

Necton Parish Council

Minutes No: 2017/5/1

Minutes of Parish Council Meeting held Monday, 04 September 2017 7.30 pm in the Necton Rural Community Centre



Parish Councillors (6) present:

Frank Woodward (vice-chairman), Joe Sisto, Phil Hayton, Fraser Bateman, Denise Axham, Frank Stopp

Also in attendance:

Gabrielle Joyce (Clerk)
31 members of the public

1. To receive apologies for absence

Apologies received from Cllr Bass (personal), Cllr Thompson (personal) and Cllr Matthews (personal work). The meeting was chaired by Cllr Woodward.

Apologies also received from Cllr Kiddle-Morris (Norfolk County Council) and Cllr Wilkin (Breckland Council).

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

None noted.

3. To approve minutes of Council meeting held on 07 August 2017

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

11. Incidents of trespass at Erne Farm were notified to the Planning Officer on 9 August.

12.2 Certified annual return and right of inspection notice published on website.

13.3 Work has started on the funding of new team shelters.

4.2 Clerk's report

The Clerk provided a report and summarised the key points.

- NCC Highways has had a change of staffing, our Engineer, Paul Sellick is covering absence at Aylsham depot and whilst there is a replacement for him, this change may impact on our outstanding projects.
- A resident at Mason's Drive contacted us to seek assistance with trees overhanging their boundary. The trees which are protected by a TPO, belong to Necton Management. A permit for remedial works has been applied for through Breckland Council.

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: None received

Public Participation Session opened at 7.40 pm

- A resident asked about progress on making all of St Andrew's Lane a 30 mph speed zone. The Clerk reported that no further update at present, however, the parish speed-monitoring unit had that morning been fitted at St Andrew's Lane and the data once collected will provide useful evidence.
- Mr Smedley stated that it appears that Vattenfall were originally offered two alternative National Grid connection points ahead of Dong Energy, but discarded both on financial restrictions. Cllr Hayton advised that it appears from his conversations with potentially affected land owners in the Necton search area, there has been no approach by the developer as yet about options and way-leaves.

Session closed at 7.45 pm

6. Planning Matters

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

None received.

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

3PL/2017/1032/F, Mr Barney, Shell Field; erection of self-build low impact energy efficient dwelling. No formal invite to consult received from Breckland Council yet as they have no Planning Officer assigned. It was **agreed** that all supported this application.

3PL/2017/1027/VAR, Mr Wrycraft, 49a Hale Road; removal of boundary hedging and replace with close-boarded fencing. It was noted that hedging is the prominent boundary feature of adjacent and opposite properties and it was **agreed** that the original planning condition should be retained and not varied.

6.3 Breckland Local Plan - to note the publication of the pre-submission Local Plan

This document will be made available under Regulation 19 of the Town and Country Planning (Local Development) (England) 2012. Representations can be made on the Pre-submission Documents during the publication period from Monday 21st August 2017 and ending at 4 pm on Monday 2nd October 2017. All representations must be made through the official format. We have published this information on our website.

6.4 Sub-stations - to receive & consider a report of an alternative site presented to Vattenfall

Following the recent Vattenfall consultation events of 19 & 20 July, Mr Tony Smedley, a member of the Necton Sub-Station Action Group, presented an alternative site to Vattenfall for their consideration in place of Necton/Ivy Todd area. Details of this are contained in a separate report. (available on website)
It was **agreed** to ask the developer (Vattenfall) for a progress update on their investigation into the viability of this suggested site and any other alternate sites.

7. Flooding – to progress a meeting with Anglian Water

The Clerk advised that Cllr Kiddle-Morris reported earlier by phone that he has requested a site meeting between Anglian Water and this Council and he is awaiting a response to that request. This item is carried forward to next month.

8. Finance

8.1 To agree payments of invoices received during August

The following payments, which total £2,621.76, were agreed.

Payee	Reason	Chq no	Amount	VAT portion
G Joyce	Aug Salary	SO		
NEST pension	Aug Pension	dd	60.30	
BT phone	August line & calls	dd	36.20	6.03
E-on	July energy for street lights	102729	332.27	55.38
TT Jones	July maintenance	102730	157.55	26.26
Community Action Norfolk	2 places on play area inspection course	102731	80.00	
SLCC	Renewal of membership for Clerk	102732	197.00	
HMRC	Aug liabilities	102733	349.82	
L Luff	Aug salary	102734		
G Joyce	Aug expenses – travel & stationery	102735	60.88	7.30

8.2 To receive current financial statement and progress against budget

Actual income yr. to date: £53,904.04. Actual outgoings yr. to date: £39,930.66 (this includes the above approved payments). New income during August: £1,000 from Tesco/Groundworks towards community garden project and £153 credit from Stuart Power. Bank reconciliation to August and budget monitor to September circulated to members. There were no questions on these reports.

