

Acle Parish Council

Meeting Date: Monday, 19th December 2011
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.30 p.m.

Present: Mr D Burnett, Mrs E Elliott, Mrs D Fisher (Chairman), Mr B Grint, Mr J Harriss, Mrs L Hemsall (also District Councillor) Mr N Law, Mr R Perry and Mrs M Steed
Brian Iles (County Councillor)

Janis Austin, (Extended Schools Co-ordinator at Acle High School,) Paul Jones, (Teacher of History at Acle High School,) and David Whitmore, (Archaeologist from Norfolk Property Services,) gave a report on work done on the land north of Springfield. The dig has been a huge success, attracting over 300 adults and 300 children to work on the site, supervised by professionals, with over 10,000 finds. They asked for a further 12 months to continue the dig, and asked for funding to pay towards the professional costs. It was confirmed that additional work would be needed to comply with probable planning conditions to develop the site for housing. The first stage of this work was covered by the dig already carried out, saving perhaps £10,000. It was also stated that the best approach to building on an archaeological site is to leave the remains in situ, and that the housing can be planned around the known locations, with open spaces planned for the important sites. The parish councillors expressed their support for the dig.

1. **PUBLIC FORUM**

There were three members of the public present.

Lana Hemsall as district councillor gave a report on the reduction of the Community Infrastructure Levy (CIL) and the expectation that it will be introduced in September, which may make it appropriate to seek planning permission on the Springfield site before this date, if possible. She also gave further information on an application to the Caravan Club for a site for up to 5 caravans on land off A1064. Brian Iles (County Councillor) reported that the planning application for a wind turbine on The Windle was withdrawn. He also stated that the County Council proposes that its maintenance of public footpaths will move from proactive to reactive, focussing its money on important walking routes.

2. **APOLOGIES** Mr B Brooks, Mr B Coveley and Mr A Hemmingway.

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

Lana Hemsall reminded the meeting that she is also a Broadland District Councillor and as such she declared a personal interest in any matters relating to Broadland District Council which may be discussed at the meeting. Lana Hemsall also informed the Parish Council that she is in the pool of substitute members of the BDC Planning Committee and therefore any opinion she may give at the meeting is based on the information currently available and she may change this view if she receives additional information.

Malika Steed declared a personal interest in the funding application for the dig at Springfield as she works with Paul Jones. She also declared an interest as Trustee of the Recreation Centre and a member of the Youth Club Committee.

Brian Grint declared an interest as Trustee of the Recreation Centre and as a member of the Olympic Torch Committee.

4. **MINUTES** The minutes of the meeting held on 28th November 2011 were agreed to be correct, and were signed by Diane Fisher as Chairman.

5. MATTERS ARISING

- 5.1 The Christmas lights were all on in time for the carols event. Thanks to those involved including Parcan Builders, TT Jones, John Harriss and Tony Hemmingway
- 5.2 Letters of thanks have been received from Norfolk Lowland Search & Rescue and Norfolk Accident Rescue Service for the recent donations.
- 5.3 The Broads Authority has said that it does not have the capacity or funding to take on the maintenance of public footpaths that was previously carried out by Norfolk County Council. The Authority will be assessing where their maintenance would be most valuable, and this may include some paths in the Acle area. The clerk was asked to stress the importance of the path alongside the A1064 for pedestrian safety and the popularity of Weavers Way.

The clerk telephoned the Council's insurers and was told that councils could ask volunteers to carry out maintenance of footpaths so long as risk assessments were carried out and volunteers were given the correct training, equipment and high visibility jackets etc.

- 5.4 The clerk has set up a Facebook page for the Parish Council.
- 5.5 Work has been authorised on the poplar tree at the front of the allotments, for £350; to raise the crown and reduce some of the heavy branches, whilst retaining a good shape.
- 5.6 The responsibility for parking enforcement has been passed to Norfolk County Council and will be managed by Kings Lynn and West Norfolk Borough Council.

6. CORRESPONDENCE

- 6.1 The Acle Archaeology Group has requested a grant to continue the dig on the Springfield land. It was agreed to defer this until the item on the Council's budget.
- 6.2 The new electoral roll has been received. Councillors can request a copy but were reminded that it may not be given to anyone else, nor information given out unless it is also within the Edited Register.
- 6.3 A third person has put their name forward to be considered for a trustee of the Recreation Centre. The Council will elect trustees at the February meeting.
- 6.4 A letter of complaint has been received about cars being parked in Reedham Road causing visibility problems for a resident exiting his driveway. The clerk has contacted NCC Highways and the Police, for their comments.
- 6.5 The Broads Authority phoned the clerk to ask what the Council's views were on a caravan park proposed for land south of the Bridge Inn, but no consultation has been received officially. The BA has objected to the application on the grounds of poor highways access, landscape impact and flood risk. Brian Grint alerted the Council to the site being a National Monument and Lana Hempsall offered to obtain a map of the proposed site.
- 6.6 The Campaign for the Protection of Rural England sent a report on parish litter wardens.

