

SWANTON MORLEY PARISH COUNCIL

A meeting of the Parish Council was held in the Village Hall on Monday 2nd April 2007. The meeting commenced at 7.30pm.

Present: Mr R. Atterwill (Chairman), Mrs. R. Northall, Mrs. Q Wood, Mrs M Thomas and Mr C Perry. Mr Carrick entered late as noted.
Also in attendance: Mrs F LeBon (clerk) and six members of the public.

1. Apologies for Absence

Apologies were received from Mr C Clegg.

2. Declarations of Interest

Mrs Northall expressed a personal interest in item 15, as a member of the Patients' Participation Group.

Mrs Thomas expressed a personal interest in item 18, as a member of the village hall management committee.

3. Minutes from Parish Council Meeting of 12th March 2007 to be accepted, initialled and signed.

The clerk read out two corrections. Mrs Wood queried whether it was she who seconded item 13c. The clerk checked the written notes from the meeting and amended this to Mr Atterwill. Mrs Northall proposed these minutes be accepted. Mrs Wood seconded, all in favour.

4. Matters Arising from Minutes of 12th March 2007

The clerk reported that to date there had been no enquiries as to the use of a text messaging service. Mr Atterwill advised that he will contact the contractor about the foundation stone from the Old Village Hall.

5. Finance

a) Accounts to be approved for payment

Payment	Amount	Cheque No.	Comments
Clerk's Salary	£281.22	101293	
Clerk's Expenses	£130.73	101293	
Allianz Cornhill	£44.59	101294	Insurance of Play Equipment until renewal (£100.52), less village hall (£55.93)
NPFA	£25.00	101295	Annual Membership
EW Crane	£2820.00	101296	Gooseberry Hill Fencing
E-on	£560.66	D/D	Street lighting Electricity (Nov, Dec, Jan, Feb)
NCAPTC	£236.54	101297	Annual Membership
Breckland Council	£88.20	101298	Burial Ground Rates
Total	£4186.94		

Mr Atterwill confirmed that the amount for fencing the Gooseberry Hill playing field would come out of grant funding

Mrs Northall proposed that these amounts be paid, Mrs Thomas seconded. All in favour.

b) Income – The following items were reported:

£7743.53 – VAT for payments made 2006/2007

£5000.00 – Grant Funding from Breckland

6. Public Participation Session

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

The following points were made:

- What will happen to the wood pile on the site of the Old Village Hall? Mr Atterwill queried whether this could be used for the bonfire this year.
- Whether there was to be an election this year? Mr Atterwill responded that it depended on whether there was a minimum of eight candidates who were prepared to be nominated.

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

Mr Carrick Entered the Room

7. Planning

a) To consider the following planning applications

i) 3PL/2007/0321/F – J. Keen – Freshfields Barn, Harkers Lane – Demolition of Barn to form new dwelling and garage. - Mr Atterwill proposed that this application be objected to on the grounds that it was outside the development boundary. Mrs Wood seconded, all in favour.

ii) 3PL/2007/0438/F – Mr and Mrs Parnell Cook, The Barn, Woodgate – Proposed Extension - Mrs Wood proposed that there be no objections to this application. Mr Perry seconded, all in favour.

b) To receive a report from Mr C. Clegg on the progress of the Planning & Local Development Working Group

Mr Clegg had sent a report from the working group in advance recommending an extension of services but no general housing development. Also to consider sites at Rectory Road and Middleton Avenue for Affordable Housing.

c) To consider comments to Breckland on the LDF

It was agreed that there was not enough information to comment to Breckland about the Local Development Framework.

8. Old Village Hall & Car Park

a) To receive an update on demolition of the Old Village Hall.

