

SWANTON MORLEY PARISH COUNCIL

A meeting of Swanton Morley Parish Council was held in the Village Hall on Monday 14th January 2008. The meeting commenced at 7.30pm.

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

The following items were raised under Public Participation

- A query was raised over the Parish Council's response to Breckland District Council about the village's position on the Local Development Framework. Mrs Millbank confirmed that Breckland District Council had categorised Swanton Morley as a Local Service Centre for service provision only. Mr Atterwill added that he had spoken with Ann Steward, the member responsible for the LDF and she will assist with an open forum for the village to take Parishioner's views and answer any questions.
- Assurances were sought that village groups would be invited to apply for grant funding from the sale of the land on which the old village hall stood. These assurances were given and it was reiterated that the fact that funding would be available for local groups had already been widely publicised.
- A query was raised over the funds received from the sale of the old village hall land. The clerk responded that funds received in December were £500 less than the purchase price because an initial deposit had been received when the purchase was agreed to cover any legal expenses should the sale fall through.
- Concerns were raised over the proposed bus route in Dereham.

It was Agreed that the County and District Councillors Reports Should be Received at This Point

District Councillor's Report

Mrs Millbank reported the following:

- That District Council tax for 2008/2009 should only rise in line with inflation.
- Investigations were taking place into a possible waste food collection in 2009/2010.
- No decision had yet been reached on unitary councils in the region.
- A site had been earmarked for a new recycling/waste disposal area but the location has yet to be disclosed.

County Councillor's Report

Mrs Floering-Blackman reported the following:

- That the speed limit extension had been agreed to incorporate part of Woodgate Lane.
- Compliments were given for the cost effective way that the Parish Council had addressed the street lighting replacement project.
- The Norfolk County Council budget had been set and a copy would be sent to the clerk.
- Greater support would be given to 'people driven' services such as services for children and adult social services. Mr Atterwill is to further discuss with Mrs Floering-Blackman as to how social services for the elderly are not sufficient for people in the village.
- That the Highways Department had been informed of the insufficient repairs to the Tuddenham Road.

1. Apologies for absence

None received

2. Declarations of Interest

Mr Atterwill declared a prejudicial interest in item 8a ii and a personal interest in item 9.

Mrs Walden declared a personal interest in item 10b.

Mr Northall declared a prejudicial interest in item 6a.

Mr Perry declared a personal interest in item 9.

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

Mr Perry proposed that these minutes be accepted, Mr Northall seconded. There were four votes in favour with Mrs Thomas abstaining due to non attendance at this meeting. Mr Atterwill signed the minutes as a true and accurate record of this meeting.

4. Matters Arising from Minutes of 10th December 2007

Mr Atterwill reported that he had not had the chance to address the issue of the damaged notice board on Manns Lane.

5. To Receive an Update on Co-option Process for New Councillors

Mr Atterwill reported that two applications had been received for the vacant positions on the council, from Mrs Lorna Vyse and Mrs Judy Andrews. Mr Atterwill proposed that the motion be amended to co-opt councillors to the vacant positions. Mrs Thomas seconded. There were four votes in favour with Mr Northall voting against due to the opinion that the motion could not be amended.

Mr Atterwill proposed that Mrs Lorna Vyse and Mrs Judy Andrews be co-opted onto the council. Mrs Thomas seconded. There were four votes in favour with Mr Northall voting against due to the opinion that the motion should not have been amended.

Mrs Vyse and Mrs Andrews signed their Declarations of Acceptance of Office and took their places on the council.

Mr Northall Left the Room

6. Finance

a) Accounts to approve for payment:

The clerk read out an amendment to the payment to Mr R Godfrey. Mr Atterwill gave assurances that all street lights replaced in the first phase were operative. Discussions are to occur as to whether the full maintenance contract would be required on the new lights in 2008. Mrs Thomas proposed that the following payments be authorised, seconded by Mrs Walden. All in favour

Payee	Detail	Cheque Number	Amount
Faye LeBon	Clerk's Salary	101389	£249.69
Faye LeBon	Clerk's Expenses	101389	£36.68
Norfolk Pensions	Local Government Pension Scheme	101390	£81.04
HMRC	Clerk's Income Tax	101391	£70.40
Eastern Office Equip.	Parish Council Expenses (Printing of Mardler)	101392	£60.00
Staples	Parish Council Expenses (Ink)	101393	£19.99
Mr R Godfrey	Community Car Mileage	101394	£6.68
Mr N O'Brien	Community Car Mileage	101395	£30.50
Mrs M Newland	Community Car Mileage	101396	£16.80
Mr G Northall	Community Car Mileage	101397	£12.70
Mr G Thorpe	Community Car Mileage	101398	£22.54
Ms J Spauls	Community Car Mileage	101399	£16.80
Linpac	2 x Litter Bins	101400	£397.15
Adventure Playgrounds	2 x Kickwalls	101401	£1174.42
TT Jones	12no EDF Transfers (£4018.50) Removal of column Thompson Close (£494.39) 13no Column Replacements (£9165.00)	101402	£13677.89
Abbots	Estate Agents fees	Deducted from sale proceeds	£2041.56
Hood Vores and Allwood	Solicitors fees	Deducted from sale proceeds	£587.63
EON	Street Lighting Electricity (December)	DD	£140.34
J Keith	Leasehold of Land	Standing Order	£1.00
TOTAL			£18643.81