- 6.7 PC Paul Fox gave a report of three recorded crimes since the last meeting. PC Fox is being posted to Sprowston Police Station and will no longer be the Parish Officer. PCSO Paul McAllister will be the new Parish Officer. The councillors thanked Paul Fox for his support during his time as parish officer.
- 6.8 There was an invitation to an Open Meeting to discuss the Police Budget for 12/13 on 19th January. John Harriss and Nigel Law offered to attend.

7. PLANNING MATTERS

7.1 Plans discussed at the meeting:

- i) Parish Council land behind Springfield. (Brian Grint declared an interest as his house backs onto this land.) It was agreed to move on with the planning process for this land. If meetings were to be during working hours then the committee would be formed from Diane Fisher, John Harriss, Rodney Perry, Lana Hemsall, Nigel Law and David Burnett.

7.2 Planning results from **Broadland District Council:**

- i) **Mr Hodgson, Bedlam Cottage, Reedham Road** – first floor rear extension – refused
- ii) **Upton Poultry Farm** – wind turbine – withdrawn.

8. HIGHWAY MATTERS

- 8.1 A burst water main by The Green has been reported and will be repaired shortly.
- 8.2 It was reported that some repairs marked in Glebe Road and Peter Avenue appear to have been missed.
- 8.3 The guttering at The Limes is still leaking onto the pavement below. The clerk will contact the owners.
- 8.4 The new owners at Ivy House in The Street enquired about adding a string of the coloured Christmas lights to their property. This will be considered after the budget has been set.
- 8.5 It was reported that BDC is upgrading the Acle tourist map.

9. STREET LIGHTING

The lighting committee will consider whether any Parish Council lights could be turned off after midnight to save costs. The clerk will find out the costs to fit the timers to the lamps.

10. QUALITY PARISH STATUS

Lana Hemsall, Nigel Lawn and the clerk met to review progress made so far on the file for reaccreditation. Work continues on the evidence.

11. OLYMPIC TORCH VISIT AND QUEEN'S JUBILEE EVENT

Diane Fisher and John Harriss reported on a meeting with Kirstin Hughes of Broadland District Council; there will be further announcements shortly about the torch visit on 5th July. BDC will arrange for road closures and will provide bunting. Brian Grint reported that he has booked the parish room for the day and has arranged for local orchestras to be present.

It was agreed that additional hanging baskets would be purchased for south end of The Street. The Acle Women's Institute has offered to assist with funding.

The budget for the Olympic Torch visit was agreed at £500.

12. RECREATIONAL FACILITIES

Nothing to report.

13. BUDGET AND PRECEPT

The full Council accepted the recommendation from the Finance Committee to set the precept at £55,000, which is equivalent to an average of £2.11 per adult, per month, or £4.50 per band D house, per month.

The clerk's fee increases to scale point 36, in line with recommendations from the National Association of Local Councils, for 15.39 hours per week. Cemetery fees are increased by 5%. The grasscutting contract is for £5,701. A donation of £1,250 towards the grasscutting at the churchyard was agreed. A grant of £1,000 to the Acle Archaeology Group was approved.

The Finance Committee was thanked for their hard work in preparing the budget and precept recommendations.

14. NEWSLETTER

Nigel Law and David Burnett offered to write a quarterly newsletter for the Parish Council; to include a summary of the minutes, planning comments, current issues and a summary of the district and county councillors' reports. John Harriss will ask the Acle Society if the volunteers would be prepared to deliver the Council's newsletter at the same time as the Acle News.

15. FINANCE

£

Receipts:

BDC – street cleaning fee	464.40
BDC – glass recycling credit	90.33
Burial fee	410.00
Reimb. stationery	82.76

Cheques for payment:

Veolia – skip hire	138.72
Siemens – copier rental	134.52
E.On – electricity street lights	576.91
Citizens Advice Bureau - donation	75.00
Mick Ward – cleaning	666.68
Norfolk Pension Fund	535.74
T T Jones – street light repairs	1,592.54
PHS Group – waste collection admin fee	60.00
Flameskill – Fletcher Room inspection	97.20
Copy IT – copying	63.34
Wilkersons – supplies	43.73
Acle Recreation Centre – hire of room Jubilee	12.36
M Allen – footpath fee	30.00
Hugh Crane Cleaning Equipment – Fletcher Rm	55.37
HMRC – PAYE & NIC	966.52
P James – clerk's fee (incl 8 months back pay)	1,645.96
Hugh Crane Cleaning Equipment	17.23

Savings Account	73,166.35
Term Investment	100,211.92
Gilts	128,924.00

The above cheques were approved and signed.

It was agreed to split the reinvestment of the Council's term investment as £75,000 for 12 months at 1.7% and £25,000 for 6 months at 1.2%.

16. MATTERS FOR NEXT MEETING

- Quarterly newsletter
- Youth club
- Storage of Folly Tree lights

17. DATE OF NEXT MEETING - Monday, 30th January 2011.

There being no further business the meeting closed at 9.40 p.m.

Signed.....
Chairman

Dated: 30th January 2011