

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL

SWANTON MORLEY PARISH COUNCIL

A meeting of the Parish Council was held in the Village Hall on Monday 13th March 2006. The meeting commenced at 7.30pm.

Present: Mr. J.Carrick, Mrs.R.Northall, Mr C. Clegg, Mr R. Atterwill, Mr C. Perry and Mrs Q Wood. Mr Richard Leishman of English Nature and five members of the public were also present.

1. Apologies for Absence

Mrs M Thomas & Mrs I Floering-Blackman.

2. Declarations of Interest

- Mrs R. Northall – Personal interests - Member of Swanton Morley Surgery Patient's Participation Group & Norfolk Wildlife Trust.
- Mr Atterwill – Personal interests in the Clerk's Salary and as a member of the Village Hall management Committee. Prejudicial interest in the grass cutting contract.
- Mr Carrick – Personal interest as a member of the Village Hall management Committee.
- Mr Clegg – Prejudicial interest in the Old Village Hall

3. Presentation from Mr Richard Leishman of English Nature on the management of Common Lands in Swanton Morley .

Mr Leishman outlined the management plan which had been produced by English Nature for Mill Common. He highlighted that until last year the common had been in a state of decline and that the Parish Council's actions to improve its condition over the past 12 months had been very beneficial. He now recommended grazing cattle to further improve the site and the possibilities for fencing were discussed. Mr Leishman stated that English Nature was happy to support any fencing and grant applications that may be made in relation to the common and that the Countryside Agency may fund up to 75% of any proposed stiles and gates as the Common is designated an area of public access.

Mr Carrick went on to advise Councillors that a meeting had been arranged with a representative from Cemex as the owners of land directly adjacent to Mill Common, on 23rd March to discuss proposals for fencing. Following this Roger Gibbons of the environment agency was to meet at Burgh Common to discuss the feasibility study for access improvements. All Councillors and members of the public were invited to attend.

4. Minutes from the Parish Council Meeting of February 13th to be accepted, initialled and signed.

Mr Carricks' interest in the Village Hall was changed from prejudicial to personal as guided. Following this all agreed these were a true record and they were duly signed.

5. Matters Arising from the Parish Council Meeting of 13th February 2006

- a) Mrs Wood asked if the ball had been removed from the Old Village Hall roof. It was reported that this was still in place.
- b) Mrs Northall asked for the response received from the Standards Officer in relation to her queries to be copied to each Councillor.
- c) The Clerk reported that the surveys for Affordable Housing in Swanton Morley were being printed by the NRCC and would be ready for distribution with the Annual Parish Meeting agendas.

6. Finance

a) Income Received - Receipt of £500 was noted from the Environment Agency towards a feasibility study for improving access at Burgh Common.

b) Payments for approval – Mrs Wood proposed these be approved. Mrs Northall seconded. All in favour.

Payment	Amount	Cheque No.	Comments
Clerk's Salary	£273.14	101214	
Clerk's Expenses	£63.50	101214	
Audit Commission	£434.75	101213	
H. Brett & Son	£1522.38	101218	Memorials at the Churchyard
Archant Norfolk (Retrospective)	£175.68	101212	Advertising for Clerk

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E-on	£102.57	D/D	
Membership of Norfolk Playing Fields Assoc	£25.00	101215	
Donation to Norfolk Air Ambulance	£25.00	101216	
Donation to Victim Support	£25.00	101217	
Total	£ 2647.02		

C) Discussion and approval of a sum of monies for the purchase of trees for planting at Ainsworth Close

The Clerk reported that grant monies previously available for the purchase of trees had now been withdrawn. In view of this the Council questioned the need to replace the trees. The Clerk outlined that the original agreement had been that where trees were felled, that some would be replaced. The Clerk was asked to clarify if the trees could be planted elsewhere in the village rather than at Ainsworth Close as some Councillors suggested there could be impaired vision from the road. (e.g. Gooseberry Hill play area.

7. Public Participation Session

Mrs Wood proposed the meeting be adjourned and opened to the public. Mr Clegg seconded. All in favour.

There were no comments or questions from the public.

Mrs Wood proposed the meeting be brought back into order. Mrs Northall seconded. All in favour.

8. Planning

3PL/2006/0183/F – Mr B Godfrey , 6 Thompson Close – Erection of front porch & new extension at rear

3PL/2006/0185/F – Mrs S C Wolsey, The Cottage, Gooseberry Hill – Erection of 2m high wooden fence at front (retrospective)

3PL/2006/0174/F – Mr & Mrs Aldous, 4 Rump Close – Single storey extension

3PL/2006/0235/F – Mr & Mrs Haynes, 19, Greengate – Single storey extensions to rear and side of dwelling

There were no objections to any of the above applications.

9. Highways

a) To receive fault reports/ matters for attention

- The footpath on Greengate outside Louvain and Merryfield were reported in poor condition. It was agreed this should not be reported until the forthcoming developments in the area are completed.
- Signs for Town Street and Mill Street require cleaning
- Stones on the wall outside the cottages opposite the village shop were being ejected into the road at speed. It was outlined that this bank was constructed by the Highways department.
- Mr Carrick also reported that Highways had already been approached to erect a barrier outside the shop (the same as is outside the butchers) to prevent children running out into the road.
- Mr Atterwill again reported the poor condition of the Rectory Road footpath.