Mr Northall Re-entered the Room

b) Income

The following income was reported:

Received From	Detail	Amount
HMRC	VAT Reclaim	£7172.39
Hood Vores and Allwood	Deposit for sale of land	£13900.00
Hood Vores and Allwood	Gross Sale proceeds	£124600.00
Breckland District Council	Community Car Mileage Contribution	£53.01

TOTAL	£145725.40
--------------	-------------------

c) To agree to recommendations from the Audit Commission after completion of 2006/2007 Audit

The clerk reported that the external audit had been completed, with the recommendations of increasing the Fidelity Guarantee insurance to £34,900 and to review the parish risk assessments on an annual basis. Mr Atterwill proposed that these should be actioned as advised, seconded by Mrs Thomas. All in favour.

7. To Receive a Proposal to Update Standing Orders

The clerk explained the reasoning behind amending the Standing Orders to better reflect the 2005 model from NCAPTC. Mr Northall raised concerns that the circulating of correspondence had been omitted and it was agreed that this should be added. The clerk is to seek further clarification of item 61a with NCAPTC. This is to be raised as an agenda item at the next meeting.

8. Planning

a) To consider the following planning applications

i) 3PL/2007/1991/F – Mr and Mrs Newland – 6 Wensum Gardens - Proposed Extension and New Garage

Mrs Walden proposed that there be no objections to this application, seconded by Mrs Thomas. There were five votes in favour and two abstentions.

Mr Atterwill Left the Room Passing the Chair to Mr Perry

ii) 3PL/2007/2021/F – Mr and Mrs D Atterwill – 1 Thompson Close - Proposed 1st Floor Extension.

Mrs Walden proposed that there be no objections to this application, seconded by Mrs Thomas. There were five votes in favour and two abstentions.

Mr Atterwill Re-entered the Room and Took Back Position of Chair

iii) 3PL/2007/1986/D – Beechwood Developments – Old Village Hall Site – Town Street - Proposed 2no. starter dwellings

Mr Atterwill proposed that there be no objections to this application, but comments are to be sent to Breckland District Council that the original outline planning application submitted by the Parish Council must be referred to, especially in relation to vehicular access to the properties. Seconded by Mrs Thomas. There were four votes in favour and three abstentions. The clerk is to speak with Sketchers to see if a commemorative stone could be built into the development.

iv) 3PL/2007/2054/F – Carrick and Son – Hunter’s Hall - Proposed Extension

Mr Northall proposed that there be no objections to this application, seconded by Mrs Walden. There were five votes in favour and two abstentions.

v) 3PL/2007/2056/F – J Carrick T/as Darbys - Conservatory Extension and Covered Patio Area

This application was considered in conjunction with application 3PL/2008/0012/LB which considered the alteration to a listed building. Mr Atterwill proposed that there be no objections to either application, seconded by Mrs Thomas. There were five votes in favour and two abstentions.

b) To receive a report on meeting of 9th Jan with reference to potential affordable housing site.

Mr Atterwill reported that he, Mr Northall, Mrs Walden and Mr Perry had met with representatives from Broadland Housing Association, Breckland District Council and the Norfolk Rural Community Council to discuss potential sites for affordable housing under a s106 agreement. Sites on Manns Lane, the middle camp area and behind Darbys were visited. A response is awaited from Broadland Housing Association.

c) To discuss potential of taking on land from Breckland District Council

No further action is to be taken on this at present because some of the lands discussed were identified for potential affordable housing sites.

9. Village Hall

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

Mr Perry reported that the village hall management committee had met on 5th January. There were many bookings over the Christmas period and monies had been banked promptly. Ideas had also been discussed for fund raising. A contractor had been appointed to repair the roof, and the Under 5’s group would like to re-open negotiations for having their own premises on site. It was agreed that the Parish Council could have its information point in the lobby.

b) To consider whether Parish Council members would be prepared to act as Trustees and thus have the village hall run effectively as a Sub Committee

Mrs Walden explained that the Charities Commission would not allow the Parish Council to 'own' the village hall but members of the Parish Council could replace the current village hall management committee. The Parish Council would be listed as a management trustee as a corporate body. The clerk explained that a dispensation could be granted by Breckland District Council so that members of the Parish Council could vote on village hall matters. Mr Atterwill explained that current volunteers could sit on the sub-committee and the burden of administration would be reduced. Mrs Vyse stressed the benefits of having a community worker to assist with this project. It was agreed that this be further discussed by the Village Hall Management Committee and then brought before the public at the Annual Parish Meeting.