BT phone & broadband contract was renegotiated for a further 24 months with a small discount.

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8.2 To consider a funding appeal from mid-Norfolk Citizens Advice Bureau

A general funding appeal was received along with an invitation to their forthcoming AGM, 27 September. Cllr Sisto proposed a donation of £100 from Council funds. The Clerk confirmed capacity within the grant budget for this donation. This donation was **agreed**. Cllr Sisto also confirmed he would attend the AGM.

8.4 To agree commissioning legal assistance to review and renew NPC / NRCC lease agreement

This agreement pertains to the land belonging to the Council that forms part of the playing fields. The contractual term of this lease has expired, however the lease may be considered to continue as the parties still consider themselves bound by the lease and continue to observe its terms. Legal guidance recommends that the lease be fully instated. The following two matters need to be considered:

- What rent is to be paid and are there to be any provisions for that rent to be increased without having to terminate the Lease of the pitch and issue a new lease.
- Who is responsible for insurance, especially public liability insurance.

The original rent was a peppercorn rent (50p a year). Responsibility for public liability insurance rests with the tenant (NRCC;) historically it has always been included in the Council's insurance with no recharge to tenant. The land is currently covered within the Council's public liability.

Recommendations:

- that a legal adviser be commissioned to renew the lease, estimate received £300
- that the rent remain at 'peppercorn' with no increase provision
- that the Council continue to insure the land with no reimbursement. This could be reviewed in May 2018 when the long-term insurance arrangement for the NRCC comes to an end.

It was **resolved to agree** all three of the above recommendations.

8.5 2017/18 budget review and consider adjustments

Reference to the circulated budget for this item.

- Employment costs are mostly on target. The introduction of Living Wage in November costs will be £137.67 extra to March 2018.
- Reserves will be transferred from current account to relevant accounts in September.
- Play area running costs budget is significantly under estimated and with servicing works on the zip wire. It was **agreed** that a budget increase of £1,500 for this year be applied.
- The Community Garden project has no budget line. It was originally considered to be a NRCC project, however, it is a community wide project and has been identified on our action plan. It was **agreed** to establish a budget line of £10,000 for this project. It was noted that £2,090 has already been secured through donations and grants. Further grant applications will be made. There was discussion about the feasibility of incorporating this project alongside the social club car parking and track upgrade.

8.6 Action Plan update – to agree amendments and in-year budget revisions

This is the final year of the Council's 3-year action plan (2015-2018). It was reviewed during August at a working group meeting (JS, IT, DA & GJ). This item refers to a circulated update and list of recommendations. It was **agreed** to accept all recommendations presented. (update plan available on website)

9. Business Plan review

9.1 To consider priorities for budget planning 2018-2021 – recommendations from working party

This item refers to a circulated plan and list of recommendations. The Clerk summarised the document proposals. It was **agreed** to produce a resident's questionnaire to inform the Council's decisions. Individual Members offered to support the production and distribution of this questionnaire. It was noted that this needs to be done this month so that the results may inform the Council's budget planning.

9.2 PPS 2018/19 – update on proposal for Hale Road road extension

Awaiting response from NCC Highways to our request for an investigation of this as a scheme.

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10. SAM2 – to receive summary report of first dataset (Tun’s Road southbound)

The circulated report was discussed. It was noted that speeding was not a significant problem overall, however, 19 separate speeding incidents were identified during the hours of midnight to 4 AM. This report will be published on the Council’s website and be provided to the next SNAP meeting.

11. Remembrance Sunday – to confirm Council representative for village memorial service

Cllr Sisto and Cllr Hayton offered to represent the Council at the service. The Clerk will arrange purchase of a wreath.

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

Cllr Axham – next SNAP meeting is 19 September.

Cllr Hayton – next footpath group meeting rescheduled for 27 September. Would the Council consider a Neighbourhood Plan? The Clerk advised that this could be presented as a motion to be included in next month’s agenda.

Cllr Bateman – posts have been installed on the North Pickenham Trod, but more are needed.

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

Noted as above.

14. To confirm date and time of the next Parish Council Meeting Monday, 02 October 2017, 7.30 pm.

Confirmed.

Meeting closed at 9.09 pm.

Minutes signed by Chair (or designate) _____ on _____