10. Streetlighting

a) To receive fault reports / matters for attention

- Concrete post on Farrow Close is still in situ and requires removal.
- An outage was again reported at Little Hayes Farm .
- Mr Atterwill then gave a summary report following correspondence with Cartledge. The lights on Mason Road, Howard Close and Loombe Close were due to a fuse fault rather than a lack of supply from EDF. Mr Atterwill had investigated the fault himself and found Cartledge's diagnosis incorrect. He outlined that the service being received was very poor and gave details of a maintenance quotation obtained from T.T Jones. Mr Clegg proposed that the Clerk and Mr Atterwill should compare costs and research the service provided and, if suitable, agree a contract. Mrs Wood seconded. All in favour.
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11. Old Village Hall & Car Park - (Mr Clegg left the room for this item)

a) To receive an update report from Cllr Carrick on deregistration.

Mr Carrick highlighted that he and Mr Atterwill had met with Mr J. Keith regarding the possibility of offering the land currently ear marked for the Under 5's at the Village Hall, for exchange instead of land at Gooseberry Hill.

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He stated that there was no guarantee that DEFRA would approve and that there would be legal and financial implications. He requested permission from the Council to approach a solicitor and prepare a proposal including a deed of release of the covenant which exists on this land.

Mrs Northall enquired regarding progress with offering the site for Social Housing to Breckland Council and objected that a formal proposal regarding this latest development had not been included on the agenda. Mr Carrick stated that he and Mr Atterwill had also met with Breckland Council who were not in a position to accept the option as they are bound by the terms of the District Valuer and Audit Commission.

Mr Atterwill then offered to write a formal report detailing the outcomes of all the discussions and to place a formal proposal on the April agenda. Mrs Northall requested a plan of the area of land which was to be offered and suggested that the Village Hall Management Committee should be consulted.

All agreed to suspend the meeting to permit Mr Keith to speak from the floor. He highlighted that he was happy to try and resolve this long running issue.

Mr Atterwill asked for agreement on the draft questionnaire regarding the Old Village Hall. Mrs Northall had forwarded comments regarding both the wording of the various options to be included, and objected to the arrangement for collection as well as delivery of the questionnaires by Councillors. Mrs Northall proposed that responses should be returned to the Clerk, the Village Shop or Councillors home addresses. There followed some discussion regarding the validity of carrying out the exercise, following which Mr Carrick asked for a vote on whether the exercise should go ahead. The vote was 4:1 in favour. Mr Atterwill wished Mrs Northalls' comment be minuted stating her view that the results of the survey would be largely ignored and that any decisions regarding appropriate action would be taken by the Council.

The following amendments to the draft were agreed:

- Option 1 – Leave current wording
- Option2 – Pursue the de-registration process for the car park area and then sell the whole site in its current state, using the proceeds for the benefit of the village i.e. Capital projects
- Option 3, Delete and replace with : Place the building, in its current state, on the market for sale and pursue de-registration of the car park area.
- Option 4 - Any other suggestions

b) To discuss arrangements for the Oil Tank at the Old Village Hall

Mrs Wood asked for an update from Mr Carrick on the situation regarding the oil tank. He reported that approximately 45 litres of contaminated heating oil had been removed from the tank as this was a fire hazard. There is approximately 10/15 litres remaining. This is currently in drums at Park Farm and Mr Carrick offered to dispose of it in a safe manner. All agreed.

12. Correspondance

a) To discuss and agree the Rural Payments Agency land map changes

The Clerk outlined that the original map from the RPA was incorrect and an amended version had now been forwarded and this reflected the amendments as agreed. Mr Carrick went on to state that an entitlements statement had been received from the RPA. Further paperwork would need completing by the Clerk in due course which may delay the circulation of some documents.

Mrs Northall also noted:

- There was no financial statement with the last Village Hall Management Committee minutes
- New salary scales for the Clerk published by the NCAPTC which the Council would need to take account of.
- The litter bin on Rectory Road had kindly been replaced by Mr Marsham
- A Breckland planning meeting is due to take place on 9th May.

13. To discuss and agree in principle the order of agenda for meetings of the Parish Council

Mrs Northall proposed that agenda's be arranged so that essential routine business such as finance and planning be near the top of the agenda, followed by streetlighting, highways, old village hall and commons. Any reports from committees as well as Councillors reports should be placed nearer the end as these were often updates rather than new business requiring decisions. All were in agreement.

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14. To discuss and agree arrangements for a temporary Clerk.

It was agreed that the Clerk would circulate all applications to Councillors prior to a shortlisting meeting to be held at 7.00pm at the Village Hall on Wednesday 5th April. Interviews would take place on Wednesday 12th April from 6.30pm.

15. Youth & Playground Equipment

a) To receive an update report from Mr Atterwill on progress of the Playing Fields Sub Committee

Mr Atterwill circulated revised inspection checklists which had been revised and were now more user friendly. Decisions on grant applications are awaited.

16. Churchyard & Burial Ground

a) Update report from Mrs Thomas (Chairman)

A meeting had not taken place during the last month, however it was reported that tenders were to be issued for resurfacing of the burial ground pathways and that this should be included on the April agenda for selection of a suitable contractor.

17. Mill Common

a) To receive an update report on progress with management of the Common.

This item was dealt with under item, 3.

18. County/ District Councillors Reports

There was no report from the County Councillor.

The District Councillors report was short and outlined the forthcoming reorganisation of Local Government and the published precept figures, which Swanton Morley was one of the highest in Breckland.

19. Any Item to be Reported for the next agenda

- To discuss the points raised by the Standards Officer
- Tender decision for the resurfacing of Burial Ground Pathways
- Housing Development Proposals

24. To confirm date and time of the next meeting.

Monday 3rd April 2006 7.30pm at the Village Hall

_____ (Chairman) _____ Date