

Clerks Report for March Meeting 2018

Progression of ongoing items

1. NCC Highway items

1. **Tun's Road Drainage** – Awaiting an update on works start.
2. **Path to School** – Awaiting result of PPS grant for school path, expected before end of March. Works scheduled to complete 2018/19.
3. **Left filter lane** to A47 towards Swaffham – NCC Highways are waiting the assessment report from Highways England anticipated in summer 2018. Works carried out before this time could be abortive and would also require Highways England's agreement, which is unlikely until their assessment is complete.
4. **North Pickenham Trod** – Ongoing matter of damaged trod and absence of hazard markers. It is worth noting that a condition on the Erne Farm development to fund the extension of the 30 mph to the bridge on Brown's Lane (North Pickenham Road) was secured.
5. **Property on corner of Mill St & Chantry Lane** – Matter ongoing with NCC Highways. No further action on us at present.
6. **Signage for heavy vehicles restricted access St Andrew's lane** – awaiting update from NCC Highways.

2. **Community Garden project:** final plan on display at centre. Cllr Bateman will lead this project.

3. **Community Benches:** Breckland Council can offer us street licences for benches on green space at Elizabeth Drive and Mason's Drive. Cllrs Sisto and Hayton assessing current benches and feasibility of their move from the gravel garden (by A47) to yet to be identified spaces at Elizabeth Drive and Mason's Drive.

4. **A47 Bus shelters:** Still in communication with Highways England for completion sign off. They are satisfied with the westbound side, but they have concerns about the eastbound side. The basis of this delay rests with the eastbound footway not being DDA compliant (Highways England responsibility) and our desire to install a shelter without further delay. Still awaiting update from Highways England (last communication was 2 Jan 2018 from Andrew Rosamond)

5. **Neighbourhood Plan:** outstanding action from November (item 7.3); Councillors to meet and consider the results of resident survey before making further comment on Neighbourhood plan.

6. **CCTV improvements for NRCC:** Commissioned supplier cannot provide equipment. Discussions with original manufacturer confirm current equipment is still being sold and has provided alternative contractors list. Matter in progress.

7. **9116 new lamp & column:** (Elizabeth Drive) installation complete in January, still awaiting UKPN connection and light to be in service.

The associated insurance claim, submitted on 20 December has been paid and monies received, less £250 policy excess.

8. **Community Spirit Awards 2018:** item on the agenda.
9. **Play area maintenance works:** Fenland Leisure completed the maintenance works on 31 January. No significant matters to report from the weekly inspections.
10. **Firs Field entrance:** The Chair of the Allotment Association has offered to oversee the agreed works to entrance. On most recent inspection (28 January) the site was deemed to be too wet and will be reviewed again shortly. A further inspection on Sunday 25 February identifies that the site is still too wet to complete the works.
11. **SAM2 & speeding:** The unit is still at Eastgate, since 31 January monitoring northbound (towards a47) traffic. It requires a data download, moving to a new location and a re-charged battery installed. The published rota has expired – what do Members wish to do?

New items in February

- **Street Light fault reports** – none reported during February
- **Mason's Drive signage:** The Clerk undertook a site visit on 6 February to understand the existing signage layout. No sign at the first cul-de-sac for properties 48 to 55 Mason's Drive. A request for new signage was sent to Numbering Team at Breckland Council on 12 Feb. They will investigate and advise accordingly.
- **Bus shelter damage:** On 6 February, the village caretaker reported damage to the eastbound bus shelter on A47 – two side Perspex panels were removed and missing. Westcotec kindly made repairs to this shelter, free of charge, on 19 February.
- **Anglian Water issues at Farm Walk:** Cllr Woodward was contacted by a resident regarding long-standing problems with the pumping station that serves Farm Walk and he made initial contact with Anglian Water. The details were brought to the Clerk on 30 January who has followed up with Anglian Water (31 Jan), requesting that this site be included in our ongoing discussions about water management within the village and a request for how they intend to progress this matter. There has been no further developments on this during February.
- **Funding administration:** End of grant monitoring form for £300 grant from Lord Baker Community Fund (January 2017) completed and returned to Norfolk Community Foundation on 14 February.

Correspondence of note

- **Norfolk ALC Newsletters:** circulated 08 Feb, 15 Feb, 22 Feb,
- **NPFA newsletter:** circulated 12 Feb,
- **DPI reminder from Breckland Council:** circulated 12 Feb.
- **Kickstart Norfolk:** communication regarding new funding opportunities for people facing barriers due to lack of public transport. Circulated 12 Feb and poster attached to noticeboard.
- **Norfolk Community Biodiversity Awards 2018:** information circulated 14 Feb.

- **Email from resident regarding tree-felling on North Pickenham Rd:** email received on 21 February reporting that tree-felling was underway on North Pickenham Rd and vehicles were parked on trod, causing damage. The Clerk paid a visit to site and spoke with the contractor. The trees were being managed appropriately and the contractor committed to not parking on the trod. This information was communicated back to the resident, who responded with thanks: *“Thanks for your response to my email, and my concerns. As an afterthought to my email I’d like to add that I love the trod, muddy or not; its a great addition for me as its a walk I have taken regularly since I moved here in the late eighties, sometimes for pleasure, sometimes recovering from injury. Thanks to all the parish council for having it built, and thanks again for your answer.”*

Personnel & Training matters

Upcoming training / other events – available for Councillors

- Norfolk ALC Spring Conference, 6 March, Green Britain Centre
- SLCC Norfolk AGM and Training event, 20 April, Necton Community Centre

Clerk’s hours

- **Accumulated TOIL** – at 28 February stands at 69 hours. Approximately 10 hours of this relates directly to recruitment support (preparation of documents, management of schedule, office layout, etc)
- **Current outstanding AL** – stands at 44.6 hours – agreed by Council to be paid in final salary (Mar 2018).
- **Timesheet** – complete to 28 February 2018 circulated with this report.

Report prepared by Gabrielle Joyce, Clerk to Necton Parish Council. Circulated to Members on 28 February 2018.