

## SWANTON MORLEY PARISH COUNCIL

A Meeting of Swanton Morley Parish Council was held in Swanton Morley Village Hall on Monday 11<sup>th</sup> January 2010. The meeting commenced at 7.30pm.

**Present:** Mr R. Atterwill, Mr A. Fleming, Mr G Northall, Mr B. Marsham, Mr S. Westbury and one member of the public. Also in attendance Mrs F. LeBon (clerk)

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

Mr Atterwill advised that regrettably Mr Perry had tendered his resignation from the Parish Council citing other commitments as the reason for his resignation

*The Meeting Went Into Session.*

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

Apologies were received from Councillor Millbank and Mrs Thomas.

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

Mr Atterwill declared a personal and prejudicial interest in item 5b (Under 5's grant payment).

#### **3. Minutes from Parish Council Meeting of 14<sup>th</sup> December 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 Mr Fleming. Carried. The minutes were signed as a true and accurate record by Mr Atterwill.

#### **4. Matters Arising from Minutes of 14<sup>th</sup> December 2009.**

Mr Northall reminded the clerk that the website had not been updated with recent minutes. The clerk is to update the website.

#### **5. Finance**

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

The clerk is to investigate whether rent payment for land at the village hall is best paid by the Parish Council or the Village Hall Management Committee. Mr Atterwill suggested that the Parish Council would always ensure that payment is made.

Mr Westbury proposed that the below payments be made, seconded by Mr Marsham and carried.

<b>Payee</b>	<b>Detail</b>	<b>Cheque Number</b>	<b>Amount</b>
Faye LeBon	Clerk's Salary Work for Village Hall	101651	£356.86 £245.40
Faye LeBon	Clerk's Expenses	101651	£37.55
Norfolk Pensions	Local Government Pension Scheme (only for Parish Council work)	101652	£113.11
HMRC	Clerk's PAYE Work for Village Hall*	101653	£89.40 £129.86
EON	Street Lighting (December)	DD	£158.00
Eastern Office Equipment	Stationery and Mardler Copying	101654	£87.17
Valuation Office	Valuation of land off Worthing Road	101655	£460.00
Quinn Construction	Lead replacement works Higher level works (part of original grant application)	101656	£5,337.40 £5,079.26
J Keith	Rent for land at Village Hall	SO	£1.00
Swanton Morley Village Hall	Room Hire (December)	101689	£13.50
<b>TOTAL</b>			<b>£11,992.40</b>

Since the production of the agenda, invoices had been received from Mr S Atterwill and Miss M Atterwill for £5 each for the delivery of the December Mardlers

*Mr Atterwill Left the Room*

It was agreed that Mr Northall should chair this part of the meeting.  
 It was agreed that £10 should be authorised for the Mardler deliveries and cheques 101687 and 101688 were drawn to reflect this (£5 each for Mr S Atterwill and Miss M Atterwill).

*Mr Atterwill Re-Entered the Room*

**b) To authorise grant payment (£1044.45) to Swanton Morley Under 5's**

*The Meeting Was Suspended*

Mr Atterwill explained that the Under 5's Group had been successful in match funding the Parish Council's grant for new equipment, however the group could not obtain a credit account for the new equipment. The group was therefore asking the Parish Council to allow the group to have the money granted and they will supply an invoice as soon as the equipment is received.

*Mr Atterwill Left The Room and the Meeting Recommenced*

Mr Northall proposed that the grant payment for Swanton Morley Under 5's be authorised. Seconded by Mr Westbury and carried. Cheque 101685 was drawn to reflect this.

*Mr Atterwill Re-Entered The Room*

**c) Income**

Was reported from the following:

<b>Received From</b>	<b>Detail</b>	<b>Amount</b>
Swanton Morley Village Hall	Loan Repayment	£106.74
Calor Ltd	Village of the Year Award	£2,000.00
Christmas Tree Festival	Monies raised	£27.42
<b>TOTAL</b>		<b>£2,134.16</b>

**d) To agree payment of monies raised from the Christmas Tree Festival to be paid to Light Dragoons Charitable Trust**

Mr Atterwill advised that there had been misunderstanding as to where the funds raised from the Parish Council's Christmas Tree at the recent Christmas Tree festival would be donated to, whether it be to the fabric of the church or the Light Dragoons Charitable Trust. It was agreed that the £27.42 raised at the festival would go to the Light Dragoons Charitable Trust and a £10 donation given to the fabric of All Saints Church.

**e) To receive report on repairs to village hall roof**

Mr Atterwill reported that all roof work had now been completed and all that remained was the removal of the scaffolding. There will be one last invoice for payment and this is for the reinforcement of the higher level windows.

