

## SWANTON MORLEY PARISH COUNCIL

A Meeting of Swanton Morley Parish Council was held in the Village Hall on Monday 10<sup>th</sup> November 2008. The meeting commenced at 7.30pm.

**Present:** Mr R. Atterwill, Mrs M. Thomas, Mr G Northall, District Councillor Mrs K. Millbank and twenty four members of the public. Also in attendance Mrs F. LeBon (clerk)

### **Matters Raised Under Time Allocated to the Public**

- That the balance of the money precepted for the village hall should be paid as the social club has met the condition of paying rent to the village hall.
- That the Parish Council should investigate the possibility of purchasing the parcel of land adjacent to where the village hall stands from Mr Keith.
- The continued problem of excess surface water on Gray Drive.
- After accidents occurring along the B1147, the need for signage to emphasis the dangerous bends.
- Mr Northall took his place as a member of the public and gave a representation on behalf of Swanton Morley Cricket Club. This was done during closed session as he stressed that he had a prejudicial interest in the grant application and would be leaving the room when the matter is discussed.
- A concern was raised over the amount of the grant applied for by the Cricket Club in respect of the size in application in relation to the size of the club.

*The Meeting Went Into Session.*

### **1. Apologies for Absence**

Apologies were received from Mr Perry and Mrs Floering-Blackman.

### **2. Declarations of Interest**

Mr Northall declared a prejudicial interest in item 9b (cricket club grant applications)

Mrs Thomas declared a prejudicial interest in item 9b (cricket club grant applications)

Mr Atterwill declared a personal interest in item 18 (District councillor's report)

### **3. Minutes from Parish Council Meeting of 13<sup>th</sup> October 2008 to be accepted, initialled and signed.**

After a spelling correction Mr Northall proposed that the minutes be accepted as a true and accurate record of the meeting, seconded by Mr Atterwill and carried.

### **4. Matters Arising from Minutes of 13<sup>th</sup> October 2008.**

None raised

### **5. To consider co-option of new councillor/s**

Mr Atterwill read applications for consideration for co-option onto the Parish Council from Mr Steve Westbury and Mr Bernie Marsham. Mr Northall proposed that both Mr Westbury and Mr Marsham be co-opted onto the council, seconded by Mrs Thomas. Carried.

Mr Westbury and Mr Marsham signed their Declarations of Acceptance of Office and took their places as Councillors. Mr Atterwill welcomed them onto the council.

Mr Atterwill reported that fifteen people had requested a by election for the final vacant position on the council. Nomination papers will be available from 1<sup>st</sup> December and they have to be returned to Breckland District Council by 9<sup>th</sup> December. A notice of whether a poll is required will be posted on 15<sup>th</sup> December. An estimation of cost for a poll was given at £1200.

### **6. Finance**

#### **a) Accounts to approve for payment:**

After an amendment to the advertised payments was read out by the clerk, Mr Northall proposed that the following be paid, seconded by Mrs Thomas. Carried.

<b>Payee</b>	<b>Detail</b>	<b>Cheque Number</b>	<b>Amount</b>
Faye LeBon	Clerk's Basic Salary Clerk's Backdated Pay Clerk's Extra Hours (15)	101509	£341.23 £49.06 £114.41

Faye LeBon	Clerk's Expenses	101510	£35.13
Norfolk Pensions	Local Government Pension Scheme Basic Local Government Pension Scheme Basic Backdated Local Government Pension Scheme Basic Extra Hours (15)	101511	£104.90 £15.07 £39.34
HMRC	Clerk's PAYE Basic Clerk's PAYE Backdated Pay Clerk's PAYE Extra Hours (15)	101512	£85.20 £12.20 £45.51
EON	Street Lighting Electricity (October)	DD	£140.58
Swanton Morley VH	Room Hire (September)	101513	£28.50
TT Jones	Quarterly maintenance and repairs	101514	£270.54
Eastern Office Equipment	Black Ink and paper	101515	£34.28
<b>TOTAL</b>			<b>£1315.95</b>

## b) Income

Income was reported as follows:

Received From	Detail	Amount
Allianz Cornhill	Insurance Claim less Excess (notice board)	£273.00
HMRC	Mid year VAT return	£7373.77
RJ Bartram	Interment Fee (Tye)	£100.00
<b>TOTAL</b>		<b>£7746.77</b>

## c) To receive update on report by External Auditor

Mr Atterwill reported that the council had submitted its response to the auditor but as a result had received further comments from Mrs Walden. The council has responded to these comments to which the auditor had acknowledged receipt of.

