

SWANTON MORLEY PARISH COUNCIL

A meeting of the Parish Council was held in the Village Hall on Monday 12th March 2007. The meeting commenced at 7.30pm.

Present: Mr R. Atterwill (Chairman), Mrs. R. Northall, Mr J. Carrick, Mrs. Q Wood, Mr C. Clegg, Mrs I Floering-Blackman (County Councillor) and 7 members of the public.

1. Apologies for Absence

Mrs Thomas and Mr Perry

2. Declarations of Interest

Mrs Northall expressed a personal interest in item 6a) as secretary of the Swanton Morley cricket club where the applicant is the vice president.

Mr Clegg expressed a personal and prejudicial interest in item 8c.

Mr Atterwill expressed a personal interest in all aspects of item 12

Mr Carrick expressed personal interests in items 8a and 13a.

3. Minutes from Parish Council Meeting of 8th January 2007 to be accepted, initialled and signed.

After the clerk read out one omission, Mrs Northall proposed these minutes be accepted, Mr Clegg seconded. All in favour.

4. Matters Arising from Minutes of 8th January 2007

The clerk confirmed that all current agendas are on the village website and that Link Up will accept the Parish Council's offer of a donation of £50.

5. Finance

a) Accounts to be approved for payment

Payment	Amount	Cheque No.	Comments
Clerk's Salary	£281.22	101280	
Clerk's Expenses	£30.52	101280	
Audit Commission	£293.75	101281	Audit Fees 2006
NRCC	£25.00	101282	Annual Membership
TT Jones	£564.34	101283	Quarterly maintenance & repair of 3 reported light faults
WREN	£825.00	101284	3 rd Party Funding
Link Up Magazine	£50.00	101285	Donation
Adventure Playgrounds	£26408.13	101286	Phase 1 Gooseberry Hill Play Equipment
Total	£28477.96		

Mr Atterwill explained that the payment for Adventure Playgrounds would require signing at this meeting but would not be released until completion.

The clerk reported that EON had yet to provide an invoice for street lighting electricity and would follow up.

Mrs Wood proposed these payments be made. Mrs Northall seconded, all in favour.

b) Income – The following items were reported:

£200.00 – Donation from Fitzmaurice Trust on behalf of Play Equipment Project

£100.00 – Burial fees re: Mr E Butters

£1000.00 – Donation from Paul Basham Trust on behalf of Playing Equipment Project

£260.67 – Credit Interest (4th Dec to 4th March)

£395.00 – RPA Quality HLS Application

c) To resolve under Regulation 4 (5) of the Local Government Pension Scheme Regulations 1997 that Faye LeBon should be treated as a pensionable employee for the purposes of those Regulations (as amended from time to time) with effect from 1st April 2007.

Mrs Wood proposed that this resolution be accepted. Mrs Northall seconded. All in favour.

6. Public Participation Session

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

The following points were made:

- There were problems accessing the village website. The clerk is to publicise the fact that the address of www.swantonmorley.info is to be placed in the address bar of the browser, and not in the Search Engine.
- Why there should be a designated access route across the village green. Mr Atterwill responded that a designated route does not restrict what the Parish Council may want to do with the rest of the land.
- Whether access had been given to Wayside Cottage and whether the piece of land beside this property was registered. The property owner is to raise this with Nicholas Hancox to obtain a resolution.
- Whether the Parish Council would support a proposal to address low flying aircraft across the village. Mr Atterwill acknowledged that this was a problem at times but was not willing to write a formal letter of complaint at a time when the country was asking troops to go to war. Inevitably the armed forces have to train for this to minimize casualties.

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

7. Planning

a) To consider the following planning applications

i) 3PL/2007/0140/F – M. Brown, ‘Chrismatt’ Gooseberry Hill – Extension of a single garage to form a double - Mr Atterwill proposed that there be no objections to this application. Mrs Wood seconded, all in favour.

ii) 3PL/2007/0140/CU – Mr D Norman, Hazeldean Farm – Proposed conversion of outbuilding to ancillary residence – Mr Carrick proposed that there be no objections to this application. Mrs Wood seconded, all in favour.

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

There was no report from the working group.

Mr Carrick advised that there would be a presentation on the LDF at Dereham Library on 20th March.

9. Old Village Hall & Car Park

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

Mr Atterwill reported that the demolition would be complete by the end of the week and instructed the clerk to send an invoice for the reclaim material.

Mr Carrick reported that he could clear the site of all other material by 30th March and that his insurance premium would be £89.25. This would run until 7th May.

