

SWANTON MORLEY PARISH COUNCIL

A meeting of the Parish Council was held in the Village Hall on Monday 10th September 2007. The meeting commenced at 7.30pm.

Present: Mr R. Atterwill (Chair), Mr C. Perry, Mr C Clegg, Mr G Northall, Mrs M Thomas, Mrs A Evans and Mrs J Walden. Also in attendance were Mrs K. Millbank (District Councillor), Mrs I. Floering-Blackman (County Councillor), Alastair Rusholme (Guest speaker from Breckland District Council), four members of the public and Mrs F. LeBon (clerk)

1. Apologies for absence

None

2. Declarations of Interest

Mr Clegg declared a prejudicial interest in item 7d

Mrs Walden declared a personal interest in items 7a, 7b and 7c and a prejudicial interest in item 7d.

3. Minutes from Parish Council Meeting of 13th August 2007 to be accepted, initialled and signed.

Mr Northall proposed that these minutes be accepted, Mrs Thomas seconded. There were five in favour with Mr Atterwill and Mrs Walden abstaining due to non attendance at this meeting.

4. Matters Arising from Minutes of 13th August 2007

Mr Perry requested that the Parish Council write to Mr Ellis to explain the selection process for the contract for the street lighting replacement project.

5. Finance

a) Accounts to approve for payment:

Mr Atterwill reported that there was a further payment in addition to those that were on the agenda, to Mr B Woolnough for £475 for work done on the village sign and seating in the village. Mr Northall proposed that this and the below payments be made, Mr Perry seconded. All in favour.

Payee	Detail		Amount
Faye LeBon	Clerk's Salary	101342	£249.69
Faye LeBon	Clerk's Expenses	101342	£40.12
Norfolk Pensions	Local Government Pension Scheme	101343	£81.04
HMRC	Clerk's Income Tax	101344	£70.40
CAB	Annual Donation	101345	£50.00
Air Ambulance	Annual Donation	101346	£50.00
British Legion	Donation for Wreath	101347	£50.00
EON	Street Lighting Electricity (August)	DD	£140.34
Mr B. Marsham	Payment for Fencing from grants (180m at £1.80 per metre)	101348	£324.00
PWLB	First repayment	101349	£6865.61
Staples	1 x photocopier toner and 2 x printer cartridges	101350	£129.98
Zurich	Village Hall Insurance	101351	£1772.21
TOTAL			£9823.39

b) Income

The following income was reported:

Received From	Detail	Amount
PWLB	Loan for Capital Projects	£59,975.00
NRCC (Rural Projects Fund)	Grant for Playing Fields Project	£1,500.00
Abbey Memorials	Memorial Fee (P. Cron)	£100.00
Barclays	Interest (4 th June to 2 nd Sept)	429.29
TOTAL		£62,004.29

c) To agree payment of £10 to Breckland District Council for placement of advert regarding Swanton Morley Parish Council's adoption of the revised Code of Conduct.

The clerk explained that it was a legal requirement to advertise that the Council had adopted the revised code of conduct, and that Breckland Council had offered to run a block advert on behalf of Parish

Council's for a cost of £10. Mr Atterwill proposed that the Council accept the offer from Breckland Council and pay £10 towards the cost of an advert. Mrs Thomas seconded, all in favour.

d) To consider revisions to the council's financial standing orders.

The clerk advised that as a result of her CiLCA course, the Council's financial standing orders had been found to be inadequate and had provided the Council with a new draft based on the NALC model. Mr Northall proposed that an additional clause should be entered to state that any Councillor incurring expenditure on behalf of the Council without prior approval will do so at their own risk. Mr Perry seconded, all in favour.

Mr Northall proposed that the amended draft standing orders be adopted. Mrs Thomas seconded, all in favour.

6. Planning

a) To consider the following planning applications

i) 3PL/2007/1388/F – Mr and Mrs R Pugh, Octagon House, Town Street – Proposed pitched roof to detached garage

Mr Atterwill proposed that there be no objections to the aforementioned planning application, Mrs Thomas seconded. All in favour. The clerk is to respond to Breckland District Council and also query the twenty house development shown on the map to the rear of Darbys.

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

Mr Clegg reported that the Planning and Development Working Group had not met, but requested that the clerk forward him the literature on Breckland's funding for affordable housing after it had been on circulation.

