

SWANTON MORLEY PARISH COUNCIL

A meeting of Swanton Morley Parish Council was held in the Village Hall on Monday 11th February 2008. The meeting commenced at 7.30pm.

Present: Mr R. Atterwill (Chair), Mr C. Perry, Mrs J Andrews, Mr G Northall, Mrs L. Vyse and Mrs J Walden. Also in attendance were County Councillor Mrs Ingrid Floering-Blackman, District Councillor Mrs Kate Millbank, six members of the public and Mrs F. LeBon (clerk)

The following items were raised under Time Allocated to the Public

- Who the responsibility lies with for the recycling area, as the village hall regularly receive complaints. It was agreed that as the Parish Council receive the income from the area they should therefore take responsibility. The clerk is to contact Breckland District Council to find out more information on size and type of bins available. The Parish Council will also consider improving the signage to ensure that users know exactly what is allowed to be deposited in the bins.
- Objections were raised to the planning applications at the Mill Bakery due to the lack of compatibility with the surrounding area.
- Mrs Millbank reported that she had arranged for either Andrea Long or David Spencer to attend the Annual Parish Meeting to answer Parishioner's questions on the LDF.

The Meeting Went Into Session

1. Apologies for absence

Apologies were received from Mrs M Thomas.

2. Declarations of Interest

Mr Atterwill declared a personal interest in item 12

Mr Perry declared a personal interest in item 12

Mrs Andrews declared a personal interest in items 9ai and 9aii.

Mrs Vyse declared a personal interest in items 9ai and 9aii.

Mrs Walden declared a personal interest in items 9ai and 9aii.

3. Minutes from Parish Council Meeting of 14th January 2008 to be accepted, initialled and signed.

Mr Perry proposed that these minutes be accepted, Mrs Andrews seconded. All in favour. Mr Atterwill signed the minutes as a true and accurate record of this meeting.

4. Matters Arising from Minutes of 14th January 2008

Mr Northall reported that a concrete column on Hilton Road still remains despite the new light now working. The clerk is to report this to TT Jones. Mrs Walden queried whether TT Jones had been contacted regarding amendments to the price of their maintenance contract. Mr Atterwill and the clerk are to speak with TT Jones prior to the next contractual year commencing in April.

5. Minutes from Parish Council Meeting of 30th January 2008 to be accepted, initialled and signed.

Mrs Vyse proposed that these minutes be accepted, Mr Perry seconded. There were four votes in favour with two abstentions due to absence from this meeting. Mr Atterwill signed the minutes as a true and accurate record of this meeting.

6. Matters Arising from Minutes of 30th January 2008

None

7. Finance

a) Accounts to approve for payment:

The following accounts were proposed for payment:

Payee	Detail	Cheque Number	Amount
Faye LeBon	Clerk's Salary	101405	£249.69
Faye LeBon	Clerk's Expenses	101405	£42.77
Norfolk Pensions	Local Government Pension Scheme	101406	£81.04
HMRC	Clerk's Income Tax	101407	£70.40
Eastern Office Equip.	Parish Council Expenses (Printing of Mardler)	101408	£7.98

Audit Commission	2006/2007 Audit	101409	£470.00
TT Jones	Repairs and Quarterly Maintenance	101410	£504.37
TT Jones	Replacement of 12no. wooden columns	101411	£8460.00
EON	Street Lighting Electricity (January)	DD	£140.34
TOTAL			£10026.59

Mr Atterwill proposed an amendment, that the above amounts be authorised for payment, but the cheque payable to TT Jones for the street light replacement project should not be released until all previous works on the street lighting project performed by TT Jones have been completed to satisfaction.

Mrs Walden proposed an amendment to the proposal that no payment should be authorised for TT Jones until EDF have made the electricity transfers. Seconded by Mr Northall. There were 2 votes in favour and four against.

The amendment from Mr Atterwill was seconded by Mrs Vyse. There were five votes in favour and one against.