Mr Atterwill confirmed that he had requested the foundation stone be retained and that a decision was to be had as to where the old school bell should be re-sited.

b) To receive an update on submission of planning application

Mr Atterwill provided the members with a diagram from Sketcher Partnership on a proposed development for the site. A discussion was had as to whether it would be more appropriate to have one dwelling with a garage as opposed to two dwellings without garages.

Mr Carrick proposed that an outline planning application should be submitted based on the diagrams from Sketchers. Mrs Northall seconded. The vote was 4:1 in favour with Mrs Wood objecting.

Mr Clegg left the Room

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

A discussion was had as to the ownership and status of the land beside Wayside Cottage. Mrs Walden is to provide documentation to assist in this matter, and the Parish Council are to wait for the response from the cottage owners to Nicholas Hancox.

Mr Clegg Re-entered the Room

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 Cullum Close and Bennett Road is out.

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

Mr Atterwill reported that he and the clerk had met with WF Smith and as a result they had waived their fee for the aborted Deed of Easement. Breckland District Council had instructed Steeles to proceed with the Wayleave Agreement.

10. Highways

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

Mr Atterwill requested that the clerk send a letter to the owner of the Rectory to cut back the vegetation from his land adjoining Rectory Road.

The clerk is to report flooding on entrance to the village, and a sunken drain cover on Gooseberry Hill to the Highways Department.

Mr Atterwill reported that the Highways Department had been surveying the roads around the church. He would also contact Jason Glasspoole for another site meeting, in particular in respect to the footpaths on Greengate.

b) To receive an update on the proposed zebra crossing

Mr Atterwill reported that the clerk is chasing Norfolk County Council for their decision on the proposed crossing. Mrs Northall requested the clerk circulate the petition against this structure.

11. Churchyard & Burial Ground

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

There was no report.

b) To consider a Garden of Remembrance and ash interments in the closed part of the churchyard

Mr Atterwill gave an outline of this proposal and advised that the sub committee had discussed this matter and their recommendation to the Parish Council was to object to this.

Mr Atterwill proposed that no new interments be made in the closed part of the churchyard with the exception of being interred next to a loved one. Mrs Wood seconded. All in favour.

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

There was confusion over this request from the PCC and Mr Atterwill suggested asking the PCC to clarify this proposal prior to the Parish Council making a decision. 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 the sub-committee had met on 1st March to discuss Phase 1.

b) To receive an update on Phase 1 work

Mr Atterwill reported that Adventure Playgrounds had started work on Phase 1 and this should be completed by 16th March. He and Mr Sherlock had provided Adventure Playgrounds with a snag list and that Adventure Playgrounds had agreed to put in two new bench seats free of charge.

c) To consider Parish Council being third party funder for Wren (Phase 1)

This amount of £825.00 was agreed under item 5a). This amount will be reclaimed under other grant applications.

d) To consider Parish Council being third party funder for Biffaward (Phase 2)

It was agreed that the Parish Council should be a 3rd Party funder for the Biffaward grant application for the amount of £1612.00. All in favour.

e) To appoint a contractor for the fencing of Gooseberry Hill and agree expenditure

Mr Atterwill reported that as part of Phase 1, the fences around Gooseberry Hill were to be replaced. Originally this was to be done by volunteers with the Parish Council only purchasing the materials, however, with the additional income from The Fitzmaurice Trust and the Paul Bassham Trust, it was decided to hire a professional contractor. The time restraints placed on the Parish Council by Awards For All meant that to delay the appointment by putting the work to tender would mean the loss of a £5000 grant. It was decided that the work should go to the contractor who provided the cheapest quote for the contract to fence Mill Common. The cost of fencing Gooseberry Hill would be £2400 + VAT. Mrs Wood requested that it be minuted that the work should have gone to tender.

Mr Carrick still has materials for the repair of the existing chain link fence.

The clerk reported that the insurance quote obtained for the cover of all play equipment, fencing and surfaces would be £460.00. There would be a pro rata payment of approximately £100.00 payable to cover the equipment between now and renewal on 1st June. The clerk was also instructed to follow up on the Parish Council's query about structures on Gooseberry Hill affecting the restrictive covenant.

13. Commons, Open Spaces & Environmental

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

Mr Carrick reported that Planning Permission had been granted by Breckland Council for the church ramp. The Friends of All Saints Church are considering the use of a concrete structure instead of steel due to the cost, and will report any change of materials to the Planning Department at Breckland Council. The extra land on which the ramp should stand will be donated by the Carrick family to the church and the overall structure will be owned and maintained by the Parish Council.

