

SWANTON MORLEY PARISH COUNCIL

A Meeting of Swanton Morley Parish Council was held in the Village Hall on Monday 14th September 2009. The meeting commenced at 7.30pm.

Present: Mr R. Atterwill, Mr A. Fleming, Mr G Northall, Mr S. Westbury, Mr B. Marsham, County Councillor B. Borrett and five members of the public. Also in attendance Mrs F. LeBon (clerk)

The meeting began with a minutes silence in memory of Lance Corporal Richard Brandon from the Royal Electrical and Mechanical Engineers who was attached to the Light Dragoons and was sadly killed in action in Afghanistan.

Matters Raised Under Time Allocated to the Public

None raised

The Meeting Went Into Session.

1. Apologies for Absence

Apologies were received from Mr Perry.

2. Declarations of Interest

None.

3. Minutes from Parish Council Meeting of 10th August 2009 to be accepted, initialled and signed.

Mr Westbury proposed that the minutes be accepted as a true and accurate record of the meeting, seconded by Mr Marsham. Carried. The minutes were signed by Mr Atterwill.

4. Matters Arising from Minutes of 10th August 2009.

The clerk confirmed that the council's insurance policy will cover volunteers working on behalf of the council.

In response to the LDF minor amendments consultation, the clerk is to ensure the figures for new builds in the village between 2001 and 2008 have been sent to councillors.

The clerk corrected the cost advised to councillors for a new litter bin on the village green. The correct cost is £198.50 plus VAT

5. Finance

a) Accounts to approve for payment:

The clerk reported that the grass cutting contractor had agreed to reduce his bill to £730.00 to compensate for difficulties encountered for the service of cutting the hedge around the burial ground. Mr Atterwill stressed that a revised bill would be required from the grass cutter in relation to this. Mr Atterwill proposed that the below payments be made, but the payment to the grass cutting contractor be withheld until the hedge cutting at the burial ground has been completed. Seconded by Mr Fleming and carried.

Payee	Detail	Cheque Number	Amount
Faye LeBon	Clerk's Salary	101663	£353.44
Faye LeBon	Clerk's Expenses	101663	£35.88
Norfolk Pensions	Local Government Pension Scheme	101664	£112.00
HMRC	Clerk's PAYE	101665	£88.40
EON	Street Lighting (August)	DD	£158.46
Swanton Morley Village Hall	Room Hire (May and June)	101666	£13.50
S Michlmayr & Co	Annual Maintenance of church clock	101667	£161.00
Public Works Loan	Half yearly loan repayment	101668	£8094.35
Swanton Morley Football Club	Grant for pitch marker	101669	£500.00
JP's Maintenance	Grass Cutting June/July/August	101670	£730.00
TOTAL			£10247.03

b) Income

Was reported from the following:

Received From	Detail	Amount
Swanton Morley Village Hall	Loan Repayment	£106.74
Barclays bank	Quarterly Interest	£2.58
RPA	Half yearly HLS payment	£575.90
TOTAL		£685.22

6. Planning

a) To consider responses for the following planning applications

i) 3PL/2009/0744/F – D Savage – 10 Ainsworth Close: Replace existing hedge at rear with 2m close board fence set back with a native hedge roadside

Discussions occurred as to whether the hedge would be necessary amid concerns for future maintenance. Mr Atterwill proposed that the Parish Council should have no objections to this application in principle but concerns should be raised with Breckland District Council over the necessity of the hedge. Seconded by Mr Northall and carried.

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

The clerk reported that Breckland District Council had agreed the following actions:

3PL/2009/0533/CU – Mrs F Milne, Mill Bakery, Harkers Lane. Part demolition of bakery and change of use of former bakery building into three residential units. Planning Permission granted.

3PL/2009/0562/F – C Atkin, Highfield, wood gate Lane. 1 new dwelling. Planning Permission refused on the basis that the dwelling would fall outside the settlement boundary and does not qualify for an agricultural clause.

3PL/2009/0656/F – J Colbeck Rowe, I Bedingfield Road. Improvements to front entrance and garage and erection of conservatory to side. Planning Permission granted.

3PL/2009/0653/F – Swanton Morley Parish Council re: improvements to Swanton Morley village hall. The clerk reported that the officer had recommended that these plans be approved.