Mr Atterwill reported that the demolition was complete and that an invoice had been sent to the contractor for the reclaim material. Mr Carrick advised that he will have the site clear of all other materials by Easter. He also advised against taking the wood to the village hall as it would be a danger to children.

b) To receive an update on submission of planning application

Mr Atterwill reported that Sketcher's had been instructed to proceed with submission of an outline planning application for the site and that this should be completed in the next 1-2 weeks.

c) To receive an update on the right of way for adjacent cottage owners

Mr Atterwill reported that correspondence had been received from Nicholas Hancox advising of progress and of a request from Mrs Andrews of Wayside Cottage for a second right of way.

d) To consider a request for a second access for Wayside Cottage

Mr Atterwill proposed that the Parish Council refuse this request for vehicular access. Mrs Wood seconded, all in favour. The clerk is to write to Nicholas Hancox advising him of the decision.

9. Streetlighting

a) To receive fault reports / matters for attention

The clerk is to report to TT Jones that the street light on the corner of Dereham Road and Woodgate is flickering during the day.

b) To receive an update on the proposed new streetlight for Middleton Avenue

Mr Atterwill reported that Steeles had noticed that there is one schedule missing from the Wayleave Agreement. This has been requested from EDF. Once this has been received Steeles will invoice the Parish Council for their legal fees and then instruct Breckland to sign the agreement.

10. Highways

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

The clerk is to report the following faults to the Highways Department:

- The road disintegration near the junction of Primrose Square
- Tarmac subsiding near the 'S' bends at the top of the village
- Roots growing through the new footpath going to Lincoln House
- The shabby state of the traffic island on Town Street.

Mrs Wood also provided the clerk with photographs of the worst affected areas of the village and the clerk is to also incorporate these in the report to the Highways Department.

Mrs Wood also suggested that the Parish Council look into the possibility of Bus Shelters in the village.

b) To receive an update on the proposed zebra crossing

Mr Atterwill reported that the decision has been made by the politicians and that all documentation is currently with the legal department. The Parish Council should be made aware of Norfolk County Council's decision soon.

11. Churchyard & Burial Ground

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

Mrs Thomas reported that a working party had cleared the ivy from the church wall and also made other improvements to the churchyard. She had also met with Walker's Land Management who had provided good advice on rabbit control.

With regards to the Burial Ground, the sub-committee are considering banning kerbing to assist grass cutting and also resolve the recent problems of unauthorised kerbing being laid. This is in line with the recent announcement from Dereham Town Council. Fees are also under review.

b) To consider ash interments in the open part of the churchyard

No response had yet been received from the PCC to the questions raised by the Parish Council therefore this item was deferred.

c) To consider the re-siting of uncovered headstones in the churchyard

Mr Atterwill proposed that the headstones be re-sited. Mrs Wood seconded, all in favour.

12. Youth & Playground Equipment

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

Mr Atterwill reported that Phase 1 was now complete, including the new fencing. A working party is to be arranged to repair the original chain link fence. Signs are to be erected to advise of the age suitability of the equipment and also to promote the grant bodies that have assisted in funding the project. With regards to funding, an extra £1500 has been pledged from NRCC and the project has been short listed for a grant from Cemex.

b) To discuss use of the play area at Gray Drive

It was agreed that as this land was owned by Breckland, the clerk should contact the amenities officer for this area to find out the future plans for this site.

13. Commons, Open Spaces & Environmental

a) To receive an update report from Mr J. Carrick on progress of the Working Group

Burgh Common: Fishing Improvements are still agreed but will not go ahead in the financial year that was planned. The Parish Council will not have to contribute to the capital costs but will have to maintain the area.

Mill Common: It was hoped that the proposed fencing will be erected just after Easter, and the cattle put on to graze the area by early May. They will then graze until roughly September.

Mr Perry advised that concerns had been raised about the land by Waterfall Bridges being left very untidy by children and teenagers.

14. Community Car

a) To receive an update on the Community Car Project

Mrs Northall reported Breckland had provided written confirmation about match funding the Community Car Scheme. A guide to assist volunteer car drivers should also be available in April. It was requested that the appointment of an organiser and deputy organiser be put on the agenda for May, as it must be an appointment by the Parish Council.

