

## SWANTON MORLEY PARISH COUNCIL

A Meeting of Swanton Morley Parish Council was held in the Village Hall on Monday 6<sup>th</sup> April 2009. The meeting commenced at 7.30pm.

**Present:** Mr R. Atterwill, Mr C. Perry, Mr A. Fleming, Mr G Northall, Mr S. Westbury, Mr B. Marsham, Mrs M Thomas, District Councillor Mrs K. Millbank and four members of the public. Also in attendance Mrs F. LeBon (clerk)

### **Matters Raised Under Time Allocated to the Public**

- Mr Atterwill welcomed Mr Bill Borrett, candidate for the County Council elections on 4<sup>th</sup> June.
- Mr Ellis commended the Chairman for his letter to the press about the LDF and questioned the council's position on additional housing. Mr Atterwill responded that the council had originally requested that the village was to be a Local Service Centre with natural growth. He went on to say that since then the Parish Council has had to review its stance because of the overwhelming amount of land submitted for consideration and the need to maintain vital village services such as the school, playgroup and doctors surgery.
- Mr Ellis asked about the All Weather Sports Pitch project. Mr Atterwill responded that he and Mr Marsham had attended a meeting of the village hall management committee to discuss the project, and it is likely to be one of the phases involved in village hall improvements. Mr Ellis continued by asking whether the Parish Council would need to lease the land from the Village Hall Trust. Mr Atterwill responded that this had not been discussed yet.

*The Meeting Went Into Session.*

### **1. Apologies for Absence**

None received.

### **2. Declarations of Interest**

Mr Atterwill declared a personal interest in the District Councillors report

Mr Marsham declared a prejudicial interest in item 15b (finance for use of equipment at Mill Common).

### **3. Minutes from Parish Council Meeting of 9<sup>th</sup> March 2009 to be accepted, initialled and signed.**

Mr Northall proposed that the minutes be accepted as a true and accurate record of the meeting, seconded by Mrs Thomas. Carried. Mr Perry abstained due to non attendance at this meeting.

### **4. Matters Arising from Minutes of 9<sup>th</sup> March 2009.**

Mr Northall asked if the Highways department had inspected the drainage from Hoe Road East by the Burial Ground yet. The clerk responded that Highways had agreed to inspect the area as the drainage was breaking up the Fibredec path but no inspection had yet been made.

### **5. Finance**

#### **a) Accounts to approve for payment:**

The clerk advised that a Training Course for Play Equipment Inspection was to be held on 24<sup>th</sup> April at the Norfolk Rural Community Council at a cost of £10 per delegate and that Mr Sherlock and Mr Marsham would like to attend from the council. Mr Northall proposed that the council pay £20 for Mr Marsham and Mr Sherlock to attend, seconded by Mrs Thomas and carried. Mr Marsham advised that he will repay the £10 as, whilst he will use the course to help with the inspection of the council's equipment, there may be a benefit to Waterfall Farm as well

Mr Northall proposed that the following be paid, seconded by Mrs Thomas. Carried.

<b>Payee</b>	<b>Detail</b>	<b>Cheque Number</b>	<b>Amount</b>
Faye LeBon	Clerk's Salary (inclusive of NALC final salary agreement)	101576	£353.92
Faye LeBon	Clerk's Expenses	101576	£33.69
Norfolk Pensions	Local Government Pension Scheme	101577	£108.84
HMRC	Clerk's PAYE	101578	£88.56
EON	Street Lighting Electricity (March)	DD	£137.59
Swanton Morley VH	Room Hire (February £25.00) Room Hire (March £25.00)	101579	£50.00