The Friends of All Saints Church are to advise whether the cost of conveying the land to the church will be covered by the grant money or whether to Parish Council should be asked to pay for it.

b) To consider proposed improvements to Burgh Common

Mr Carrick reported that following a site visit by the Environment Agency, they intend to proceed with improvements to Burgh Common. Mr Atterwill proposed that the Environment Agency should be instructed to proceed as per their plans. Mrs Wood seconded, all in favour.

c) To consider and appoint a fencing contractor for Mill Common

Mr Carrick reported that Cemex had finally given permission to erect a fence adjoining their land. He provided members with the scheme to fence the land at a cost of £2670 plus VAT. This was awarded to the contractor who provided a successful tender last year. This work did not include ditching as a three year time period had been granted for this work.

Mr Carrick proposed that EW Crane be appointed for the fencing work. Mr Atterwill seconded, all in favour. The clerk is to write to EW Crane requesting that they proceed with the work.

14. Community Car

a) To receive an update on the Community Car Project

Mrs Northall reported that she had been unable to proceed any further with this project until Breckland Council responded to the Parish Council with confirmation of their match funding. The clerk is to chase Diana Wyatt.

15. To Consider an Official Complaints Procedure

The clerk provided the members with a proposed Complaints Procedure. Mr Carrick proposed this be accepted, Mr Clegg seconded, all in favour.

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

The clerk provided the members with an up to date agenda based on village groups that had responded to the Parish Council's invitation to provide a report. Amendments were suggested and the clerk is to copy this and provide to Councillor's for distribution on 2nd April.

17. To Consider a Text Messaging Service to Advise Parishioners of Upcoming Meetings

Mr Atterwill explained the concept of this proposal. The Parish Council agreed with this in principle but requested that the clerk provide a report with costings.

18. To Discuss the Future Management of the Village Hall

Mr Carrick reported that a meeting had been convened for 22nd March with select members of the Village Hall Management Committee, the Social Club and the Parish Council invited, to discuss how the village hall should be managed in the future. Mr Atterwill is to attend and report back to the Parish Council.

19. Correspondence

The following items of correspondence were noted:

- The Angel Bowls Club had contacted the clerk requesting that their project be considered for any funding following the sale of the land on which the Old Village Hall stood.
- Following the advice provided by Stuart Chaplin, the minutes are to be shortened without losing the main points of discussion.
- Mrs Northall advocated the need for Councillors to attend training
- Mr Atterwill had received a letter suggesting methods of improving the Energy Efficiency of the village. He is to respond accordingly.

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

No report as the NCAPTC do not meet until 22nd March

Mr Atterwill proposed the meeting be extended, Mrs Northall seconded – all in favour

21. Community Emergency Plan

a) To receive a report from Mr J Carrick as co-ordinator of the Community Emergency Plan

Mr Carrick reported that he and Mr Fearnley are to be co-ordinators in the event of a village emergency and that they have identified people with key skills who will be called on if required. There is to be a meeting on 3rd April to discuss this further, after which the key persons identified will be invited to a meeting to discuss potential roles in an emergency.

22. County / District Councillors' Reports

Mrs Floering-Blackman reported the following:

- Whilst the large wind turbines were a good idea, the smaller ones were not so effective due to their placement in areas of turbulence caused by other structures.
- She requested that the clerk forward the report from the meeting with the DAC in November. Mr Carrick, as District Councillor, reported the following:
- The Council Tax had been set, and that Swanton Morley was now the 7th most expensive Parish in Breckland as opposed to 5th last year.
- The Freshfields Planning Application had been resubmitted
- Archant are still progressing with the Becky Hellard story
- There is to be a compulsory purchase of land adjoining the precinct in Dereham.
- Tourist Information Centres in Breckland require more assistance.

23. Any Item to be Reported for the next agenda

- Report on the meeting with the Village Hall Management Committee
- APM Agenda

24. Public Participation Summary Session

The following points were made:

- That the Parish Council has no authority in the area of the churchyard that is still deemed as open.
- That undertakers will still be able to get a coffin up the new ramp.
- That there will be a meeting of the Environmental and Heritage of the River Wensum Group to discuss the proposals by Banham Poultry on 26th March at 7pm at the Norvic Centre in Taverham.

25) To confirm the date & time of next meeting to be held on Monday 2nd April 2007 at 7.30pm at the Village Hall.

All in Favour.

The meeting closed at 10.10pm

_____ (Chairman) _____ Date