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

Mr Atterwill reported that the Parish Council's response to Breckland District Council's minor amendments consultation on the LDF Core Strategy had been submitted. Mr Borrett advised that the inspectors report should be available on 30th September.

d) To agree what portion of land on Town Street should be submitted for registration with land registry

Mr Atterwill reported that he had received a letter from Mrs Andrews of Wayside Cottage, Town Street, raising concerns about the bollard that has been placed next to her property. The clerk reported that it had become evident that there was an error in the original registration of land, omitting any of the track beside the footprint of the hall, that Land Registry can look into amending as they agree that the commons map shows half of the track in Parish Council ownership. However, land registry has suggested applying to register the whole track on completion of a statement of truth for adverse possession. There would be an additional fee of £40 to pay for registering the whole track.

It was agreed that the whole track would be better in Parish Council possession so that it can be maintained. Mr Westbury proposed that the whole track be registered, seconded by Mr Fleming and carried. Mr Marsham proposed that £40 to facilitate this process, seconded by Mr Westbury and carried. Cheque number 101772 was drawn for £40.

e) To agree financing of transfer of lands at Middleton Avenue

The clerk reported that Norfolk ALC had advised that the costs associated with purchasing these lands, including legal costs, would be classed as costs associated with gaining a capital asset and could thus be taken from the capital projects fund. However, when the clerk had approached Zoe Footer at Breckland District Council to find out why the transfer of these lands was not on the Cabinet agenda for 15th September, she was advised that this report was deferred pending a review of Breckland District Council's land policy based around future planning and development needs. The clerk is to follow up with Zoe Footer to find out the timescale for this review. It was agreed to defer this item.

7. To Consider Position of Vice Chairman and Agree Training Where Necessary

There were currently no councillors in a position to accept this post. To review in the new year.

8. Grant Funding

a) To consider any applications for small grant funding

None received.

b) To receive update on proposed grant application for Swanton Morley Village Hall

Mr Atterwill reported that sealed tenders for the work on the village hall were to be opened on Wednesday 16th September at 2.30pm. The grant application and accompanying information will then be given to each councillor and it is hoped that councillors should be able to make a decision in the October Parish Council meeting.

9. Allotments

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

Nothing to report. It is anticipated that further progress will be made after the LDF has been resolved.

10. Street Lighting

a) To receive fault reports / matters for attention

None reported

b) To receive an update on street light replacement project

The clerk reported that the final energy transfers for phase one would be made by EDF Energy week commencing 28th September.

11. Highways

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

The following items were reported:

- The footpath on Manns Lane from the village hall to the school was in poor condition and there is also a collapsed manhole that has been marked out but not replaced.
- The work has started on repairing the footpath on Worthing Road. Mr Westbury raised that the equipment is not being fenced off overnight and is therefore being accessed by youngsters.

The clerk is to report these matters.

12. Churchyard & Burial Ground

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

Mr Atterwill reported that the slope in churchyard has become overgrown with nettles. The clerk is to check whether this falls part of the grass cutting contract and if so instruct the contractor that this needs attending to.

The clerk is to ask Mrs Thomas if she has been able to purchase a white rose in memory of Mr Broady.

13. 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 met on 1st September primarily to discuss teenage provision in the village. The village hall trustees are in favour of a 50m x 13m BMX track and an 8m² basketball shooting area, complete with seating and a litter bin, based at the village hall. The Parish Council would need to rent the land from the village hall for a rent of £1 per year. The project would mostly be funded by the monies recouped from the old youth club that is currently ring fenced in the village hall account.

Mr Marsham advised that he had discussed the project with Lucinda Leonard from the NRCC who questioned whether planning permission would be required for the BMX track. Mr Atterwill responded that both he and the clerk had spoken with Breckland District Council officers and on both occasions it had been confirmed that planning permission would be required.

Mr Atterwill reported that Mrs Vyse advised that there could be match funding from the Norfolk Youth Fund for the project and that she is sourcing a teenager to help complete the forms.

Mr Westbury advised that he had spoken with some of the teenagers in the village on 11th September and they are keen to see the project go ahead, however he stressed that there needed to be an understanding of the consequences of any vandalism and that equipment would not be replaced.

Mr Marsham advised that security cameras had resulted in a large reduction in vandalism in Reepham, and Mr Atterwill advised that there would be two security cameras fitted to the village hall.

b) To agree project to construct BMX track and basketball hoop at Village Hall

Mr Marsham proposed that project should go ahead, seconded by Mr Westbury. Carried.

c) To consider funding planning application for proposed BMX Track (£85.00) and agree payment

Mr Westbury proposed that the Parish Council fund this planning application, seconded by Mr Marsham. Carried.

d) To agree increase of insurance premium to cover BMX track and basketball hoop (£348.60 to be pro rata'd)

Mr Fleming proposed that the Parish Council increase its insurance premium to cover these new facilities. Any excess over and above the insurance budget should be taken from the general parish budget. Seconded by Mr Marsham and carried.

e) To agree plans to landscape old village hall car park

Mr Atterwill reported that a letter had been received from Beechwood Developments requesting that the Parish Council consider selling them more land to the rear of the new houses. They have been advised that this is not possible as the land is designated as village green. Correspondence has also been received by the cottage owners raising concerns about access to their property, but they have been reassured that the Parish Council will not renege on any aspect of the right of way agreed with them through Nicholas Hancox.