Mr Atterwill proposed that all accounts, as amended, be approved for payment. Seconded by Mr Perry. There were five votes in favour and one against.

b) Income

The following income was reported:

Received From	Detail	Amount
RPA	Single Payment Scheme	£211.27
Town St Cottage Owners	Payment for Right of Way Across Village Green	£1000.00
Abbey Memorials	Memorial Fees Butters	£100.00
TOTAL		£1311.27

8. To Receive a Proposal to Update Standing Orders

Mr Northall proposed that the new Standing Orders, with the addition of text from the previous version relating to circulation of correspondence and the exclusion of item 61a relating to inspection of lands, be accepted. Seconded by Mrs Andrews, all in favour.

9. Planning

a) To consider the following planning applications

i) 3PL/2007/1942/F – FJ Milne, Mill House, Harkers Lane

Part demolition of bakery & change of use of former bakery building into two residential units

Mr Atterwill proposed that the Parish Council object to this application on the grounds that it breaks planning policy by submitting two applications (on the suspicion that the applicants are trying to avoid providing the village with affordable housing) and that one of the designated access routes crosses the village green. Seconded by Mr Perry. There were four votes in favour and two abstentions.

ii) 3PL/2007/1943/F – Al Milne, Mill Bakery, Harkers Lane

Part demolition of bakery & outbuildings and erection of 4no three bedroom dwellings

Mr Atterwill proposed that the Parish Council object to this application on the grounds that it breaks planning policy by submitting two applications (on the suspicion that the applicants are trying to avoid providing the village with affordable housing) and that one of the designated access routes crosses the village green and that the design of the dwellings are out of character with this area of the village, especially the roofline. Seconded by Mr Perry. There were four votes in favour and two abstentions.

iii) 3PL/2007/1986/D – Beechwood Developments – Old Village Hall Site – Town Street

Amendment to Application

Mrs Andrews proposed that there be no objections to this amendment, seconded by Mr Perry. There were five votes in favour and one abstention.

10. Local Development Framework

a) To receive a report on meeting at Breckland District Council on 5th February

Mr Atterwill reported that he, Mr Northall and the clerk had attended a meeting at Breckland Council on 5th February for villages designated as Local Service Centres. Swanton Morley has been designated as a Local Service Centre for Growth by Breckland Council under the Local Development Framework with a proposed designation of fifty additional houses over the next eighteen years. Under this category Swanton Morley will be looked favourably upon when funding is available for village projects and when improvements are being considered for local services. This housing allocation is unlikely to be placed in one development and site specific allocations will be discussed from the end of April.

b) To consider public meeting to discuss options under the LDF

Mrs Millbank has arranged for a representative of Breckland Council to attend the Annual Parish Meeting to do a presentation on the LDF and answer Parishioner's questions. The clerk is to advertise this in The Mardler.

c) To agree any comments for the consultation on the LDF

Mr Northall stressed that the Council must ensure all main service facilities remain. Mr Atterwill added that facilities could also be improved, such as the creation of an all weather sports pitch. Councillors are to email their comments to the clerk by 1st March and the clerk will collate and submit them.

11. To agree actions resulting from Risk Assessments

The clerk read out suggestions. These are to be circulated and added as an agenda item for next meeting.

12. Village Hall

a) To receive an update report on the management of the village hall

Mr Perry reported that he and Mr Atterwill had met with the Social Club. The Social Club has agreed to have a role in the running of the hall and gave an immediate donation of £1000. An agreement in principal was made to donate approximately £750 per quarter to the hall but this is to be confirmed at the AGM on 7th March (to which all Councillors were invited). The Social Club will also provide accounts to the Council on a half yearly basis. They will also discuss the donation of excess profits (above the cost of improvements to the Social Club) after the AGM.

The Village Hall Management Committee has agreed to pursue a draft change to the Constitution which is to be put forward to the Charities Commission, which will remove the liability from individual trustees and place liability on the Parish Council as a corporate body.

