

Acle Parish Council

Meeting Date: Monday, 27th June 2011
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.30 p.m.

Present: Mr B Brooks, Mr D Burnett, Mr B Coveley, Mrs D Fisher (Chairman),
Mr J Harriss, Mr A Hemmingway, Mrs L Hemsall (also district councillor)
Mr N Law, Mr R Perry and Mrs M Steed

1. **PUBLIC FORUM**

There were nine members of the public present, together with Brian Iles (County Councillor). Residents congratulated Diane Fisher on her appointment as Parish Council Chairman. Brian Iles reported on the legal challenges to the waste facility in Kings Lynn. Lana Hemsall reported that the can bank had been removed from the Recreation Centre as it was no longer needed, now that residents were able to recycle cans via their domestic recycling bin. She also reported on schemes to engage with young people.

2. **APOLOGIES** Mrs E Elliott and Mr B Grint.

3. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Diane Fisher, John Harriss, Malika Steed and David Burnett all declared a personal and prejudicial interest in the application from the Pre-School for a grant, as they all have children or grandchildren who attend the facility.

4. **MINUTES** The minutes of the meeting held on 23rd May 2011 were agreed to be correct and were signed by Diane Fisher as Parish Council Chairman.

5. **MATTERS ARISING**

5.1 The Green has been re-seeded.

5.2 The clerk has written to the Recreation Centre Committee to explain that three additional trustees were appointed by the Parish Council, although it now seems that additional trustees cannot be appointed by the Parish Council during the year, where the full quota was not appointed at the time of the Annual General Meeting; additional trustees can only be appointed by the AGM. It is hoped that the three councillors will be welcomed by the Committee, perhaps as members of a working party.

5.3 Diane Fisher, John Harriss and the clerk will attend the Annual Conference of the Norfolk Association of Local Councils and the Society of Local Council Clerks

5.4 The clerk wrote to Amber Lodge to ask that the many advertising notices be taken down.

5.5 The clerk contacted the local Slimming World group to ask that their advertising board be moved from the highways verge; it was subsequently moved to the Recreation Centre car park.

5.6 Norfolk County Council will review the options for the junction at Old Road/ Bridewell Lane, but it is likely to be expensive and, therefore, delayed until funds are available.

5.7 NCC has said that the parking bays in Old Road were requested after consultation with the public so they cannot be removed without additional consultation.

- 5.8 NCC has also said that parking outside the church would fall under the jurisdiction of the Police who will monitor any dangerous parking.
- 5.9 Atkins, working for The Highways Agency, will carry out remedial works on the ironworks in the underpass.
- 5.10 The clerk sent a letter of thanks to Malcolm Porter for helping to transport the baskets. The councillors thanked all those who had been involved with putting up the baskets.

6. CORRESPONDENCE

- 6.1 It was agreed to make a donation of £100 to Norfolk Age UK. (LGA 1972 s.137 payment.)
- 6.2 It was also agreed to make a donation of £100 to Macmillan Cancer Support. (LGA 1972 s.137 payment.)
- 6.3 Broadland District Council is reviewing the contracts for delegated functions including the monitoring of street cleaning, but the management of the public toilets will not be affected. The councillors understood that this was a cost saving measure. Barry Coveley asked for the regular littering in the bus shelter to be raised with the Police.
- 6.4 NCC wrote to explain about its scheme for part night light and asked councils to review the roads which have been chosen: Birtles Way, Broadland Way, Cardington Court, Fletcher Way, Hillcrest Road, Mardling Run, Market Manor, Old Market Close, Oxcroft and Springfield. Malika Steed declared an interest in the lights in Oxcroft as she lives in that road, but the streetlights in Oxcroft are owned by the Parish Council so will not be affected by this scheme. The clerk was asked to seek confirmation on this. Councillors understood the need to save money by switching off some lights at night, but asked that the decision be re-considered after a time, if there are problems in any areas. Councillors also agreed that it may be appropriate to consider switching off some Parish Council lights in the future.
- 6.5 Acle Pre-school requested a donation of £1,500, as last year, to pay for the electricity used in the Fletcher Room. (Diane Fisher, John Harriss, Malika Steed and David Burnett all declared a personal and prejudicial interest in the application, left the room and took no part in the discussion or voting.) In the absence of the Chairman and Vice-Chairman, Nigel Law was elected to be Chairman of the meeting. The Pre-School staff answered questions on the finances of the group and confirmed that 47 of the children on the roll come from Acle. After some discussion it was agreed to give a donation of £1,500 to pay for the electricity costs. Lana Hemsall asked for it to be minuted that the donation was only for electricity costs and not for general expenses.
- 6.6 NCC's Minerals and Waste Site Specific Allocations have been received and were noted; nothing is planned for this area.
- 6.7 Laura Blackwell explained about her plans for a Murder Mystery Village Event in August, which will hopefully involve local residents and children from both village schools. It is hoped that this will bring in many people from outside the village and will be of benefit to local shops and facilities. After some discussion it was agreed to support the event and to give a donation of £500 towards the costs. The councillors congratulated Laura on her proposal.