Mr Marsham advised that it would cost approximately £150 to fence the area, and that the vegetation on the bank would need to be cut back to expose the topsoil, ready for it to be grassed. The old steps would also have to be removed. Mr Marsham is also to investigate why the surface water isn't draining properly. Mr Westbury raised the possibility of planning some trees as well. A site visit was arranged for 19th September at 9.30am.

14. Commons, Open Spaces & Environmental

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

Mr Northall advised that a meeting will be called at the end of September to agree work required for the HLS on Mill Common and removing excess vegetation on Burgh Common. The clerk is to follow up with Dr Dryden from the Environment agency to see how the funding of the boardwalk project is progressing. Mr Marsham advised that the Hawk and Owl Trust are looking to possibly remove some of the alders from Mill Common.

b) To consider Brown and Co to take responsibility of completing HLS Capital Claim forms

Mr Northall proposed that Brown and Co should complete the HLS capital claim forms on behalf of the Parish Council. Seconded by Mr Marsham and carried.

c) To receive report on improvements to Burgh Common

As reported in item a).

d) To receive report of erroneous inclusion of land for sale by Cemex

The clerk advised that evidence of Parish Council ownership of some of the land that Cemex are trying to sell has been sent to Cemex's solicitors. This has been on their possession for six weeks with no response. Mr Atterwill proposed that the clerk send a strongly worded letter to Fenn Wright, the agent for Cemex advising them to remove this parcel of land from their marketing material within seven days or the council will instigate legal proceedings. Seconded by Mr Westbury and carried.

15. To Consider the Replacement of Swanton Morley Village Sign

It was agreed that the clerk should ask Harry Stebbings about local signs he has produced in various materials so the Parish Council can view them. Mr Stebbings is also to be asked to produce a no obligation pencil sketch, based upon the old sign but with new additions including signs representing the army and the RAF.

16. To agree next edition of the Mardler

The clerk distributed a draft edition to councillors and councillors are to feedback any comments or amendments prior to the weekend. Problems were identified with delivery around the Woodgate area. It was agreed that the Parish Council would pay for a young person to deliver just to the Woodgate area if necessary.

17. Correspondence

The clerk reported that the 2008/2009 accounts had been signed off. The only point made by the auditor was that a proposition was required by councillors to amend standing orders to reflect the council's decisions on the tender process. This will be placed on the agenda next month.

Mr Atterwill reported that Swanton Morley had won the Norfolk village of the year award and the judges will be coming on 8th October to judge the village. The Parish Council has won £400 in the Pride in Norfolk competition and it was suggested that this could be used to contribute to a home coming party for the Light Dragoons.

The Meeting was Suspended

District and County Councillors Report

There was no report from the District Councillor.

Councillor Borrett congratulated Swanton Morley on its success winning Norfolk village of the year and was sorry that he was unable to attend the award ceremony. When questioned, he attempted to justify the investment of taxpayers' money in commercial property, despite the recent problems with Barnham Broom. He also stressed that 90% of the councils investments with Icelandic banks should be retrieved. He will also report back on the progress of a waste recycling site for the Dereham area.

The following items were raised by the public:

- Mrs Holdsworth stressed that investigations would need to take place about the flooding behind the new houses on Town Street before any area is landscaped. Mr Atterwill confirmed that this would be done and reassured her that access would be granted as per the agreed deeds.
- Mrs Northall suggested that photos from the gardening club and of the gravel pits could be submitted to the village of the year judges. She also agreed that distribution of the Mardler should be kept separate from the village hall newsletter, and advised that there is one anonymous person who does not wish to receive the Mardler in the future.
- Mrs Eames suggested the clearing of the recycling area prior to the village of the year judges coming. She also advised that village groups will support the judging on 8th October, and that a

photographer from Norfolk County Council will be coming to the village on 16th September at 2pm to take pictures of the winning village.

The Meeting Resumed

18. Any item to be reported for the next agenda

- To update financial standing orders.
- To agree a security policy so that the Parish Council can register with the Information Commissioner under the Data protection act.

19. To confirm the date & time of next meeting to be held on Monday 12th October 2009 at 7.30pm at the Village Hall.

Carried

The meeting closed at 9.45pm

_____ (Chairman) _____ Date