Mr Northall requested details of income and expenditure for the hall. Mrs Walden stressed that where possible this should be done on the current year. She also requested written confirmation that the Social Club will contribute to the running of the hall, prior to releasing the monies budgeted for in the precept.

13. To Agree Agenda for Annual Parish Meeting 14th April 2008

This is to be confirmed at the next meeting. The clerk is to place a copy of the budget on the back of the agenda.

14. Street Lighting

a) To receive fault reports / matters for attention

Mr Northall reported that a concrete column on Hilton Road had not been removed and Mr Atterwill reported that some of the new steel columns had not been tightened correctly. The clerk is to report these to TT Jones prior to the release of the latest project payment.

b) To receive an update on street lighting project

Mr Atterwill reported that TT Jones were unable to change the street light outside 'Horseshoe Cottage' in Woodgate due to a dispute with the owner. TT Jones has suggested that the new light would be better placed outside 'Walnut Lea'.

c) To receive proposal to replace street lights that do not form part of current project

Following Councillors visiting the areas that required street lights moving, it was agreed that all lights originally agreed to be moved should be, with the exception of one on Ainsworth Close that should be removed, Mrs Walden proposed that lights on Rectory Road should have stronger lamps and be reviewed to see if this gives sufficient lighting, seconded by Mr Northall. There were four votes in favour and two against. The clerk is to arrange for this to go to tender.

15. Highways

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

Mr Atterwill is to meet with Jason Glasspoole on 20th February to review highways issues in the village that require attention.

b) To consider response to Norfolk County Council with reference to traffic management into the village from Mill Street

The clerk is to write to Norfolk County Council agreeing to their proposals for the management of potentially speeding traffic as a result of the Mill Street widening project.

c) To consider the purchase of a new dog bin for Woodgate Lane

The clerk advised that the best value dog bin was £115.99. Mr Atterwill proposed that this bin be purchased, seconded by Mrs Vyse. All in favour.

16. Quality Council

a) To receive an update on the Quality Council Project

The clerk reported that she had met with Mike Grayley from NCAPTC and a date of 25th April had been agreed for the submission of the Quality Portfolio. The information point for the village hall had been purchased and Mr Atterwill had volunteered to install this.

17. Churchyard & Burial Ground

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

In the absence of Mrs Thomas, Mr Atterwill reported that the turf had been dug for the memorial garden. Mr Northall proposed that some 4 x 1 inch tanalised timber should be purchased to neaten and support the edged area. Seconded by Mrs Vyse. All in favour.

b) To receive a proposal to install a new footpath in the Burial Ground.

Mr Atterwill reported that a new pathway was required in the Burial Ground because there was only limited space left in the current row. In the 2004 Disability Audit it was recommended that a fibredec pathway should be used and only May Gurney hold the licence to lay this. The quote received from May Gurney was £6434.00 plus VAT.

It was agreed that the grants procedure should be completed first prior to using any monies from the sale of the old village hall land and that this should be an agenda item next month.

18. Youth & Playground Equipment

a) To receive an update report on progress of the Sub Committee.

Mr Atterwill reported that he, Mr Perry and Mr Sherlock had planted the silver birch trees. The clerk reported that this had caused a small problem with the grass cutting contractor, in that there was less space for larger machinery to be manoeuvred and more strimming required and he had requested an extra £2 per cut, which was within budget. Mrs Vyse proposed that this be accepted, seconded by Mr Perry. All in favour.

A working party had been arranged to tidy the village green. The clerk is to write to Mr Milne requesting that the tree debris on the green resulting from the recent felling on his land be removed.

b) To receive a proposal to purchase an aerial slide for the Gooseberry Hill site

Further to receiving confirmation that the Parish Council had been successful in obtaining a £12,500 grant from Cemex, Mr Atterwill proposed that an aerial slide be purchased at a cost of £10,516.25 (inclusive of VAT as it cannot be reclaimed). Seconded by Mrs Vyse, all in favour.

c) To receive a proposal to install new fencing on the Gooseberry Hill site.

