

SWANTON MORLEY PARISH COUNCIL

A Meeting of the Parish Council was held in the Village Hall on Monday 9th June 2008. The meeting commenced at 7.30pm.

Present: Mr R. Atterwill, Mr G. Northall, Mrs M. Thomas, Mr C. Perry, Mrs L Vyse, District Councillor Mrs K Millbank and sixteen members of the public. Also in attendance Mrs F. LeBon (clerk)

Matters Raised Under Time Allocated to the Public

- Concerns were raised over the agenda item about the Parish Council considering becoming sole trustee for the village hall. Mr Atterwill responded that the principal behind the proposal was to offer professional administrative assistance to the hall, and praised the current volunteers for their successes in fund raising and for running the social club.
- Concerns were raised about the proposed project for affordable housing in the area of Middleton Avenue. Mr Atterwill explained the reasoning behind the project and assured the room that there would be a public consultation prior to any final decision being made.
- Highways issues were raised: The drains on Gray Drive, the footpath on Manns Lane, the continued deterioration of the B1147 Tuddenham Road and people not taking notice of the speed limits in the village.

The Meeting Went Into Session.

1. Apologies for Absence

None received

2. Declarations of Interest

Mr Atterwill declared a prejudicial interest in item 11b and a personal interest in item 6.

Mr Perry declared a prejudicial interest in item 11b.

Mrs Vyse declared a prejudicial interest in item 6a.

3. Minutes from Parish Council Meeting of 12th May 2008 to be accepted, initialled and signed.

Mr Perry proposed these be accepted, seconded by Mrs Thomas. Carried. Mr Atterwill signed the minutes as a true representation of the meeting.

4. Matters Arising from Minutes of 12th May 2008

Mrs Vyse reported that the recycling credits from the paper bank are still being received by the scouts.

5. Finance

a) Accounts to approve for payment:

Mrs Vyse proposed that the following accounts be approved for payment, seconded by Mr Perry.

Carried, with Mrs Thomas abstaining due to a prejudicial interest.

Payee	Detail	Cheque No.	Amount
Faye LeBon	Clerk's Salary	101455	£349.82
Faye LeBon	Clerk's Expenses	101455	£45.93
Norfolk Pensions	Local Government Pension Scheme	101456	£102.39
HMRC	Clerk's Income Tax	101457	£66.40
Larking Gowen	Internal Audit Fees	101458	£293.75
Norfolk Wildlife Trust	Membership 2008/2009	101459	£45.00
TT Jones	Quarterly Maintenance (£163.88 + VAT) Repairs (£368.83 + VAT)	101460	£625.93
JPs Maintenance	Grass Cutting (May)	101461	£500.00
Mrs M Thomas	Website hosting (2 years)	101462	£105.47
Staples	Paper and Stamps	101463	£35.70
EON	Street Lighting Electricity (April)	DD	£140.58
EON	Street Lighting Electricity (May)	DD	£140.58
May Gurney	Burial Ground Pathway	101464	7559.95
TOTAL			£10011.50

b) Income – Received from the following:

Received From	Detail	Amount
Barclays Bank	Quarterly Credit Interest (March to June)	£317.78
Abbey Memorials	Memorial Fee (S Harrold)	£100.00
TOTAL		£417.78

c) To agree the 2007/2008 accounts and statement of governance

Mr Perry proposed that the 2007/2008 account should be agreed as distributed, seconded by Mrs Thomas. Carried. Mr Atterwill read through and completed each statement of governance based on the council's responses. Mr Perry proposed that the annual governance statement should be agreed, seconded by Mrs Thomas. Carried.

d) To agree Parish Council policy for members of the Local Government Pension Scheme

Mr Northall proposed that the Parish Council should adopt the policy for pensions, seconded by Mrs Vyse. Carried.