## d) To consider a request from the village hall management committee to provide a further £2500.00 of funding

Mr Atterwill proposed that the council pay the village hall £2500 as precepted, seconded by Mr Northall. Carried. Cheque 101516 was drawn for this payment.

## e) To consider a request from All Saints Church PCC for financial assistance for maintenance of the clock.

Mr Atterwill reported that a request had been received from All Saints church to pay the maintenance bill for the clock. As this is a public amenity the Parish Council is permitted to do this under the Parish Councils Act 1957. Mr Atterwill proposed the amount of £164.50 be paid and that this money be taken out of the General Parish Fund, seconded by Mr Westbury. Carried. The PCC are to forward the invoice to the Parish Council.

## 8. Planning

### a) To consider responses for the following planning applications

#### i) 3PL/2008/1379/O H Harris, Chapel Farm, Greengate. Proposed residential development.

Mr Northall proposed that there should be no objections to this application providing that consideration be taken as to the parish's allocation of extra housing under the LDF. Should permission be granted for this twenty houses, then only a further 30 houses would be required under the LDF as opposed to fifty. Seconded by Mrs Thomas and carried.

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

Mr Atterwill reported that Breckland District Council and Broadland Housing Association had made an error in the leaflet distribution for the original public consultation to be held on 4<sup>th</sup> November. This meeting has been rearranged for Wednesday 26<sup>th</sup> November between 4.30pm and 7.30pm at the village hall.

## 9. Grant Funding

### a) To consider any applications for small grant funding

None received

*Mr Northall and Mrs Thomas Left the Room*

### b) To consider large grant funding request from Swanton Morley Cricket Club

Clarification was given as to which budget the requested funding was to come from and how much was available. Discussions occurred as to the size of the grant requested and whether it would be better to grant a smaller amount to allow the money held by the Parish Council to go further. Mr Marsham

proposed that a grant of £20,000 be granted to Swanton Morley Cricket Club for their pavilion project. Seconded by Mr Atterwill and carried. As this amount is not required immediately it is to be ring fenced within the old village hall budget.

*Mr Northall and Mrs Thomas Re-entered the Room*

**c) To consider large grant application from Swanton Morley Village Hall**

It was agreed that the grant application from Swanton Morley Village Hall should be withdrawn after Mr Atterwill suggested further opportunities for additional grant funding were available if the project to carry out much needed roof repairs and upgrade of the heating system was enhanced.

**10. To consider re-positioning of Parish Council notice board**

It was agreed that when the new notice board is installed a decision can be made about where the better focal point is for the village. To be deferred until next month.

**11. To Consider Adoption of the Freedom of Information Act Model Publication Scheme**

The clerk advised that amendments to the website were ongoing to help with the availability of information. It was agreed to defer this item until next month.

**12. Allotments**

**a) To receive an update on proposed scheme and agree any further action points**

Mr Northall reported that two landowners were yet to respond to his query about utilising their land for the purpose of allotments.

It was agreed that a meeting should be called for the end of January inviting all interested parties in the allotment project. At this meeting people can be advised of the grant funding available and requests for assistance with the project can be made. The date for the meeting is to be agreed next month.

**13. Street Lighting**

**a) To receive fault reports / matters for attention**

Faults were reported on Ward Crescent, opposite the village green and on Farrow Close. The clerk is to report these to the street lighting contractor.

**b) To receive an update on street light replacement project**

Mr Atterwill reported that EDF Energy has commenced work on Phase Two of the street lighting project and that two new lights on Rectory Road are now working.

**14. Highways**

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

The clerk is to report the following Highways faults:

- Increased signage required for sharp bends on B1147 to Tuddenham
- Flooding remains along Greengate
- Excess surfacing water on Gray Drive

Mr Atterwill reported that Highways had addressed the problem of flooding on Town Street by repairing a collapsed drain.

**15. Churchyard & Burial Ground**

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

Mrs Thomas reported that Mr Marsham had completed work on the memorial garden in the Burial Ground and the clerk is to be writing to relatives in due course to invite them to plant a rose in memory of their loved ones. A specific letter is to be written to the family of Mr Broady to ask them what colour rose Mr Broady would have liked so the Parish Council can purchase a rose from the gift vouchers won at the Pride in Norfolk awards.

It was with great regret that Mrs Leary had resigned from the sub committee, although Mr Palmer had agreed to stand on the committee which is of great benefit to the Parish Council.

**b) To consider payment for faculty for lowering high part of church wall**

Mrs Thomas reported that as it was unknown as to when the road widening scheme was to go ahead, the sub committee had agreed to progress with lowering the high part of the church wall and also to remove the gates and place them in storage while the pillars are lowered to waist height. A faculty would be needed for this work, at a cost of £200.80 if the work can be agreed by the DAC prior to 1<sup>st</sup> January 2009, or £209.85 if the project is agreed after 1<sup>st</sup> January 2009. Mrs Thomas proposed that the faculty be paid for, seconded by Mr Marsham and carried.

