Council, Cllr Mark Kiddle-Morris:** None received

**5.2 Breckland Council, Cllr Nigel Wilkin:**

- The 5-year housing land supply has been lost, leaving the district open to further speculative development applications. The Council are working on re-instating this land supply.
- "Well done" to the Parish Council on getting improvements to the road surface of Hale and Tun's Road.
- There have been a number of reported incidents of children removing and throwing bags of dog waste and Cllr Wilkin actually witnessed such an incident which he challenged at the time.

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## Public Participation Session opened at 7.49 pm

- A resident reported on the ongoing internal flooding problem at Elizabeth Drive, on occasions when there are significant downpours. This is an ongoing problem, water rising within residential toilet systems and Anglian Water is aware. This matter is on the agenda further down.
- A resident reported on the flooding experienced at Ramm's Lane, coming from fields on St Andrew's Lane, along Kett's Hill and through Ramm's Lane. This item is also on the agenda.
- Another resident reported that the drain at the end of Kett's Hill always blocks on such heavy rainfall.
- A resident reported speeding of works and farm vehicles along Ramm's Lane, particularly dangerous as there are many walkers and the corner has reduced visibility. The Chairman committed to consider this as a location for our speed camera. It was also noted that the grass verges are being chewed up where vehicles are using them as a passing place. It seems that increased traffic follows the recent diversion.

## Session closed at 7.57 pm

### 6. Planning Matters

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

None received.

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

None received.

#### 6.3 To receive comment on proposed new access for 21 Kett's Hill

This will be a new access directly adjacent to the existing access. There were no comments or objections identified.

#### 6.4 To note communication received regarding consideration of TPO on North Pickenham Road

Further to last month's item, the Council received from Breckland Council a copy of replies to residents' complaints. The matter will be considered at a Breckland Planning Committee Meeting, date yet to be confirmed.

#### 6.5 To note submission of appeal by NCC to the decision to refuse planning at School Road

NCC is appealing the decision to refuse planning for 8 dwellings on the old play area of the old school site. Appeal will be considered by written submissions.

#### 6.6 To note response to our recent report of possible breach of planning condition at 49a Hale Road

A report submitted by Clerk of possible breach of condition 6 of the planning consent for 49a Hale Road was investigated and found currently not to be a breach.

### 7. A47 improvements meeting – to appoint representatives of the Council to attend meeting on 8 September

The following Members wish to attend this meeting: Cllrs Thompson, Bateman, Stopp, Hayton, Woodward and Sisto. The Chairman is unable to attend due to a prior business arrangement.

### 8. North Pickenham Road – to consider damage caused by Anglian Water traffic and remedial action

Damage is a result of Anglian Water traffic during the recent works to the pumping station. The Clerk has sent photos of the damage to NCC Highways, Paul Sellick, and has asked for his assistance in identifying a contact at Anglian Water who may address this matter.

### 9. Flooding at Elizabeth Drive – to consider the recent failure of the pumping station and remedial action

As reported during public session, this relates to the heavy rains of 28/29 June, residents again suffered with water returning up their indoor toilets. Anglian Water representatives on site informed residents that the excessive water into the pumping station caused the pump to stop working. Cllr Matthews said that previous investigation on this matter identified surface water systems piped into the sewerage systems and it goes back in some cases to the original construction of the properties. Cllr Woodward stated that the more houses built the less able the existing pumping station will be able to cope. As Cllr Kiddle-Morris was involved with the history of this matter, it was **agreed** to carry forward this item to next month.

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## 10. Flooding on Ramm's Lane – to consider a report from a resident

A resident of Ramm's Lane reported significant flooding running onto the land from Kett's Hill during the recent heavy rains of June and July. The Clerk investigated this on 01 August taking the opportunity to see the effect of a heavy downpour at about 5 pm. It appears that the drain at the top of Kett's Hill is blocked. This has been reported to NCC Highways (ENQ900120245) along with photos. Highways have confirmed that the drain will be cleared. Cllr Matthews suggested that a meeting with Anglian Water be called to address these flooding issues as they collectively impact future development. This will be taken forward once a point of contact within Anglian Water is identified.

## 11. Erne Farm – to report on trespass incidents and action taken

A resident reported that there may be some trespassing on the site, including that people might be overnighing. It has already been notified to police through SNAP and to the developer's agent. Cllr Wilkin suggested that it would be appropriate to bring this to the attention of Breckland planning officers, particularly as two of the buildings are considered to be of historic interest. It was **agreed** to do this.

## 12. Finance

### 12.1 To agree payments of invoices received during July

The following payments, which total £15,224.58 were agreed.