Eastern Office Equipment	Photocopying Mardler and Attachments (£130.00) Black Ink (£29.99)	101580	£159.99
Pest Control	Mole Control	101581	£250.00
CPRE	Membership Subscription	101582	£30.00
Norfolk ALC	Membership Subscription	101583	£243.41
Norfolk RCC	Membership Subscription	101584	£25.00
Breckland Council	Business rates (burial ground)	101585	£96.20
Swanton Morley Bowls Club	Granting Funding (Scarifier and Tea Urn)	101586	£352.53
JP's Maintenance	Spiking of Football Pitches	101587	£92.00
NRCC	2 x Play Equipment Inspection Courses	101588	£20.00
<b>TOTAL</b>			<b>£2041.73</b>

#### b) Income

Income was reported as follows:

Received From	Detail	Amount
Swanton Morley Village Hall	Loan Repayment	£106.74
Alliance and Leicester	'Goodwill' compensation for error	£20.00
Anglia Memorials	Memorial fee (Bryan)	£100.00
Bartrams	Ash Interment Fee (Askew)	£50.00
<b>TOTAL</b>		<b>£276.74</b>

#### c) To Appoint Internal Auditor for 2008/2009

The clerk reported that of the three letters sent out, two companies had responded quoting £750 (Larking Gowen) and £900 (Stephenson Smart) plus VAT for the work of internal audit. It was agreed that the clerk should try to find more quotes and defer this item until the next meeting.

#### 6) To Receive Report of meeting with Mr Trevor Holden, Chief Executive of Breckland District Council

Mr Atterwill reported that a positive meeting had been had with Trevor Holden. Mr Holden is to look back at the complaint letter sent by the Parish Council with a view to addressing the areas of the letter that had not been answered. He is also to look at the LDF consultation process with regards to land that cannot possibly be built on and whether this should be removed from the consultation process prior to it reaching the Parish Council. Mr Holden is also to investigate the problems with the repair of footpaths on Gray Drive.

The problem with the incorrect council tax bills has been addressed and Breckland District Council is to send corrected bills out.

The refusal of planning permission for Burgh Common was also discussed and, should Natural England agree to resubmit the planning application, the Ward Representative can ensure that it is decided upon by the Development Control Committee rather than an officer. The areas of land on Middleton Avenue that the Parish Council wishes to have ownership transferred to them from Breckland District Council were also raised. Breckland District Council is awaiting a response from Broadland Housing as to whether they wish to proceed with the purchase for affordable housing purposes.

It was also reported that, following a complaint about the lack of free 'poop scoop bags' being distributed from Breckland District Council to Swanton Morley Village Shop, Mrs Millbank had arranged for a the Street Scene team to order some more bags with the first supply going to Swanton Morley.

### 7. Planning

#### a) To consider responses for the following planning applications

##### i) 3PL/2009/0226/F – Swanton Morley Farms re: Field House Farm – New Grain Storage Building

Mr Westbury proposed that there should be no objections to this application subject to there be no increase in level or duration of noise during any grain drying process. Seconded by Mr Fleming and carried. Mrs Thomas abstained from the decision.

##### b) To receive report of planning decisions by Breckland District Council

The clerk reported that Breckland District Council had refused planning permission for a permanent caravan on Park Farm camp site (re: application 3PL/2009/0096/F).

##### c) To receive update on LDF issues affecting Swanton Morley

This was reported in item 6.

##### d) To receive update on correspondence from Breckland District in relation to land at Middleton Avenue

This was reported in item 6.

#### 8) To Discuss Unitary Proposals for Norfolk

A further consultation is being run by the Boundaries Committee following their recommendations that Norfolk either be governed by a single unitary authority or two unitary authorities (one for Norwich and one for the rest of Norfolk). It was agreed that the opinion of the village should be canvassed at the Annual Parish meeting and representatives from Norfolk County Council and Breckland District Council should be invited to put forward their views. The Parish Council's response to the consultation can then be agreed at the Parish Council meeting in May.

## **9. Grant Funding**

### **a) To consider any applications for small grant funding**

There had been no grant applications received. Mr Atterwill reported that the Under 5's group had given an update report advising that they no longer required the agreed grant for fencing and are likely to submit a revised application at a later date. The grant money has been transferred back to the Alliance and Leicester account.

