

## *Acle Parish Council*

Meeting Date: Monday, 29th July 2013  
Venue: Methodist Church, Bridewell Lane, Acle  
Time: 7.30 p.m.

Present: Mr D Burnett, Mrs J Clover, Mr B Coveley, Mr J Harriss (Chairman), Mr A Hemmingway, Mrs D Hurst, Mr N Law, Mr R Perry and Mrs P Watson.  
Brian Iles (County Councillor)

### 1. **PUBLIC FORUM**

There were six members of the public present. Matters raised included reports of a foul smell in the Hermitage Close area. PC Ian Kennedy gave a report of the eleven local crimes since the last meeting. He also confirmed that the Police visit the skatepark area regularly, to keep an eye on the young people, and have cleaned away some graffiti.

County Councillor Brian Iles gave a report that many senior staff have now left the County Council and will not be replaced until after a review has been carried out. Brian was handed a petition by local people requesting a pedestrian crossing on A1064.

District Councillor Lana Hemsall sent a report: Broadland District Council has awarded the Parish Council a grant of £6,000 towards the Neighbourhood Plan. Grants are to be reduced in future. She sent a reminder that residents are required to move their bins off the highway after they have been emptied, and details of canoe trails on the Broads over the summer.

2. **APOLOGIES** Mr B Grint, Mrs L Hemsall (also district councillor) and Mrs M Steed.

### 3. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AND REQUESTS FOR ANY DISPENSATIONS**

Jackie Clover, Nigel Law and Rodney Perry declared a pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. John Harriss reminded the meeting that his son lives in Springfield so he has a non-pecuniary interest. John Harriss and Tony Hemmingway each reported an interest in cheques payable.

4. **MINUTES** The minutes of the meetings held on 24<sup>th</sup> June 2013 were agreed to be correct, and were signed by John Harriss as Chairman.

### 5. **MATTERS ARISING**

5.1 The £10,000 grant from Broadland District Council for the skatepark has been received.

5.2 John Gallop wrote to the Council to confirm that the internal audit was completed without any adverse comment. The Annual Return has been sent to Mazars, the external auditors.

5.3 Several councillors met recently with the MP Keith Simpson. The councillors raised several issues with Mr Simpson, including the dualling of the A47 at North Burlingham, the White House Junction on A47, dualling the Acle Straight and the need for a crossing on A1064.

5.4 Acle Academy has sent a letter of thanks for the donation of £250 towards the cost of a feasibility study into a new sports hall.

## **6. REPORT FROM YOUTH AMBASSADORS**

As it is the school holidays, no ambassadors were present at the meeting. It was agreed to invite them to contribute to the resilience plan and the new website.

## **7. CORRESPONDENCE**

- 7.1 The owners of The Hermitage have asked if the Council would consider selling them the car park. It is currently leased to The Heritage for £2 per year. The councillors agreed not to sell the car park.
- 7.2 John Harriss gave a report on the meeting for larger councils; there had been a talk on taking on community assets. It was agreed to discuss this at the next meeting.
- 7.3 The Broadland District Council site allocations preferred options is out for consultation. Public events were held recently in Acle and South Walsham. The sites for Acle are the Parish Council's land North of Springfield (housing), the land between Norwich Road and Mill Lane (housing), the land at Hillside Farm (mixed housing and commercial) and the land off the A47 sliproad (light industrial). There were no further comments on these sites.
- 7.4 The clerk has sent BDC an update on the progress with the planning application for Springfield land.
- 7.5 The RoSPA report on the two play areas has been received; some repairs and maintenance are required.
- 7.6 John Harriss and Nigel Law reported on the useful training sessions on chairmanship.

## **8. PLANNING MATTERS**

- 8.1 The Council was sent details of the application for **Mr Dunham, Cranleigh House, Acle Road in the parish of Upton** – change of use from hotel to residential dwelling with annexe for ancillary use. There were no objections to the plans.

## **9. HIGHWAY MATTERS**

- 9.1 It was agreed that the hanging baskets are looking good again this year.
- 9.2 John Harriss and Nigel Law met with a contractor about moving the BT connection box as part of the Better Broadband scheme. It was agreed that the community walks board could be relocated to the side of the bus shelter, once the train and bus timetable boards have been moved. On Old Road a tree will have to be felled as it is a self-sown seedling and is growing into the back of the BT box at that location.
- 9.3 The Anglia in Bloom judges visited Acle on 11<sup>th</sup> July. Brian Grint and John Harriss accompanied the judges around the village. The results will be known in August.
- 9.4 A fee of £150 is required for Norfolk County Council to do an assessment to see if a brown sign is needed for the village. There is already signage on the A47 advertising Services in Acle. It was agreed to consider this at the next meeting.
- 9.5 There was a report that the paths are overgrown at Roman Wood. It was agreed to ask Brian Grint to give a report on the Trust at the next meeting.
- 9.6 The clerk was asked to contact NCC Highways to ask that they review the junction of Damgate Lane and Reedham Road to see if anything can be done to make visibility better.
- 9.7 It was reported that signage on A1064 is obscured by vegetation and that the roundabout on A47 is looking untidy. Some vegetation cut and left on the verge at Peter Avenue was reported.

## **10. STREET LIGHTING**

- 10.1 Two lanterns have been replaced in Damgate Close as part of a phased up-grading of the older lights.
- 10.2 It was agreed to ask the contractor to renew the numbering on lighting columns where it was unclear.