Concerns were raised about potential housing developments to the rear of Darbys and the Mill Bakery.

c) To agree on comments to be sent to Breckland Council regarding Swanton Morley's assessment under the LDF as a Local Service Centre.

Mr Atterwill proposed that the Parish Council respond to Breckland that they agree that Swanton Morley should be subject to natural growth and that it should remain classified as a local service centre.

d) To receive an update on whether Parish Council have been approached about an exception site.

The clerk reported that there had been no responses to date.

7. Old Village Hall & Car Park

Mr Atterwill proposed that the public be excluded from item 7a for the reason that the information to be discussed was sensitive and should it be made available to the public it could have a detrimental on the funds to be raised for the village. Mr Northall seconded, all in favour.

The Public Left the Room

a) To consider financial offers received for land.

Mr Atterwill read all tenders received by Abbots and then advised that one had since been withdrawn. The Members discussed all offers and Mr Atterwill proposed that the highest offer be accepted and Abbots be instructed to communicate this information to the purchaser and commence the sale process. Mrs Walden seconded, all in favour.

The Public Re-entered the Room

b) To appoint a solicitor to carry out legal matters relating to the sale of land

Mr Atterwill reported that Hood Vores and Allwood, the solicitor that currently holds all the Council's legal documentation, had quoted £525 plus VAT plus a £10 disbursement for searches and proposed this be accepted and Hood Vores and Allwood be appointed to act on behalf of the Parish Council regarding the sale of the old village hall land. Mr Perry seconded, all in favour.

c) To consider new account to be opened for proceeds of sale.

The clerk provided the Council with a comparison of bank accounts to be considered for proceeds of the sale of the old village hall land. Mrs Walden proposed that the 30 Day Community Deposit Account with Alliance and Leicester be opened. Mr Perry seconded, all in favour. The clerk is to arrange.

Mr Clegg and Mrs Walden Left the Room

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

Mr Atterwill reported that copies of the information received from the Land Registry had been forwarded to the cottage owners, as had the deeds drafted by Nicholas Hancox. A response was awaited.

Mr Clegg and Mrs Walden Re-entered the Meeting

8. Street Lighting

a) To receive fault reports / matters for attention

The clerk is to report to the street lighting contractor that there are inoperative lights on Keith Road, Bedingfield Road and that the new light on Middleton Avenue is still in need of repair.

b) To receive an update on street lighting project

Mr Atterwill reported that he had met with the clerk and the Council's street lighting contractor had been instructed to replace 33 concrete columns, replace 13 wood columns, change three post top lanterns and remove three columns. A £500 discount on the original quotation had also been agreed. Work is due to begin the first week in October with twelve columns being replaced at a time. The Vehicle Activated Signs for the middle camp area had been ordered leaving a residual of £868.34 from the loan monies.

9. Highways

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

Mrs Thomas reported that highways were currently working outside Lincoln House. Jason Glasspoole is currently looking at a scheme for the 'S' bends on Dereham Road to put on the forward plan following the recent fatality in that area.

b) To agree on grassed areas to report to Highways for attention

The vegetation around the Mill Street area requires attention and Harkers Lane has become overgrown with nettles.

10. Quality Council

a) To receive an update on the Quality Council Project

The clerk reported that she had met with Mike Grayley from NCAPTC to discuss the Council's Quality Status application. The Council was making good progress on the project. Permission is to be sought from the village hall management committee for some wall space in the foyer to provide an information point to display literature from the Parish Council and also District and County Councils. The clerk also requested that some of the budget monies allocated for the Quality Council project to be spent on some wall mounted displays. Mr Atterwill proposed that two displays at £29.95 be purchased, providing that the school do not have any second hand ones that could be used. Mr Perry seconded, all in favour.

b) To approve village newsletter.

The clerk reported that Eastern Office Equipment would copy 750 news letters for a discounted rate of £60. Mr Atterwill proposed that, subject to minor amendments, the newsletter put before the Council be adopted and distributed. Mr Clegg seconded, all in favour.

11. Training

a) To agree candidates for NCAPTC Initial Training Course

The clerk advised that NCAPTC were running Initial Training for Councillors. Councillors are to respond by the end of the week if they wish to attend.

12. Churchyard & Burial Ground

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

Mrs Thomas reported that the committee did not meet in August, but provided a report for circulation. Mr Atterwill stressed the need to set a date for the planned memorial garden and a working party was required for work on the church wall.