15. To agree to a request for the Parish Council to be represented on the Swanton Morley Surgery Patients' Participation Group.

Mrs Northall reported that the Patients' Participation Group has its first Annual Meeting in May and would like to put in its constitution that there should be a Parish Council representative as part of the group.

Mr Atterwill reported that he had met with Penny Louch, the lead practitioner at the surgery who had informed him that a promotional leaflet had been produced to inform people of the services Swanton Morley Surgery provides. Despite the popularity of the surgery, there still remains spaces for patients. It was agreed that the surgery was a great asset to the village and that the promotional literature should be delivered along with the APM agenda.

Mrs Northall proposed that the Parish Council should be represented on the Patients' Participation Group. Mr Atterwill seconded. There were five votes in favour, with Mrs Thomas abstaining due to a declared interest in the matter.

16. To agree agenda for Annual Parish Meeting on 16th April 2007

The agenda was agreed. Amendments were also requested to the distribution list and the clerk is to take these into account before requesting distribution.

17. Training

To authorise purchase of 19th Edition of the Parish Councillors Guide (£15.50)

Mr Atterwill proposed this be authorised. Mrs Wood seconded, all in favour.

18. To Receive a Report on the Meeting with the Village Hall Management Committee

Mr Carrick reported that a meeting had taken place of selected parties with an interest in the village hall. This was to discuss the future of the hall and where potential funds should be invested. It was agreed that the hall isn't being used enough by outside hirers and the matters of acoustics, entrances and disability access should be addressed. Officers have been identified for the next financial year, but as yet a chairman had not volunteered.

Mr Atterwill reported that there is a problem with finances at the moment with this year running at a deficit of £2000. This will be compounded should the Under 5's group find alternative accommodation. If the village hall management committee would consider becoming a sub committee of the Parish Council, then there would be savings in areas such as VAT. Mr Atterwill urged the Village Hall Management Committee to think seriously about this proposal as there would be a possibility that the Parish Council may be forced to take on the work should the committee fall into great financial difficulties.

It was unknown whether the social club had a constitution independent from the Village Hall Management Committee.

19. Correspondence

Mr Atterwill followed up on comments made about Health and Safety procedures being used as working documents, saying that this Parish Council needs to use these procedures more stringently. He also advised that he had provided the clerk with the tender process used by Norfolk County Council and suggested that some of these methods be incorporated with the Parish Council's tender process.

20. Chairman's report from N.C.A.P.T.C.

Mr Atterwill reported that NCAPTC still remain concerned about Norwich City Council's bid for unitary status and still opposes this action. A report was also received from the Police Community Support Officers about their coverage of the area.

21. County / District Councillors' Reports

Mr Carrick, as District Councillor, reported the following:

- New Councillors elected after on 3rd May will receive heavy training.
- On 3rd April there will be a meeting of coordinators for Community Emergency Plans
- Breckland has been chosen to pilot an 'e-counting' scheme to count ballot papers. The results should be known by 4th May in the afternoon.
- Staff are unhappy about PRP
- A new Chief Executive has been appointed.

22. Any Item to be Reported for the next agenda

- To appoint an organiser and deputy organiser for the Community Car Scheme
- To formally appoint a Parish Council representative for the Patients' Participation Group.

23. Public Participation Summary Session

The following points were made:

- Endorsements were made of the work done by Swanton Morley Surgery.
- That the LDF presentation held at Dereham Library was poor.
- That the Parish Council had already conceded enough land at the village green for the adjacent cottage owners.

- That a document had been sent to Nicholas Hancox advising that the land in question was not village green.
- The electric organ that was being stored at the village hall was no longer there.
- That Mr Atterwill will address the matter of the wood pile on the site of the Old Village Hall.

24. To confirm the date & time of next meeting to be held on Monday 14th May 2007 at 7.30pm at the Village Hall.

All in Favour.

The meeting closed at 9.35pm

_____ (Chairman) _____ Date