## **11. ACLE RECREATION CENTRE**

- 11.1 There was a report on the new skatepark; there have been problems with the banks around the concrete ramps. The grass seed did not grow because of the dry weather and the earth is falling away from the concrete. People have been breaking off bits of the concrete and throwing it around the site. The Recreation Centre committee has requested the installation of CCTV at the skatepark and sent a list of recent vandalism and other issues. After some discussion it was agreed to see if the increased Police presence reduces the incidence of vandalism.
- 11.2 The appointment of a new trustee will be considered at the next meeting.
- 11.3 The minutes of the Recreation Centre Committee meetings for April, May and June have been received and circulated.
- 11.4 The first meeting of the new Joint Committee will take place shortly, with four representatives from the Parish Council and four from the Recreation Centre Committee.

## **12. ACLE VICTORIAN WEEKEND**

The weekend was reported to be a great success, with the surplus of over £400 given to local charities.

## **13. SPRINGFIELD LAND**

A copy of the revised plans showing additional garages was discussed. It was noted that additional Community Infrastructure Levy would be payable on the garages, but that it was felt that purchasers would prefer garages and this would make the site more valuable.

The archaeology report has finally been received. The discussions on the S106 agreement continue.

The committee will meet with the planning consultant on 1<sup>st</sup> August.

## **14. ACLE NEIGHBOURHOOD PLAN**

The Council has been successful in obtaining a grant of £6,000 from BDC towards the Neighbourhood Plan and sustainability report. 75% is payable upfront, with the balance paid on completion.

The recent public consultation event was attended by about 60 people.

## **15. VILLAGE WEBSITE**

The committee recommended the quote from Hayes Computing Solutions Ltd (HCOMS) for £5,250 + VAT for building and designing the site, plus £10.00 per month for hosting the site and £5.99 per month for web statistics software. The design of the site will take about 5 – 6 weeks. This was agreed.

## **16. COMMUNITY RESILIENCE PLAN**

The clerk was asked to get some clarification about the insurance cover for any volunteers working under this plan. The committee meets again shortly.

## **17. YOUTH CLUB**

The clerk reminded the meeting that there is only £93.74 left in youth club account with the Parish Council, but July room hire is yet to be billed. The clerk has talked to Chris James by phone and email

about this but was asked to send a formal letter advising him that the funding had run out and that the committee must approach the Council for more funding.

#### 18. LAND IN DAMGATE LANE

Norfolk Property Services wrote to say that the old tip site north of the Damgate Lane industrial units will be put up for sale. The Parish Council has a lease for 999 years from 1997 on part of this land and any sale will include this lease. After some discussion it was agreed that the Council did not wish to purchase this land because of concerns about any issues arising from its use as a waste tip.

#### 19. FINANCE

£

##### Receipts:

BDC- grant towards skatepark	10,000.00
Cemetery fees	185.00
BDC re 12/13 toilets	1,127.13
Community Development re N Plan	6,300.00
BDC	150.00
Hermitage rent of car park	20.00
Beighton PC – reimb exps	17.38
Upton PC – reimb exps	34.76
Acle WI – donation for baskets	25.00

##### Cheques for payment:

Veolia – skip hire dd	153.96
E.On – streetlighting dd	601.78
P James – clerk’s fee and exps July	1,087.89
P James – clerk’s fee and exps August	1,045.63
M Ward – cleaning, July	703.06
M Ward – cleaning, August	749.04
HMRC – PAYE & NIC July	413.99
HMRC – PAYE & NIC August	364.61
Pension - July	307.93
Pension - August	299.07
Connor Hutchin – watering July	131.09
Connor Hutchin – watering August	95.34
Thomas Larby – watering July	95.34
Thomas Larby – watering August	95.34
Holly Hornagold – watering July	119.18
Holly Hornagold – watering August	95.34
Stephanie Kingston – watering July	59.59
Stephanie Kingston – watering August	47.67
Hugh Crane Cleaning Equipment	22.68
Acle Methodist – room hire	64.00
Seckers – servicing air conditioning unit	72.49
G Nicholls – topsoil for cemetery	84.00
Copy IT – copying charges	60.55
J Gallop – internal audit	310.00
Ingham Pinnock – on account Neighbourhood Plan	2,660.16
J Harriss – exps	15.45
B Grint – exps	59.90
R Wilkerson – consumables	64.38
Olympic Welding – new brackets for baskets	336.00
Garden Guardian – grasscutting June	1,064.26

Garden Guardian – grasscutting July	1,064.26
Moulton Nurseries – hanging baskets	1,042.26
Playsafety Ltd – play equipment inspection	156.00
Acle Recreation Centre – room hire	82.50
Norse – grasscutting July	89.15
Norse – grasscutting August	89.15
Tony Hemmingway – hanging baskets and pump	61.25
T T Jones – lighting repairs and new lanterns	1,165.01
J Nudd – work at cemetery	39.00
Savings account 14.06.13	138,615.24
Gilts 05.04.13	<u>133,108.00</u>
	<u>271,723.24</u>

It was noted that a pay award of 1% has been agreed for parish clerks, backdated to 1<sup>st</sup> April 2013. The clerk's fee increases by 16 pence to £16.195 per hour.

David Burnett has checked the above balances to bank statements or other supporting documentation.

**20. MATTERS FOR THE NEXT MEETING**

- Community resilience
  - Community assets
  - Signage
  - Anglia in Bloom
  - A presentation on Acle is the Place to Bee
- It was agreed the meeting would start at 7.00 p.m.

**21. DATE OF NEXT MEETING - Monday, 30<sup>th</sup> September 2013.**

It was confirmed that decisions on any planning applications would be delegated to the planning committee over the Summer.