**6. Land and Planning**

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

**i) 3PL/2009/0904/F – Swanton Morley Parish Council - To create 50m x 13m dirt track suitable for BMX bikes**

This item was for information only as the Parish Council has an interest in the plans. Mr Atterwill reported that the press has seen the plans and would like to do an article about the project and another article when the project has been completed.

The clerk is to contact the insurance company and also RoSPA to find out what safety signage they require for the site.

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

None received

**c) To receive report on LDF issues affecting Swanton Morley**

Mr Atterwill reported that the recommendations of the LDF Steering Group regarding the proposed changes to the village's settlement boundaries are to be agreed by the Cabinet at Breckland District Council in February.

**d) To receive update of transfer of lands at Middleton Avenue**

The clerk reported that she had spoken with Zoe Footer and had been advised that there were 70 parcels of land in the Breckland area that had been prioritised for transfer ahead of the areas at Middleton Avenue because they had been outstanding since 2004. It had been suggested that it may help if the Parish Council were to write to Breckland District Council to request that the areas at Middleton Avenue be included in an earlier tranche. All the consultations and valuations of the land had

been done and if Breckland District Council were to wait until after the other 70 areas of land had been completed then the work on the areas of land at Swanton Morley would be obsolete. Mr Northall proposed that the clerk write to Breckland District Council requesting that these areas of land be included in an earlier tranche, seconded by Mr Fleming. Carried. The clerk is also to advise Councillor Millbank of the decision and request her support.

**e) To agree further action on land at Town Street submitted for registration**

The clerk reported that Land Registry could not tell whether the nib of land between Wayside Cottage and the footprint of the old hall was part of the village green from the map provided. She had obtained a copy of the map which formed part of the village green application which clearly shows this nib is included and this has been forwarded to Land Registry. The clerk is also to check the documentation held with Hood Vores and Allwood to see if this provides any further proof.

**f) To receive report on registration of land at Burgh Common and agree any actions necessary**

The clerk reported that, as a result of the Parish Council's counter offer to relinquish the land at Burgh Common, Land Registry had extended the deadline for negotiations with Cemex until 20<sup>th</sup> January. The clerk is to chase a response from Cemex.

**7. To Consider Request from Mr A. Milne to enter into a permanent arrangement for Right of Way over the village green.**

Discussions occurred over the potential volume of traffic over the track through the village green.

Mr Atterwill proposed enlisting the services of the District Valuation Officer to ensure that best value is achieved for the village. The District Valuation Officer is also to be requested to value the right of way for the cottage owners at Town Street amid dissatisfaction by some parties over the agreement. Seconded by Mr Marsham and carried.

The clerk is also to ask Norfolk ALC if a vehicular right of way can be obtained through long usage.

**8. To Consider Any Comments to be sent to the Boundaries Committee regarding Norfolk Structural Review**

The clerk reported that a further consultation is being held by the Boundary Committee over the possibility of a unitary authority in Norfolk. Mr Atterwill proposed that the Parish Council still favoured a single Norfolk unitary authority, seconded by Mr Westbury. Carried.

**9. Grant Funding**

**a) To receive any update on grant projects**

None received

**10. Allotments**

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

Mr Atterwill is to arrange to meet Mr Keith when the weather improves.

**11. Street Lighting**

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

Some lights have been reported to the contractor where the brackets have been vandalised. The clerk is to follow up on repairs with the contractor.

Mr Atterwill advised that, following a report from Norfolk County Council that they are proposing to turn off most street lights between midnight and 5am, he had found out that it would cost approximately £100 per column to replace the sensors. This would mean a cost of approximately £8000 to the Parish Council to do the same work in Swanton Morley and it was unlikely that the resulting reduction in electricity cost would cover this. However the clerk is to follow up with EON to see what discount they would offer. However a similar project would not be discounted in the future when this sensor technology becomes cheaper.

**b) To agree any applications to be an approved contractor for street light maintenance contract**

No applications had yet to be returned.

**12. Highways**

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

The clerk reported that Highways had visited the site of the possible collapsed drain on Town Street but found no problems, however they will do another inspection on a wet day.

It was reported that there were an increased number of cars parking on the old village hall car park.

Signage is to be addressed when the wooden rails are in place.

Mr Fleming raised concerns about the number of cars using the wrong turning from Town Street to Elsing Road. Although Highways have not addressed the matter before because this area is already heavily signed, the clerk is to raise the matter again.

The clerk reported that she had spoken with the Safer Neighbourhood Team about cars parking on the pavement.