Mr Atterwill advised that the Playing Fields Sub Committee had gone out to tender for the replacement of fencing at Gooseberry Hill and installation of fencing at the far end of the field to prevent children going near the barbed wire. The residual grant money (totalling £1983.75) was to be used with the remaining £3719.97 being made up from funds from the sale of the old village hall land. It was stressed that the current fencing posed a substantial health and safety issue. Mr Atterwill proposed that the cheapest contractor be instructed to replace the current fencing and posts and install new fencing at the far end of the field. Seconded by Mr Perry. The vote was three in favour and three against with The Chair using his casting vote to carry the proposal.

Mr Atterwill reported that Miss Woolnough had done much work on available grant funding for the proposed all weather sports pitch and the results were encouraging. Mrs Vyse thanked the sub committee for their hard work to date.

It was Agreed that the Meeting Should be Extended Beyond 9.45pm

19. Commons, Open Spaces & Environmental

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

Mr Northall reported that working parties had been arranged for 23rd February and the first week in March for Mill Common.

When Holkham Lake was sold to the fly fishermen a permissive path around it was agreed with NCC. This failed to happen when the Dereham fishermen bought the other lakes. This means that the proposed path around the site is incomplete. Norfolk County Council is investigating.

The clerk reported that the Environment Agency hoped that work will soon begin to improve access for fishing in the River Wensum adjacent to Burgh Common. An engineering survey is to be performed to ensure that machinery needed to create the riffles and glides safely can cross the Bailey Bridge. Representatives from the Norfolk Archaeology Unit will also need to be present when work commences as important archaeological finds were made in the past.

Under environmental issues, the clerk is to find out if the bottle bins sited at the village hall are of an adequate size and the availability of larger bins from Breckland council.

20. Correspondence

Mr Atterwill reported that he had been approached by a parishioner showing an interest in having allotments in the village. He requested that the clerk try to establish what interest there would be in allotments via the Mardler.

The clerk reported that she would be meeting with Breckland District Council on 25th February to discuss their Charter with Parish Councils, and also with PCSO Angela Powells on 13th February and asked any Councillors if they wanted items raising to let her know.

The meeting was suspended.

District Councillor's Report

Mrs Millbank reported that the local media had met to discuss the proposed unitary boundaries and had agreed that the whole project was a waste of public money.

Breckland District Council was encouraging all parishes to run events to celebrate the Cultural Olympiad on 24th August. Breckland are also organising a dance for 14-17 year olds on 27th May to be held at Splitz nightclub. Two pick up and drop off points for coaches were suggested in the village.

County Councillor's Report

Mrs Floering-Blackman reported that a new Governor had been appointed for Swanton Morley school and she was currently receiving training. She requested that Mr Atterwill ask Jason Glasspoole about the poor repairs on the Tuddenham Road, and raised concerns about Ministers interfering in the work of the Boundaries Commission.

Public Comments

The following items were reported:

- There were concerns that if the Parish Council were to provide allotments for the village that they would be vandalised.
- That the Social Club were meeting on 22nd February and their AGM is on 7th March and all Parish Councillors are invited.

The meeting resumed

21. Any item to be reported for the next agenda

- Risk Assessments
- Grant Forms
- The Mardler
- Burial Ground Pathway

22. To confirm the date & time of next meeting to be held on Monday 10th March 2008 at 7.30pm at the Village Hall.

All in favour.

23. Resolution to Exclude the Public from Section 24 of this Meeting as the Discussion Relates to the Terms of Service of an Employee

Mrs Vyse proposed that the public be excluded from this section of the meeting, seconded by Mr Perry. All in favour.

The clerk left the room

24. To agree amendments to clerk's contract of employment

Mr Atterwill proposed that the amended contract of employment be accepted and issued to the clerk, Mr Perry seconded. All in favour. Mrs Walden asked that it be noted that she is unhappy with the level of pay award.

_____ (Chairman) _____ Date