13. Youth & Playground Equipment

a) To receive an update report on progress of the Sub Committee.

Mr Atterwill reported that the contractor had begun work on Phase 2. A working party was to be arranged to erect the picnic benches and a wasp nest had been found that the clerk had reported to Breckland District Council for removal.

b) To consider the funding and construction of a new all weather floodlit sports facility at the new village hall

Mr Atterwill suggested that a capital project for the village using monies from the old village hall site sale could be an all weather sports pitch on the site of the village hall. He showed the members some potential plans and stressed the usage potential for all age groups. He suggested that the £800 residual from the street lighting project could be used for a planning and feasibility study for the project.

Mr Clegg raised concerns about the level of usage and Mrs Walden questioned whether the village hall management committee was yet in a position to manage such a facility. Mr Northall proposed that the

residual £800 from the street lighting project be used to fund a planning and feasibility study. Mr Perry seconded. The vote was 6:1 in favour with Mrs Walden objecting.

c) To agree funding for plans and submission of a planning application to Breckland council.
As covered in item (b)

Mr Atterwill proposed that the meeting be extended. Mr Northall seconded, all in favour

14. Commons, Open Spaces & Environmental

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

Mr Northall asked whether the clerk had made any further progress on registering the common lands. The clerk responded that a Statutory Declaration had to be made under the 1894 Local Government Act and that further investigation was required. She had also spoken to Mr Carrick about the status of the Working Group and that he was happy to continue being active within the group, but would be prepared to stand aside as Chairman if that was the wish of the group. He is to call a meeting in mid September.

15. Correspondence

Mr Northall asked whether any action should be taken under proposed changes in the licensing laws. Mr Atterwill responded saying that the information had been forwarded to the village hall management committee to discuss.

The Meeting was Suspended for the District Councillor's Report and Public Participation

16. Any item to be reported for the next agenda

None

19. To confirm the date & time of next meeting to be held on Monday 8th October 2007 at 7.30pm at the Village Hall.

All in favour

The meeting closed at 10.05pm

_____ (Chairman) _____ Date

Presentation by Alastair Rusholme

Alastair Rusholme introduced himself as the Contracts Manager from the Street Scene department at Breckland Council. This department, amongst other things, is responsible for tree maintenance, grass cutting, waste collection, abandoned vehicles and illegal waste disposal.

He advised that a new Enforcement Officer had been employed who works on enforcing fixed penalty notices. There have been four successful prosecutions to date.

A new Litter Education Assistant had also been employed with the role of raising awareness of litter and fly tipping. Talks are given in primary schools to raise awareness in young children, who then take the message back to their families.

Mr Rusholme also spoke of the Community Rangers project, whereby community minded people are issued with a handbook on how to address issues that affect local environment quality and what authorities to report to. There is no patrolling required, just reporting of issues when they arise.

Breckland District Council is also able to assist local communities who wish to arrange their own 'litter picks'. Bags and high visibility jackets can be provided and, should enough notice be given, the litter can even be picked up.

Mr Marsham raised concerns about the lack of a local waste tip and how this has an effect on fly tipping.

Mr Rusholme responded saying that Beetley had to close because the lease ran out and that a replacement is being actively sought.

County Councillor's Report

Mrs Floering-Blackman questioned whether youngsters had problems with transport in the village. Consensus was that the bus service was adequate.

Mrs Floering-Blackman also recommended working with the people of Dereham, and also the high schools, as it is highly possible that people will travel from Dereham to use a high class facility such as a sports pitch.

District Councillor's Report

Councillor Millbank reported that the Boundary Committee had been asked to look into a 'Greater Norfolk' unitary council and one further unitary.

Breckland District Council wish to hold a civic reception for the Light Dragoons when they return from Afghanistan and she will keep the Parish Council informed of progress made with this.

Public Comments

Mrs Eames stressed that there would be interest in an all weather sports pitch, because the football team had already requested floodlighting. She has arranged to meet with Fran Sampson from Robertson Barracks as she feels that there would also be interest from this area of the village.

Mr Marsham suggested speaking to Dereham Town Council about the usage of their tennis courts, and also suggested the use of solar power for the lighting.

He asked whether the purchaser of the old village hall site would consider integrating the hall's flagstone in the new buildings. Mr Atterwill felt it would be better at the school as it would remain in ownership of the Parish and not in a private property.