## **10. Allotments**

### **a) To receive a report on allotment project and agree further actions**

Mr Northall had spoken with Mr Carrick about utilising some of his land for allotment purposes and is awaiting a response. Other landowners are showing interest in the project but will not commit to specific areas of land until they know that this land will definitely not be subject to development as part of the LDF process.

## **11. Street Lighting**

### **a) To receive fault reports / matters for attention**

None reported

### **b) To receive an update on street light replacement project**

The clerk is to speak with TT Jones about duplicate lights working in Woodgate as part of Phase One with a view to disconnecting the old light at Horseshoe Cottage. The clerk is also to chase EDF Energy about the final column transfer on Gooseberry Hill where a new overhead cable was required.

## **12. Highways**

### **a) To receive reports of highways faults / matters for attention**

Mr Atterwill reported that the Highway Rangers had visited the village on Monday 30<sup>th</sup> March to do minor remedial work to the roads and footpaths. A team had also been in the village and had resurfaced both ends of Manns Lane, the layby by the school and the junction by Lincoln House.

The clerk is to report a missing manhole cover in Gray Drive, a self seeded tree in the alleyway between Thompson Close and Middleton Avenue and the consideration of black and white posts on Gooseberry Hill to stop dangerous parking near the playing field.

A letter had been received from Mr and Mrs Keene about the lack of footpaths on Dereham Road and the clerk has raised this to Highways.

A working party was agreed to clear vegetation from Rectory Road on Tuesday 14<sup>th</sup> April at 4pm.

## **13. Churchyard & Burial Ground**

### **a) To receive an update report from Mrs M. Thomas on progress of the Sub Committee**

Mrs Thomas reported that the sub committee had not met, however the grave of I. Bryant required topping up with soil. She also reported two large ruts in the Burial Ground. Mr Marsham advised that these had been caused by May Gurney when they laid the second path in the Burial Ground.

## **14. Youth & Playground Equipment**

### **a) To receive an update report from Mr R. Atterwill on progress of the Sub Committee**

Mr Atterwill reported that the sub committee had not met, however Mr Sherlock had given his inspection report. The problem with cars parking dangerously was addressed under 'Highways' and another problem was graffiti on the equipment. Mr Marsham is to arrange for Mr Sherlock to use his generator so as to remove the graffiti with a sander.

Mr Atterwill advised that the issues with the dogs belonging to Mr Keen running loose and fouling on the village green had been raised to the Dog Warden at Breckland District Council. He also reported that Mrs Vyse is getting together a consultation for teenagers on provision for Youths in Swanton Morley.

### **b) To agree financing of play bark at Gooseberry Hill and Village Green**

The clerk advised that the cheapest quote for bark currently stood at £530 plus VAT. Mr Atterwill is to measure up the area and the clerk is to obtain a quote from Adventure Playgrounds regarding the use of Safagrass to see if this will be more cost effective in the long term.

## **15. Commons, Open Spaces & Environmental**

### **a) To receive an update report on the progress of the Working Group**

Mr Northall reported that although Planning Permission had been rejected for the angling platforms and access boardwalks on Burgh Common, a meeting and been arranged with representatives from Natural England, Breckland District Council, Norfolk County Council and the Parish Council to discuss potential resolutions.

On Mill Common, Mr Carrick had cleared the top of the ditch with his teleporter, however little more will be able to be done this year as the birds are soon to start nesting. The Hawk and Owl Trust will remove some of the willows in future years.

*Mr Marsham Left The Room*

**b) To agree financing of Digger Hire and Transportation for work at Mill Common**

Mr Northall advised that the Parish Council receives money from the Rural Payments Agency every year for maintaining Mill Common to the standard specified by the Higher Level Stewardship Agreement. The Parish Council has been able to use equipment belonging to Mr Marsham and Mr Carrick at no cost to maintain the common. Mr Northall proposed that a payment of £150 each be made to Mr Marsham and Mr Carrick for use of their machinery, on production of an invoice. Seconded by Mr Perry and carried. The clerk is to write to Mr Marsham and Mr Carrick advising them of the Parish Council's decision.

