

## SWANTON MORLEY PARISH COUNCIL

A Meeting of Swanton Morley Parish Council was held in the Village Hall on Monday 13<sup>th</sup> October 2008. The meeting commenced at 7.30pm.

**Present:** Mr R. Atterwill, Mr C. Perry, Mr G Northall and fifteen members of the public. Also in attendance Mrs F. LeBon (clerk)

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

- That regretfully Mrs Lorna Vyse had resigned from the council.
- Whether there was any action being taken to save the Mill. Mr Atterwill responded that he had sought advice from the Dereham Windmill Project who had given contact details for Breckland Council and English Heritage.
- That the Village Hall application for funding was from precept budget and not grant budget.
- That monies granted from the old village hall funds must be spent on capital projects.
- That there are still problems with the drainage on Middleton Avenue and Gray Drive.
- That the social club has complied with the requisite of Parish Council by paying rent to the village hall.
- That a site in the Dereham area had been found for a new waste recycling plant and this was in the early planning stages.
- That a detailed plan would be required for any grant applications.
- That the amount payable to the Under Fives group had already been agreed as part of the grant process but an invoice from the contractor was still awaited.

*The Meeting Went Into Session.*

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

Apologies were received from Mrs Thomas, Mrs Floering-Blackman and Mrs Millbank.

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

Mr Northall declared a personal interest in item 8 (grant applications)

### **3. Minutes from Parish Council Meeting of 8<sup>th</sup> September 2008 to be accepted, initialled and signed.**

Mr Perry 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 8<sup>th</sup> September 2008.**

Mr Atterwill reported that as a result of the discussions on vandalism, Mrs Eames had arranged for a good article in the Dereham Times highlighting the problem, and the Parish Council had arranged for Norfolk Constabulary's mobile police unit to visit the village once a month starting from January 2009.

### **5. To Receive Minutes of Public Meeting of 15<sup>th</sup> September and agree that they be put forward for agreement at Annual Parish Meeting 2009**

It was agreed that the draft minutes as circulated should be put forward for agreement at the Annual Parish Meeting 2009.

### **6. Finance**

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

Mr Northall proposed that all the detailed payments bar that to the Under Five's Group (due to grant works not being carried out) should be made. Seconded by Mr Perry and carried.

| <b>Payee</b>      | <b>Detail</b>                           | <b>Cheque Number</b> | <b>Amount</b> |
|-------------------|---|----------------------|---------------|
| Faye LeBon        | Clerk's Salary                          | 101501               | £333.02       |
| Faye LeBon        | Clerk's Expenses                        | 101501               | £30.52        |
| Norfolk Pensions  | Local Government Pension Scheme         | 101502               | £102.39       |
| HMRC              | Clerk's PAYE                            | 101503               | £83.20        |
| EON               | Street Lighting Electricity (September) | DD                   | £140.58       |
| Swanton Morley VH | Room Hire (August)                      | 101504               | £12.00        |

|                       |                         |        |                  |
|-----------------------|-------------------------|--------|------------------|
| TT Jones              | EDF Transfers Phase 1   | 101505 | £8813.09         |
| ME and HS Crane       | Gate for Mill Common    | 101506 | £340.75          |
| Pinpoint Presentation | New Notice Board        | 101507 | £467.66          |
| B Woolnough           | Repairs to picnic bench | 101508 | £157.00          |
| <b>TOTAL</b>          |                         |        | <b>£10480.21</b> |

#### **b) Income**

| <b>Received From</b>       | <b>Detail</b>                  | <b>Amount</b>    |
|----------------------------|--------------------------------|------------------|
| Barclays Bank              | Credit Interest                | £264.58          |
| Bretts                     | Memorial Fee (Dobbs)           | £100.00          |
| Bretts                     | Memorial Fee (Knights)         | £50.00           |
| Breckland District Council | Precept (2 <sup>nd</sup> half) | £15776.11        |
| <b>TOTAL</b>               |                                | <b>£16190.69</b> |

#### **c) To consider response to External Auditor following a complaint from Mrs Walden**

Mr Atterwill reported that a request had been made to the Audit Commission for a public interest report and the auditor had requested a response from the council. Mr Atterwill also advised that the cost of the auditor's work had to be borne by the Parish Council and therefore by the people of the village and to date the auditor was unable to give a quotation for the work. Mr Perry proposed that the reported draft be submitted to the auditor, seconded by Mr Northall and carried.

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

Mr Atterwill reported that the village hall had requested its second funding instalment of £2500. He stressed that the village hall was worthy of payment but urged financial caution as a result of a potentially costly auditor's bill.

Mr Northall proposed that on the basis this money had been precepted for it should be paid. There was no second.

Mr Perry proposed that the decision be deferred until next month when a quotation should have been received from the auditor. Second by Mr Atterwill and carried.

### **7. Planning**

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

##### **i) 3PL/2008/1295/F – Mrs F Milne – partial demolition of bakery and change of use of former bakery building into 2 residential units**

Mr Northall proposed that the Parish Council should object to this application on the grounds that one of the accesses to the proposed properties is across land designated as village green. Seconded by Mr Perry and carried.

##### **ii) 3PL/2008/1384/F – Mr and Mrs R Gibson-Denney, 8 Greengate – Single storey rear extension**

Mr Northall proposed that there should be no objections to this application. Seconded by Mr Perry and carried.

##### **iii) 3PL/2008/1398/F – Peartree Homes re: 34 Greengate – New detached dwelling and refurbishment of existing dwelling**

Mr Northall proposed that the Parish Council should object to this application on the grounds that the proposed property is too large for the area of land. Seconded by Mr Perry and carried.