6. Planning

a) To receive an update on potential affordable housing for Swanton Morley

Mr Atterwill advised that the Parish Council were still awaiting the District valuation of the land. Mr Perry provided members of the public with the draft sketches that had been made available to the council. No official plans had yet been received by the Parish Council.

b) To receive an update on the LDF

Mr Atterwill reported that no official information had been received from Breckland District Council but read out the proposed areas of land that had been submitted to the council for potential development received from an alternative source. There will be a public consultation running from the end of June to 30th September.

Mr Northall proposed that the meeting be suspended to allow the public to speak on planning issues, seconded by Mrs Vyse. Carried.

The following points were raised by the public:

- Whether the infrastructure of the village could cope with 50 extra houses. Mr Atterwill responded that there was spare capacity in the school and surgery; however issues with the highway and drainage would have to be addressed.
- Mrs Millbank advised that across Breckland there had been ten times more land submitted by landowners for proposed development than was required.
- That if 50 houses were approved then they should be affordable.
- That the allocation of 50 houses was over a ten year period and if this is done as one development then there could be benefits to the village from the developer.
- Whether the Parish Council have powers to reject any proposals. Mr Atterwill responded that the Parish Council are only consultees in the planning process but can insist that the matter goes to the Development Control Committee.
- Whether there would be any control over the tenants moving in to any affordable housing.
- Whether parishioners could have copies sites submitted for proposed development. Mr Atterwill advised that when the Parish Council receives the official documents they will be placed in the notice boards.

Mr Northall proposed that the meeting go back into session, seconded by Mrs Thomas. Carried.

7. Grant Funding

a) To receive an update on application requests

The clerk reported that there had been twelve requests for grant scheme application forms but to date no completed forms had been returned.

8. Allotments

a) To receive an update on parishioner responses for potential allotments and agree further action

Mr Atterwill reported that useful information had been received from Dereham Town Council on the administration of allotments. He asked whether Mr Northall would take on this project as part of the Commons, Open Spaces and Environmental group. The Mardler is to be updated with information on a search for land to use, and if in the meantime if people with large gardens would be prepared to allow people to tend to a part of it.

9) To agree June edition of The Mardler

Typographical errors were highlighted for correction and amendments to the article on allotments were requested. The clerk is to make these amendments and forward them to councillors prior to going to print.

10. Street Lighting

a) To receive fault reports / matters for attention

Mrs Vyse is to confirm to the clerk as to whether two street lights in Middleton Avenue are working.

b) To receive an update on street light replacement project

Mr Atterwill reported that the final electricity transfers for phase one of the project were currently underway. Two columns are problematic (Lincoln Close and Greengate) but they are being addressed.

c) To discuss and to award contract for Phase II street lighting project

Mr Atterwill proposed that MHB services should be awarded the contract for Phase 2 of the street light replacement project. Seconded by Mr Northall and carried. MHB Services are to be instructed as are EDF Energy (as the Parish Council will have to place the order with EDF Energy direct).

11. Village Hall

a) To receive a report on meeting with NRCC on village hall management

Mr Perry read a report from a meeting convened with Janice Howell from the Norfolk Rural Community Council, the purpose of which was to discuss ways that the Parish Council can make the administration of the hall easier.

Mr Perry and Mr Atterwill left the room. Mr Northall was elected to chair this section of the meeting.

b) To agree principal of Parish Council becoming sole trustee for the village hall trust.

The proposal of the principle of the Parish Council becoming sole trustee for the village hall was lost. Although it was agreed that if the village hall management committee require assistance they should be encouraged to approach the Parish Council and the matter will be revisited.

Mr Atterwill and Mr Perry Re-Entered the Room. Mr Atterwill resumed position as Chair.