The clerk is to check whether EDF has cut off the electricity to the phone box on Primrose Square, and also seek permission from Peddars Way Housing Association to remove the old street sign for Primrose Square as it is attached to one of their properties.

**b) To discuss proposed closure of B1147 and agree any comments for Norfolk County Council**

The clerk reported that there were to be two simultaneous road closures in February, the first for the widening of the B1147 Tuddenham Road at the junction with Dereham Road, and the second to resurface the S Bends outside Lincoln House.

The clerk is to request that whilst doing this work, Highways install some double kerbing outside 'Harrows' to prevent the erosion of this land, and also to install more signage along the B1147 to slow down traffic because the result of the wider road may speed up traffic.

The clerk is also to follow up with Bill Borrett as to the progress of the Mill Street widening project.

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

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

The clerk reported that a quote had been requested from Castle Pest Control for work on the moles in the churchyard but with no response. A further enquiry had been made to SMP Pest Control who is Breckland District Council's contractor and a site visit was due on 7<sup>th</sup> January, however it was unlikely this had gone ahead because of the poor weather. The clerk is to follow up.

Mr Atterwill reported that a very good job had been done in cutting the hedge at the burial ground by Mr Buck.

Mr Marsham recommended a working party in the burial ground when the weather improves to remove the low branch fronds from the willow trees.

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

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

Mr Atterwill reported that no meeting had been held this month. He also advised that Mr Sherlock is to be leaving the village soon so this sub committee would be short on members. However he also suggested that with the Gooseberry Hill project complete there may not be a need for this committee after the BMX track at the hall had been completed.

**b) To receive a report on anti-social behaviour reduction project**

Mr Atterwill reported that there is to be a meeting on 28<sup>th</sup> January with representatives from Breckland District Council, Norfolk County Council and Norfolk Police to discuss the results of the anti-social behaviour survey and actions to help resolve the problems that residents are experiencing.

**c) To receive update on youth provision project at the village hall**

Mr Atterwill reported that the plans had been submitted to and validated by Breckland District Council and it was hoped that planning permission would be granted in February.

**d) To receive update on landscaping of old village hall car park**

Mr Marsham will recommence work when the weather improves.

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

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

Mr Northall reported that the volunteers were due to fell the alders on Mill Common on 21<sup>st</sup> and 28<sup>th</sup> January, however there is currently standing water on the common which will only be accentuated when the snow melts. The clerk is to contact Debbie Murray and advise her of the situation and recommend that the work be postponed.

**b) To receive report on improvements to Burgh Common**

The clerk reported that Dr Dryden has advised that the funding for the boardwalk project has been secured. He currently in trying to find out whether the work can be done by the Environment Agency's own contractors, which is the preferred option, or whether it needs to be contracted out. Regardless, it is his intention to have the work completed in this financial year.

### **16. To Receive update on village sign replacement**

Councillors had received some proposed designs from Harry Stebbings. It was agreed that representations of the church, the Village Hall and the school should be on the sign as well as incorporating the figures depicted in the current sign. Insignias for the army and the RAF could then be sited in a new plinth, as well as the plaque recently received from Calor in recognition of the village's achievement of being the East of England Village of the Year 2009. The clerk is to give this feedback to Mr Stebbings.

It is hoped to get a final draft design ready for the March edition of the Mardler so the public can be informed in time for the Annual Parish Meeting.

The clerk is to obtain a price from Norfolk County Council Highway's department for two entrance signs to the village that state 'East of England Village of the Year 2009'.

**17. To agree data protection security policy and funding of £35 to secure registration with the Information Commissioner.**

The clerk has reported concerns with the Data Retention Policy recommended by Norfolk ALC and they are to investigate. To defer until February.

**18. Correspondence**

Nothing reported

*The Meeting was Suspended*

**District and County Councillors Report**

There were no reports from the District or County Councillor.

Mrs Northall queried the request for a permanent arrangement for Right of Way across the village green, whereas only a 99 year lease had been given to the cottage owners of Town Street. Mr Atterwill responded that the 99 year lease still gives the Parish Council control, and that the District Valuation Officer will give a true price of a permanent right of way.

Mrs Northall also suggested including the Lincoln connection within the proposed new village sign.

*The Meeting was Resumed*

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

- Response from Hood Vores and Allwood regarding the Right of Way across the Green
- To Consider the agenda for the Annual Parish Meeting
- Election of Vice Chairman

**20. To confirm the date & time of next meeting to be held on Monday 8<sup>th</sup> February 2010 at 7.30pm at the Village Hall.**

Carried.

The meeting closed at 9.10pm

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