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

The clerk reported that Breckland District Council and Broadland Housing Association are trying to arrange an onsite public consultation in the first or second week in November. She also clarified that although the transfer of land from Breckland District Council to Broadland Housing Association was in progress, it would have a clause written into it so that the transfer will only go ahead if Planning Permission is granted. Without planning permission the land remains with Breckland District Council who will continue with their responsibilities of grass cutting.

### **8. Grant Funding**

#### **a) To consider any applications for small grant funding requests including request from the Angel Bowls Club**

After clarification that groups may make subsequent grant applications, Mr Atterwill proposed that £500 be granted to the Angel Bowls Club, seconded by Mr Northall and carried. No other small grant applications had been received.

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

Mr Atterwill reported that the new notice board had arrived and suggested that the official Parish Council notice board should be in an alternative position as in its current location it is not always convenient for people to look at. This decision is to be deferred until next month.

#### **10. To Discuss requirements of the Freedom of Information Act Model Publication Scheme**

It was agreed to defer this until next month so further thought can be given as to the charging for documents.

#### **11. Allotments**

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

Mr Northall reported that responses are still awaited from land owners and that it may be possible to allocate some of land put forward under the LDF to allotments. The area of land chosen must be fenced and have a water supply. It is also possible to obtain grants for this type of project.

#### **12. Street Lighting**

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

The clerk is to chase up faults reported on Ward Crescent and on the traffic island on Greengate.

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

EDF Energy is due to attend to two lights from Phase One on 14<sup>th</sup> October. The clerk has escalated the need for programming in Phase two of the street lighting project to management level at EDF Energy and is awaiting a response.

#### **13. Highways**

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

The clerk is to report the following Highways faults:

- Pot holes on the junction between Bedingfield Road and Hilton Road
- Drainage problems on Gray Drive and Middleton Avenue.
- Better signage on Primrose Square
- Chase up the tree cutting on Ainsworth Close

The clerk reported that Breckland District Council is to do a site visit to determine what directional signage is needed to Merryfield Close.

##### **b) To discuss suggestion of extension to 30mph speed limit in the Woodgate area.**

After detailed plans of the scheme and signage were circulated, Mr Northall proposed that the council should be in favour of this scheme, seconded by Mr Atterwill. Carried.

#### **14. To receive a report on co-option of new councillor/s**

There had been no progress to date.

#### **15. Churchyard & Burial Ground**

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

Mr Atterwill reported that the Churchwarden had requested special attention to the grass cutting round the war graves ready for Remembrance Sunday. The clerk is to speak with the contractor about this.

Mrs Vyse had previously put forward a suggestion for someone to sweep the headstones in the churchyard and burial ground after the grass had been cut. It was suggested that a small amount could be allocated in the budget towards this. This is to be further discussed in the budget meeting.

Mr Atterwill reported that Mr Marsham has nearly completed the memorial garden, complete with concrete kerbs and placed on record his thanks to Mr Marsham.

#### **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 committee had met and discussed youth provision in general. Mrs Vyse is going to see what funding and resources are available.

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

Mr Atterwill reported that site visits had been made to East Rudham and Brancaster to view their sports pitch projects and there was funding available for projects such as this. Responses had been received from some village groups regarding the potential usage of the sports pitch. He advised that the project needs to be done in conjunction with the Village Hall Management Committee and proposed that the Parish Council write to the village hall requesting their support. Seconded by Mr Northall.

Mr Perry proposed that this be deferred until after the matter of the village hall funding is resolved, seconded by Mr Atterwill and carried.

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

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

Mr Northall reported that Natural England has submitted a planning application for the installation of boardwalks on Burgh Common. In the meantime the area where the boardwalks are to stand needs cutting again. Mr Carrick is to do this when the area is dry enough.

A working party is to be established to clear the scrub in the ditch around Mill Common. At present the scrub is stopping the flow of water making it stagnant.

## **18. Correspondence**

The clerk reported that Initial Councillor Training had been arranged by the Norfolk Association of Local Councils for December so any person interested in the vacant positions could be trained relatively quickly.

Mr Northall reported that Breckland District Council are to be holding surgeries to help with 'Sustainable Communities' and one is to be held in Dereham on 17<sup>th</sup> November.

Mr Atterwill appealed for volunteers to help with the cutting of vegetation on Rectory Road. It was recommended that this be done prior to bonfire night so that the wood could be burnt on the bonfire.

### *The Meeting was Suspended*

There was no report from the District or County Councillor

The following items were raised by the public:

- Whether the council had any financial contingency planning? Mr Atterwill responded that the council had budgeted for £5000 contingency.
- Whether the council has to pay the costs of the auditor's investigation, even if there is no public interest report required. Mr Atterwill responded that it did.
- That Mrs Walden's name should not have been released as the complainant and that the two parties should find some common ground. Mr Atterwill responded that the council has to respond directly to the auditor as a result of the complaint.
- That the village hall had been approached about its financial situation.
- Concerns were raised that the Parish Council was not going to write to the Village Hall about the all weather sports pitch.
- Confirmation was given that decisions were legal with three councillors present.
- That the council would back the village if the result of the public consultation was that the village does not want affordable housing in the Middleton Avenue area.
- That the funding for large projects would be on a first come first served basis. It was suggested that the Parish Council should consider the fund raising history of village groups when making decisions about funding.
- That the grass cutting contract was disappointing this year.
- The Parish Council were thanked for resolving the problem with the address of Harkers Lane being listed as Town Street.

### *The Meeting Resumed*

## **16. Any item to be reported for the next agenda**

Freedom of Information act Model Publication Scheme

Village hall Funding

All Weather Sports Pitch

Grass Cutting Contract

To agree date for budget meeting.

## **17. To confirm the date & time of next meeting to be held on Monday 10<sup>th</sup> November 2008 at 7.30pm at the Village Hall.**

Carried

The meeting closed at 9.10pm

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