12. Highways

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

Mr Atterwill reported that he had met with Jason Glasspoole to discuss the trees on Ainsworth Close and it was agreed to remove all but every third tree. The following highways matters were also raised:

- That the tree outside number 57 Greengate be cut back.
- That some more lines are to be painted on the road outside the shop to stress the one way system.
- That the grass cutting contractor has been instructed to cut the walkway at the top of Harkers Lane.
- That the walkway between Middleton Avenue and Hoe Road is overgrown and full of nettles.
- That the tree down on Harkers Lane has been reported to Norfolk County Council.
- That the Public Right of Way sign has been removed from Harkers Lane at the bottom of the school grounds.
- That there is flooding outside Mrs Thomas's house due to the drain on the footpath overflowing.

13. Churchyard & Burial Ground

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

Mrs Thomas reported that the sub committee had met and a new management plan for both the churchyard and burial ground were being created, taking into account the risk assessments done earlier in the year. The clerk is to follow up with David Machin as to why the tree in the Rump grave has yet to be removed. The new pathway in the burial ground has been completed. The next meeting has been called for 1st July.

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 sub committee had not met this month but would convene a meeting to take forward the feasibility study for the all weather sports pitch.

b) To receive a report on the Cemex Grant and agree £550 fee for managing payment

Mr Atterwill reported that the information regarding the Cemex grant application had been circulated and the Parish Council had little option but to accept the £550 administration fee as the grant was restricted by time leaving too shorter period to enrol as an environmental body.

c) To receive a report on the fencing at Gooseberry Hill and agree additional monies for fencing

Mr Atterwill reported that the contractor appointed to replace the fencing was unable to honour his tender and was requesting a further £900 for the work. The majority of councillors wished for EW Crane, a contractor who had worked on the village before with satisfactory results should be appointed and the work started immediately as there was a health and safety matter involved with the fencing in its current state.

d) To agree fencing to seal hedged area of Gooseberry Hill at a price of £1080 plus VAT

Mr Atterwill reported that older children had created a den in the leylandii trees that had in turn created a hole leading to outside the area which toddlers could use. Mr Atterwill proposed that a 4ft fence be installed to prevent children leaving the area by this route. Seconded by Mr Northall and carried.

15. Commons, Open Spaces & Environmental

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

Mr Northall reported that no further clearance of Mill Common can be done until after the nesting season. The clerk is to speak with Natural England to obtain an update on the project at Burgh Common as there is vegetation growing rapidly where the boardwalks are to be installed.

b) To agree to a new gate on entrance to Mill Common

This is to be deferred until a price is received from EW Crane.

16. Correspondence

The clerk reported that there had been further interest in allotments in the village.

Mr Atterwill reported that the Churchyard and Burial Ground sub committee had voted against placing a tap in the burial ground due to problems with installation and potential vandalism. The clerk is to write to Miss Baillie-Haig to inform her of the decision.

The Meeting was Suspended

District Councillor's Report

Mrs Millbank reported that Breckland District Council was promoting 'Breckfest' which was to celebrate the start of the Olympic preparations. On 15th September there will be a concert in Attleborough. There were no developments on the unitary project.

There was no report from the County Councillor

It was agreed to extend the meeting after 9.45pm

The following items were raised by the public:

- That the Parish Council will need a faculty for any work in the churchyard.
- That, as an employer, the Parish Council must legally calculate and remit the clerk's income tax liability under the PAYE system.
- That the Highways department is to try to address the vegetation at the Old Rectory.
- Whether one street light is sufficient on Ainsworth Close.
- Whether Highways can address the flooding on Manns Lane.
- Whether the police can address the cars parked on the pavement in the village and also the vehicle regularly parked in a dangerous position on Manns Lane.
- Whether the trees removed on Ainsworth Close could be cut below ground level.
- Whether there could be any saving on VAT with the Parish Council paying bills for the village hall.
- Whether the accounts were accurate compared to the information distributed in the annual report.
- Whether the hedge cutting can be improved on Mill Street,

The Meeting Resumed

22. Any item to be reported for the next agenda

None

23. To confirm the date & time of next meeting to be held on Monday 14th July 2008 at 7.30pm at the Village Hall.

Carried

The meeting closed at 10.15pm

_____ (Chairman) _____ Date