- 6.8 Councillors were invited to attend a Green Challenge on 16th July at UEA.
- 6.9 Councillors are also invited to a Summer picnic and sustainability event at Thorpe on 27th July.
- 6.10 The RoSPA report has been received on the play equipment at Damgate Lane and Beighton Road play areas; only minor repairs are required. These will be copied to Tony Hemmingway for repair. (Tony Hemmingway declared a personal interest in this.)
- 6.11 Don Wilkins sent a report from the recent SNAP Meeting; the current priorities were set for Brundall.
- 6.12 BDC confirmed that the trees cut down recently in Oxcroft will be replaced by them in the Autumn.
- 6.13 Several papers have been received on the proposed power and recycling centre in Kings Lynn. The councillors felt that they were not able to comment on the proposal.
- 6.14 NCC sent details of the closure of the A1064 for resurfacing works from 5th September.
- 6.15 The internal audit has been completed. The clerk gave a copy of the report to the finance committee members.
- 6.16 The Police sent a report of recent crimes in the area.

Lana Hemsall reminded the meeting that she is also a Broadland District Councillor and as such she declares a personal interest in any matters relating to Broadland Council which may be discussed at the meeting.

7. PLANNING MATTERS

- 7.1 Plans discussed at the meeting:
- i) **Mr Bayfield, Ivy House, The Street** – change of use of ground floor office (Use Class B2) to residential (Use class C3) (20110792). The councillors had no objections to the plans.
 - ii) **Upton Poultry Farm, The Windle** – installation of roof mounted solar photovoltaic array and associated electrical works (20110534). There were no objections to the plans.
- 7.2 Planning results from **Broadland District Council**:
- i) **Mr Hodgson, Bedlam Cottage** – refused (partially outside the settlement limit, cramped form, detrimental impact on amenity, inadequate visibility splays, trees, adverse effect
 - iii) Land to rear of **The Cottage** – approval.

8. HIGHWAY MATTERS

- 8.1 A resident raised the parking of a minibus in the street; this is not illegal so there is no power to move it on.
- 8.2 There have also been complaints about vehicles parked on verges around the village; this is also not illegal, unless there are double yellow lines on the adjacent highway.
- 8.3 A pot hole was reported in Glebe Road.
- 8.4 The recent flooding in St Edmund's Road has been reported to Highways.

8.5 The clerk was asked to purchase a sign for Damgate Lane play area saying “No Parking in front of the Gate.”

8.6 A hedge was reported to need cutting back in Reedham Road.

8.7 The sunken bank on South Walsham Road will be reported to Highways again.

9. STREET LIGHTING

9.1 It was agreed to consider which Parish Council lights to turn off in the Autumn. The clerk will contact the electricity supplier to find out the savings to be obtained.

10. FINANCE

£

Receipts:

BDC – delegated functions – toilets	5,418.63
VAT refund	1,255.81
NCC – verge cutting	1,658.31
Allotments refund of water charges	164.61
Upton PC – reimb. Costs	47.60

Cheques for payment:

Veolia dd – skip hire	142.94
Siemens dd – copier rental	134.52
E.On dd – street lighting charge	576.91
Broadland DC dd – rates on cemetery	7.69
Lloyds TSB dd – bank charges	5.00
NPTP – training fees	75.00
Norfolk ALC – conference fees	80.00
P James – clerk’s fee and exps	927.84
Norse – grass cutting at Fletcher Room	84.38
M Ward – cleaning	621.70
HMRC – PAYE & NIC	472.85
Travis Smith – watering	90.72
Tom Larby – watering	68.04
Connor Hutchin – watering	68.04
Andrew Creak – watering	45.36
Norfolk Pension Fund	201.55
Copy IT – copying	52.00
Garden Guardian – grass cutting	1,073.86
Wilkersons – consumables	27.05
Hugh Crane Cleaning Equipment	43.48
Playsafety – inspection	151.20
Upton PC – share of training costs	57.00
J Gallop – internal audit	290.00
Moulton Nurseries – hanging baskets	862.56
AgeUk s.137 donation	100.00
Macmillan Cancer Support s.137 donation	100.00
Acle Pre-School – electricity	1,500.00

Savings Account	69,625.00
Term investment	100,000.00

Government Stocks

119,000.00

11. ITEMS FOR NEXT AGENDA

- 11.1 There will be a meeting of the Acle Borderland Trust in July.
- 11.2 It was agreed to consider again the play area at the Recreation Centre. There was some discussion about this. The clerk advised those councillors who are also trustees that they needed to declare a personal interest as soon as they spoke on this matter.
- 11.3 It was proposed and agreed to review the Council's standing orders and to compare with the new, revised standing orders from the National Association of Local Councils; to include a provision to set a time limit for a councillor to serve as chairman. David Burnett, John Harriss, Nigel Law and Tony Hemmingway offered to form a committee.

12. DATE OF NEXT MEETING - Monday, 25th July 2011.

Signed: *Diane Fisher*
Chairman

25th July 2011-11-10