

SWANTON MORLEY PARISH COUNCIL

A Meeting of Swanton Morley Parish Council was held in the Village Hall on Monday 12th January 2009. The meeting commenced at 7.30pm.

Present: Mr R. Atterwill, Mr G Northall, Mr S. Westbury, Mr C. Perry, Mr B. Marsham, Mrs M. Thomas and six members of the public. Also in attendance Mrs F. LeBon (clerk)

Matters Raised Under Time Allocated to the Public

- That the recycling area is in urgent need of tidying

The Meeting Went Into Session.

1. Apologies for Absence

Apologies were received from Councillor Millbank

2. Declarations of Interest

None

3. Minutes from Parish Council Meeting of 8th December 2008 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 Perry. Carried.

4. Matters Arising from Minutes of 8th December 2008.

None raised

5. Minutes from Parish Council Meeting of 16th December 2008 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 Mrs Thomas. Carried.

6. Matters Arising from Minutes of 16th December 2008.

None raised

7. Finance

a) Accounts to approve for payment:

The clerk read out an amendment to the payment to Eastern Office Equipment. It was agreed that a reduced payment to TT Jones should be made to reflect the fact that the street light in Woodgate had yet to be replaced. It was also agreed to only pay EON the amount invoiced and then follow up as to why the invoice did not reflect the increased contractual payment amount.

Mr Marsham proposed that the following be paid, seconded by Mr Perry. Carried.

Payee	Detail	Cheque No	Amount
Faye LeBon	Clerk's Salary	101534	£341.23
Faye LeBon	Clerk's Expenses	101534	£31.71
Norfolk Pensions	Local Government Pension Scheme	101535	£104.90
HMRC	Clerk's PAYE Basic	101536	£85.20
EON	Street Lighting Electricity (December)	D/D	£137.59
Swanton Morley VH	Room Hire (November)	101537	£13.50
Eastern Office Equipment	Mardler copying / 3 x ink	101538	£126.39
CAB	Annual Appeal (s142)	101539	£50.00
TT Jones	Replacement streetlights (Town St and Lincoln Close)	101540	£301.07
J Keith	Land rent	S/O	£1.00
TOTAL			£1192.59

b) Income

Income was reported as follows:

Received From	Detail	Amount
Anglia Memorial	Memorial Fee (Hammond)	£50.00
RJ Bartram	Ash Interment Fee (Hammond)	£50.00
Littleproud	Ash Interment Fee (Bailey)	£50.00
Bretts	Memorial Fee (Bailey)	£50.00
RJ Bartram	Interment Fee and Reservation fee (Amiss)	£200.00
Barclays Bank	Tracker Interest (8 th Sept to 7 th Dec)	£163.70
Alliance and Leicester	Half yearly interest	£1858.11
RPA	SPS Modulation	£353.19
TOTAL		£2775.00

c) To receive update on report by External Auditor

Mr Atterwill reported that the report from the external auditor should be received by the end of January.

d) To consider purchase of extra Parish Councillor Guide book(s) at price of £15.50 each

It was agreed that an extra copy of the Parish Councillor's Guide was needed for use by councillors. Mr Atterwill proposed that one book should be purchased, seconded by Mr Northall. Carried

e) To consider £5000 loan to village hall for emergency roof maintenance work

A report had been previously distributed to councillors stressing the urgent need for repairs to the roof of the village hall and how the Parish Council was permitted to loan money from the Old Village Hall funds. It was confirmed that the Norfolk Association of Local Councils had been consulted and a loan was permissible from these funds as it was deemed as an investment. Discussions occurred as to whether there should be a charge for the loan or whether it should be interest free. It was agreed that the loan should be offered at the current amount that is being paid on the funds in the Alliance and Leicester account which is base rate less 0.3%

Mr Atterwill proposed that a loan to the village hall of £5,000 be offered at a fixed interest rate of 1.2% over a term of 4 years. This would amount to a monthly payment of £106.74 and a total amount repayable of £5,123.52. Seconded by Mr Marsham. Carried.