*Mr Marsham Re-entered the Room*

**16. To Receive a Report on Parish Council Surgery and Agree Date for Future Surgeries**

Mr Northall and Mr Marsham attended the March Surgery and there was no response from the public. The clerk is to put some posters up around the village to advertise the surgery on April 18<sup>th</sup> and advertise the May surgery in Link Up. The May surgery was agreed for Saturday 23<sup>rd</sup> May.

**17. To Consider Parish Council Participation in Swanton Morley Carnival**

After discussion it was agreed that the Parish Council would not submit a float in the carnival this year, but individual participation was encouraged.

**18. To Agree Agenda for Annual Parish Meeting**

The clerk distributed a draft agenda. It was agreed that any changes should be sent to the clerk by the end of the week.

**19. To Agree Entry for EDP Pride in Norfolk Awards 2009**

The clerk provided councillors with a draft entry. Discussions occurred as to whether the council should enter the categories for Community Building of the Year and Green Spaces of the Year, however it was agreed that just the one entry should be submitted for village of the year, with the possibility of entering the common lands for the green spaces award next year. Councillors are to forward the clerk any changes to the draft by 20<sup>th</sup> April.

**20. Correspondence**

Mr Atterwill reported that a 'Planning Portal' meeting was to be held on 22<sup>nd</sup> April. Mr Westbury is to see if this date is convenient for him. The PPG has also requested a Parish Council member as a representative for this group. This is to be agreed at the Annual Meeting of the Parish Council.

It was also reported that Diana Irving, Breckland District Council Ward Representative for Humbletoft in Dereham provided all residents with a newsletter. Mr Atterwill urged Councillor Millbank to consider something similar for Swanton Morley residents.

A Freedom of Information Act request regarding correspondence sent about the LDF had been made by Mrs Walden.

The clerk reported that Andy Coulsen from HMRC had contacted her about the VAT on the All Weather Sports Pitch Project with a mind to meeting and discussing the options.

Mr Northall advised that he would like to attend the NRCC Training Workshop for writing funding applications on 21<sup>st</sup> May. This is to be placed on the next agenda. He also queried whether it would be necessary for the Parish Council to have training on the Power of Wellbeing.

Mr Atterwill reported that he had attended a meeting at Elmham Parish Council and he is to help them with their village appraisal. He had also given a talk to Bawdeswell Parish Council about our Gooseberry Hill playing field project

The clerk also reported that Sarita Presland from Norfolk ALC had invited members of local councils to a coffee morning at Bawdeswell.

*The Meeting was Suspended*

**District and County Councillors Report**

There was no report from the County Councillor.

Mrs Millbank advised that most of her reports had been covered in item six. She apologised for the error made by Breckland District Council over the council tax and advised that the cost of reissue would be covered by the current budget held by Anglia Revenues Partnership. She also advised that residents have to be told to put their wheelie bins out on the usual day over Easter and they will be collected within two working days.

The following items were raised by the public:

- Mr Ellis asked whether the council would consider purchasing the leased land at the village hall from Mr Keith. Mr Atterwill replied that this had been discussed at a village hall management committee meeting and it was the responsibility of the Village Hall Trust to decide this.
- Councillor Borrett reported that under the LDF there will be a tariff per extra house allocated to projects such as Highways and Open spaces

*The Meeting Resumed*

**21. Any item to be reported for the next agenda**

- The Parish Council's response to the Boundaries Committee
- NRCC's Course on Writing Funding Applications.
- To Appoint Internal Auditor

**22. To confirm the date & time of next meeting to be held on Monday 11<sup>th</sup> May 2009 at 7.30pm at the Village Hall.**

Carried

The meeting closed at 9.20pm

\_\_\_\_\_ (Chairman) \_\_\_\_\_ Date