Mr Northall reported a problem with the surfacing breaking up on the vehicular entrance to the Burial Ground nearest Manns Lane. The clerk is to report this to May Gurney.

## **16. 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.

### **b) To consider formal proposition to the Village Hall Management Committee for an all weather sports pitch**

Mr Atterwill reported that as the sub committee had not met no further decisions had been made on this project.

## **17. Commons, Open Spaces & Environmental**

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

Mr Northall reported that the profiling had been done for the boardwalks on Burgh Common. The grass is going to be cut in this area when drier weather permits.

A working party has been arranged for the clearance of the ditch on Mill Common on 16<sup>th</sup> November commencing at 10am.

### **b) To consider the donation of artefacts found on Burgh Common to the Norfolk Archaeology Unit**

The clerk reported that a report had been received from the Norfolk Archaeology Service about the artefacts found when a survey was done prior to the commencement of the access project at Burgh Common, along with a request to donate the items to the Norfolk Museums and Archaeology service. There was no financial value to any items found, only items of historical interest. Mr Northall proposed that these items be donated on the provision that it was made clear that the Parish Council are not the owners of the land, only responsible for management and that there is no clear landowner. Seconded by Mrs Thomas and carried.

## **18. Correspondence**

It was reported that planning applications for 34 Greengate (new dwelling) and for Mr J Keith (conversion of barns into residential properties) had been withdrawn.

It was reported that initial councillor training was available on the evenings of 17<sup>th</sup> and 24<sup>th</sup> November and it was agreed that Mr Westbury and Mr Marsham should be booked onto this course.

*The Meeting was Suspended*

## **District and County Councillors Report**

There was no report from the County Councillor

District Councillor Mrs Millbank reported the following:

- The Breckland District Council had launched the 'Pride in Breckland' awards whereby unsung heroes are recognised.
- That the Sustainable Communities team will be available in the Dereham Town Council offices on 17<sup>th</sup> November to help people with areas such as funding advice, anti-social behaviour, sports, arts and health.
- The BELA awards have been launched whereby businesses can apply for grant funding of up to £500 for computer related projects.
- That the Government is working to secure the monies held with the Icelandic Banks and associated interest and this will not affect the budget for next year. The Breckland portion of the council tax is to be frozen in view of the current economic situation.
- Feedback is to be taken back to Breckland District Council on the reported lack of success of the Breckfest project.
- Mrs Millbank is to find out who the grant funding officer at Breckland District Council is for Swanton Morley and a meeting is to be arranged to help the village hall. Mrs Millbank stressed that she would support any grant applications.

The following items were raised by the public:

- Whether a formal proposition was made for the all weather sports pitch. Mr Atterwill replied that there was not as the sub committee had not met to further discuss the project.
- Whether there was any progress with a youth club in the village. Mr Atterwill responded that Mrs Vyse was getting some information about the employment of a youth worker for the village.
- Whether the funds held with the Alliance and Leicester were safe. Mr Atterwill responded that the owners of Alliance and Leicester, Santander Group were one of the most stable banks in the current economic climate. Other High Street banks had been investigated and Alliance and Leicester remained the most favourable.

- Whether Mr Northall should have been allowed to make his address about the Cricket Club grant. Mr Atterwill responded that Mr Northall had acted completely within the law and had made his address during public participation and had left the room when the decision was being made.
- Agreement that the B1147 should have better signage for the sharp bends and also that the hedges need to be better maintained on the B1147 around the waterfall area.
- Whether the public could have copies of the cricket club grant application. Mr Atterwill responded that these are available under the Freedom of Information Act.
- Thanks were given to the Parish Council for supporting the clock maintenance and that the contractors have praised the church on the upkeep of this public facility. Mr Atterwill thanked the church for a well organised Remembrance Service.

*The Meeting Resumed*

**19. Any item to be reported for the next agenda**

Freedom of Information act Model Publication Scheme

To agree date for allotment meeting

Re-designation of Parish Council notice board.

**20) To agree date and time for a budget meeting**

This was agreed as Tuesday 2<sup>nd</sup> December at 7.30om at the village hall.

**17. To confirm the date & time of next meeting to be held on Monday 8<sup>th</sup> December 2008 at 7.30pm at the Village Hall.**

Carried

The meeting closed at 9.25pm

\_\_\_\_\_ (Chairman) \_\_\_\_\_ Date