The clerk is to draft a loan agreement and the village hall is to instruct the builder to commence work.

Mr Perry requested that more detail is required from the village hall treasurer when giving financial reports, particularly when reporting the sources of income for the hall.

8. Planning

a) To receive update on LDF housing allocation for village

Mr Atterwill read the most recent correspondence between himself and Mrs Millbank. Breckland District Council wished to cancel the meeting arranged to discuss the LDF allocation on Thursday 15th January, however he and the clerk are still insistent that this goes ahead. Mr Atterwill will also be attending the Development Control Committee meeting when the planning application submitted by Mr H. Harris for 20 dwellings will be discussed.

Mr Marsham requested that the clerk review the planning application submitted by Mr Bailey for the land at 80 Greengate as the dwelling does not appear to be constructed according to the plans approved.

b) To receive an update on potential affordable housing for Swanton Morley and to consider a questionnaire for residents of Middle Camp about affordable housing.

It was felt that there were too few people in attendance at the public consultation run by Broadland Housing Association to make an informed decision about the proposed affordable housing in the Middle Camp area. Mr Atterwill proposed that in principle a questionnaire should be sent to the ex RAF houses, the properties that would be most affected by the proposed development, covering various aspects of the proposed affordable housing scheme and other infrastructural aspects of this area. Seconded by Mr Perry. Carried.

9. Grant Funding

Mr Northall requested that the grant application form be modified to stress that only capital projects can be funded.

The clerk reported that Swanton Morley Bowls Club had purchased a Verticutter for less than their approved grant application specified. When accounts for payment are discussed next month the Parish Council will decide whether £575.75 is paid or 50% of the project total.

a) To consider any applications for small grant funding

None received

10. Allotments

a) To receive an update report on project

Mr Northall reported that a date had been agreed to meet with parties interested in an allotment in the village. Discussions are yet to take place with Mr Keith as to whether any of his land could be utilised. Mr Marsham suggested approaching Mr Pummell regarding use of the land close to the bends on Dereham Road,

11. Street Lighting

a) To receive fault reports / matters for attention

Mr Atterwill reported a problem with the street light opposite Primrose Square not being bolted correctly. The clerk advised councillors that a complaint about lack of lighting on Ainsworth Close had been received. Councillors are to visit the area to review.

b) To receive an update on street light replacement project

The only light outstanding from Phase One is in Woodgate and this cannot be replaced until April. The clerk is to chase EDF Energy to change the energy supply to the only light remaining from Phase 2 which is on Gooseberry Hill.

12. Highways

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

The clerk is to check whether the 'Keep Left' bollard opposite Lincoln House has been replaced. Mr Atterwill requested that the clerk contact Breckland District Council to remove the old 'Primrose Square' street sign. The clerk is also to request that Breckland District Council clean Rectory Road as the leaves are becoming troublesome.

Mrs Thomas reported a rut appearing outside Mr Bone's house on Dereham Road and Mr Perry reported a fissure appearing at the top of Gooseberry Hill where the footpath has been recently resurfaced. The clerk is to report these to Highways.

A working party was arranged for Sunday 1st February commencing at 9am to clear some of the overgrown vegetation on Rectory Road.

13. Churchyard & Burial Ground

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

The clerk is to contact pest control to look at the problem with moles in the Burial Ground, Churchyard and other areas of the village. The clerk is also to check the price for cutting the hedge around the Burial Ground.

Mr Marsham is to arrange to finish surfacing the pathway leading up to the memorial garden and the clerk is to contact May Gurney about the Fibredec surfacing breaking up near the entrance to the Burial Ground.

b) To consider request from Mr C Clegg for headstone in churchyard.

Mr Atterwill proposed that the council should have no objection to a headstone being placed in the churchyard in memorial to the late Mrs Clegg, subject to the council approving the final design.

Seconded by Mr Perry. Carried.