Payee	Reason	Chq no	Amount	VAT portion
Stuart Group Ltd	Generator for Festival (pre-approved grant December 2016)	102714	556.20	92.70
Abel Energy Ltd	Deposit for PV solar panel project (funded by Dudgeon community fund)	102715	849.78	141.63
NCC PPS2017/18	Parish Contribution to Path to School scheme (funded by Dudgeon Community fund)	102716	10,000.00	
BT	Office phone rental	dd	32.28	5.38
Norfolk Family Mediation	Donation as agreed July 2017	102717	100.00	
G Joyce	July salary	SO		
NEST pension	July pension (employer & employee contribution)	dd	60.30	
Mazars LLP	Yrend 2017 audit fees	102718	510.00	85.00
MP Dennis & Son	Allotment entrance labour	102719	108.00	18.00
TT Jones	June street light maintenance & repair	102720	231.52	38.59
E-on	June street light energy	102721	321.55	53.59
SLCC Enterprises Ltd	Clerk training – Data Protection new regs	102722	30.00	5.00
Community Action Norfolk	Council training – Trustee Responsibilities	102723	300.00	

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Necton PCC	Parish Link – annual invoice	102724	340.00	
Norfolk PTS	Councillor training – new cllr	102725	45.00	
Leonard Luff	July salary	102726	██████	
HMRC	July liabilities	102727	349.82	
G Joyce	Jul expenses – travel, postage & stationery	102728	42.39	0.25

## 12.2 To receive current financial statement and progress against budget

Actual income yr. to date: £52,526.04. Actual outgoings yr. to date: £35,974.58 (this includes the above approved payments). New income during July up to this meeting include: VAT reclaim for Apr-Jun, Watton TC payment for Trustee Training and a small refund of PPS 2016/17 monies. Bank reconciliation to 31 July 2017 and budget monitor to August 2017 were circulated prior to meeting.

Our now certified Annual Return has been received back from Mazars. There were two items, not affecting their opinion that the AR is in accordance with proper practice, which required correction: The fixed assets figure was not adjusted for the audio conference equipment purchased in the early part of the year and the bank reconciliation required adjustment as the unrepresented cheque of previous year was inaccurately recorded. It was **agreed** that in future years, the documents would be cross-checked by the Internal Control Officer before submission to external auditor. The certified AR will now replace the version on our website and remain available to the public for no less than 5 years. A statement confirming the conclusion of audit and right of inspection will also be published. Next year, the external Auditor will be LittleJohn for the next 5 years.

## 13. Business Plan review

### 13.1 to consider priorities for budget planning 2018-2021

It was **agreed** that a small working group would consider the plan and bring back recommendations to full council for September's meeting. The working group was agreed to be Cllrs Sisto, Axham and Thompson. The Clerk will also attend.

### 13.2 To identify schemes for funding through the NCC Parish Partnership Scheme 2018/19

It was **agreed** that the working group discussions will help inform this item. Cllr Hayton asked if the Hale Road trod could be extended from Ramm's Lane to Black Drift to provide another circular walk opportunity. It was **agreed** to investigate the cost of this with NCC to help inform discussion.

### 13.3 To consider a funding project for new team shelters

The aim is to replace the wooden dugouts, which fall below recommended safety standards. The Clerk has begun initial research into the preferred type and sources of funding. This is a project that the Parish Council could deliver and the shelters would remain on the Council's asset register as they would be sitting on the Council land (which is leased to the NRCC). In the light of the proposed new youth football teams operating from Necton Football Club, it was **agreed** that such a project be undertaken.

## 14. SAM2 – to adopt the circulated policy and procedure

It was **agreed** to adopt the policy and procedure. It was noted that the first month's data was downloaded this afternoon, which provided interesting data on the numbers of vehicles coming into the village. Such data will help inform the Council's meeting with Highways England on 8 September. It was also noted that Ramm's Lane will be considered for inclusion in the schedule, in support of the speeding reported during public session.

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

Cllr Sisto – noticed some very poor driving practice at the A47 junction. Reported the ongoing parking of a car on Chantry Lane pavement, obstructing the pavement making it inaccessible for people with buggies and mobility aids.

Cllr Axham – attended the recent SNAP meeting at which this parked car was reported, along with ASB on Mill

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Street.

Cllr Hayton – will be calling a Footpath Group meeting on 20 September, 7pm.

Cllr Bateman – a car parking on the road/pavement at School Road close to junction, causing a visual obstruction.

Cllr Matthews – an incident involving a car and young pedestrian has been reported to police, who are investigating this and other sightings of this same car within the village. There's been a theft of garden furniture from a front garden during the past weekend. Speeding along North Pickenham Road is a concern, particularly given the holidays where children are heading to the river.

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

Noted as above.

**17. To confirm date and time of the next Parish Council Meeting Monday, 04 September 2017, 7.30 pm.**

Confirmed.

**18. To consider a resolution to exclude members of press and public in advance of discussion of the next agenda item for the reason of confidentiality for staff related matters**

This resolution was **agreed**. Members of the public left the meeting at 8.45 pm.

**19. To receive a report from the panel who undertook the Clerk's appraisal and consider recommendations**

The Clerk left the room for this agenda item and was called back in once discussion concluded. Cllr Matthews advised that the Council are delighted and pleased with the Clerk's work performance, ethics and skills. It was emphasised that it is important that adequate time off is taken and the recommendations from the panel regarding Clerk relief and holiday cover were **agreed**.

Meeting closed at 9.15 pm

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