10. Old Village Hall & Car Park

a) To agree rules on grants given from proceeds of sale of land.

The clerk had spoken with Breckland District Council to discuss criteria for grant applications. Ideas are to be circulated to Councillors for further discussion.

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

Signed contracts and payment had been received from the cottage owners completing the arrangement.

11. To discuss potential Parish Council projects utilising funds from sale of land

Mr Atterwill listed four potential projects.

- The moving of the remaining street lighting columns.
- Improvement of the Recycling Area
- An additional footpath in the Burial Ground.
- Replacement of the fencing on Gooseberry Hill.

Councillors are to visit these areas and further discuss.

12. Street Lighting

a) To receive fault reports / matters for attention

The clerk reported that the street light on Manns Lane had been shot with an air gun. This had been reported to the police.

b) To receive an update on street lighting project

Mr Atterwill reported that the first phase of light replacements had completed and were operative. The second transfer should take place within the next week and TT Jones will then begin the third phase.

13. Highways

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

The following Highways issues are to be reported to Norfolk County Council:

- Traffic turning right onto Primrose Hill is cutting the corner and the surfacing of Primrose Hill needs addressing.
- Footpath from Lincoln Close to the pedestrian crossing is not adequate for a wheelchair due to tree roots breaking up the pavement.
- Flooding on Greengate.
- Pavement outside the school is still in need of repair.
- Vehicle Activated Signs on Rectory Road are still not working.

b) To consider response to Norfolk County Council with reference to the Mill Street Widening Project.

The Parish Council agreed with the feasibility study for the project, but the clerk is to request that some sort of speed management project be incorporated to stop traffic speeding into the village.

14. Quality Council

a) To receive an update on the Quality Council Project

The clerk had attained the CiLCA qualification. Mr Atterwill had made contact with NCAPTC about profiling of the council and they are arranging a convenient date with the SLCC.

Mr Atterwill is meeting with the Friendship Club to improve communications between the Parish Council and this group and promote the Council's work.

The clerk reported that she has agreed to form part of a working group to agree a standards charter between parishes and Breckland District Council. The draft of this charter puts a lot of emphasis on Quality Councils, allowing them the opportunity of taking powers from Breckland and taking part in consultations and pilot schemes.

15. Churchyard & Burial Ground

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

The sub committee had not met this month so there was no report.

b) To consider response to Mr Carrick regarding licence for land on which the Disabled Access ramp stands

It was agreed that the licence offered to the council by Mr Carrick was not adequate. Mr Northall also raised concerns that there was no official right of way across the car park to get to the ramp. The clerk is to communicate the Parish Council's decision to the Friends of All Saints Church, stressing that the Parish Council will not accept any responsibility for maintenance of the ramp until the legal issues are resolved.

c) To agree expenditure for repair of unstable memorials in churchyard

The clerk reported that the only quotation received for the repair of the unstable memorials was for £350 plus VAT. Mr Atterwill proposed that the Parish Council proceed, seconded by Mrs Thomas. All in favour. The clerk is to write to the PCC to try to find the respective relatives to advise them that the work is to be done.

16. Youth & Playground Equipment

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

Mr Atterwill reported that the kickwalls had been installed on the Gooseberry Hill playing field. Further discussions were had about the possibility of an all weather sports pitch and also a teenage shelter. Funding options are also being investigated. Once it is agreed that these projects are feasible, young people are to be invited to get involved.

Mr Atterwill had sourced five silver birch trees at £20 each and proposed that these be purchased, seconded by Mrs Thomas. All in favour. The clerk is to investigate whether trees promised by Norfolk County Council to replace those removed from Ainsworth Close can be used on Gooseberry Hill.

Mr Atterwill is to be a guest speaker at seminars to be held by the Norfolk Rural Community Council, speaking about the success of the Gooseberry Hill project.

17. Commons, Open Spaces & Environmental

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

Mr Northall reported that he had met with the Dereham Fishermen to discuss the matter of the Mill Common fencing being on their land. The clerk is to write to the fishermen to acknowledge that the fencing is on their land.

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

Concerns were raised over the lack of permissive pathway on the deeds for the fishermen. This needs to be resolved with the help of Norfolk County Council.

Correspondence had been received about the ELS and HLS schemes. There was confusion over the decision to remove the management plans from the ELS, as this is where a significant part of the commons income comes from. Discussions also occurred about whether the Parish Council still needed to utilise the services of Brown and Co.

18. Correspondence

Nothing that was not already on circulation

The meeting was suspended.

Public Participation Summary

The following items were reported:

- That there was a rumour that the windmill was to be demolished. The Parish Council has no knowledge of this.

The meeting resumed

19. Any item to be reported for the next agenda

- Review of Standing Orders
- Agenda for Annual Parish Meeting
- Display of Pride in Norfolk Plaque

20. To confirm the date & time of next meeting to be held on Monday 11th February 2008 at 7.30pm at the Village Hall.

All in favour.

The meeting closed at 10.05pm

_____ (Chairman) _____ Date