Mr Marsham offered to assist with the raising of any ash interment plaques that have subsided in the churchyard.

14. Youth & Playground Equipment

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

Mr Atterwill reported that the village hall has agreed in principle to the building of an all weather sports pitch, subject to seeing full plans. A sub committee meeting is to be called to further discuss this.

Mr Marsham proposed that his contractor cut the hedging around the village hall grounds, seconded by Mrs Thomas. Carried.

15. Commons, Open Spaces & Environmental

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

The clerk is to contact Mr Diggle to retrieve the Parish Council's HLS agreement.

Working parties will begin again on Mill Common, and the grass will be cut on Burgh Common ready for the proposed boardwalks, when the weather is drier.

Mr Marsham reported that there are currently horses tethered in the area of Burgh Common owned by the council. This is to be monitored.

16. To Consider a Parish Council Surgery

Mr Atterwill suggested that a Parish Council Surgery on a Saturday morning once a month may make the Parish Council more accessible to people who cannot attend evening meetings. Two councillors would be in attendance at any one surgery. It was agreed that this is to be arranged in conjunction with the

next Mardler distribution and also be advertised to when the survey for affordable housing is distributed to the Middle Camp area.

17. Correspondence

Mr Atterwill emphasised his disappointment that Breckland District Council still stressed that they had no funding to improve the pathways on Gray Drive. The clerk reported that the Parish Council's Quality Portfolio could now be released from NALC and this will be circulated to all Councillors upon its return. The clerk also reported that Breckland District Council was making available one beech tree per parish, with the possibility of an extra tree if take up is low from other parishes. It was agreed that the clerk should request two beech trees.

The Meeting was Suspended

District and County Councillors Report

There was no report from the District or County Councillor

The following items were raised by the public:

- Mr Marsham requested that District or County Councillors be allowed to speak at any relevant point during the meeting. The clerk advised that these councillors have no greater right than the public to speak during the meeting, but the meeting can be suspended at any point to allow them to speak.
- Mr Hall requested a list of people who owned the garages on Middle Camp with an intention to purchasing one. The clerk is to see if this information can be disclosed. He also raised concerns that there is a lot of mud on the road and footpaths resulting from the building work at Lincoln House, and that the stumps from the trees on Ainsworth Close were left too high. The clerk is to report both these to Highways. Mr Hall also reported that the village hall was working on a large project (approximately £200K) to improve the village hall. During this project there may be large amounts of money in the bank account but this would be ring fenced for hall improvements.
- Mrs Walden gave her opinion on the LDF and requested the legislation that allowed the Parish Council to loan money.
- Mrs Eames reported that the householders on Middle Camp were unhappy that no Planning Application signs had been displayed for the proposed affordable housing. Mr Atterwill replied that this is because no planning application had been submitted. She also reported that the Friendship Club has arranged a guest speaker to advise elderly people on their benefits. This could be advertised in the Mardler. Mrs Eames also reported problems with the football pitch being waterlogged. The clerk is to report this to the grass cutting contractor to see if there is anything he can do.
- Mr Mouton reported pot holes in the road on Greengate opposite the old chapel. The clerk is to report this to Highways. He also raised concerns about the number of vehicles required by Breckland District Council to change the sign on Primrose Square.
- The clerk is also to report to Highways the cars for sale on the grass verges on Hannah Road.

The Meeting Resumed

18. Any item to be reported for the next agenda

- The Parish Council's response to the LDF
- To finalise the questionnaire for affordable housing.
- The promotion of the village's public rights of ways and permissive footpaths.
- To agree the Loan Agreement for the village hall

19. To rearrange date for Annual Parish Meeting

It was agreed that the ordinary Parish Council meeting for April should be on 6th April and the Annual Parish meeting should be on 27th April.

19. To confirm the date & time of next meeting to be held on Monday 9th February 2009 at 7.30pm at the Village Hall.

Carried

The meeting closed at 9.15pm

_____ (Chairman) _____ Date