

## *Acle Parish Council*

Meeting Date: Monday, 25th November 2013  
Venue: Methodist Church, Bridewell Lane, Acle  
Time: 7.30 p.m.

Present: Mrs J Clover, Mr J Harriss (Chairman), Mr A Hemmingway, Mrs D Hurst,  
Mr R Perry, Mrs M Steed and Mrs P Watson.  
Brian Iles (County Councillor)

Before the meeting, Jill Penn from Broadland District Council gave a talk on financial matters affecting parish councils; the Government's changes to the treatment of council tax benefit means that fewer properties will be sharing the cost of a parish precept. This will result in a higher charge to each house, even if the Parish Council keeps the precept at the same level as last year. Ms Penn also confirmed that parish councils will receive 15% of the Community Infrastructure Levy for the parish, payable by developers on all new planning permissions, 25% if a Neighbourhood Plan is in place. Broadland District Council is interested in working with parishes to discuss the best use of the monies in the parish. It was confirmed that the parish share of the CIL monies is entirely at the Parish Council's disposal. Changes to glass recycling will mean that local groups may lose out on revenue from recycling credits. This was noted and it was agreed that information will be given to residents nearer the time to enable them to decide whether to continue to support local groups, by using bring banks. Finally, Ms Penn said that no decision had yet been made at BDC about whether to pay parishes any New Homes Bonus this year. Ms Penn was thanked for attending the meeting.

### **1. PUBLIC FORUM**

There were twelve members of the public present. County Councillor Brian Iles reported that he has arranged a meeting to discuss the use of the Herondale building for 14<sup>th</sup> January. Martin Greenland expressed an interest in being appointed as the Parish Council trustee to the Acle lands Trust; this will be confirmed at the next Parish Council meeting.

Elizabeth and Christopher James talked about the Youth Club; there are currently about 30 members who attend meetings on Tuesday nights. Previously the Parish Council has supported the group by paying for the room hire and the purchase of various items of equipment, out of monies left from the previous youth group. A local business has donated second hand computer equipment. Acle Academy allows the use of the minibus for outings. The current group is applying for grant funding from other bodies but needs financial support from the Parish Council to continue. It was noted that the youth club would welcome permanent facilities if available. Elizabeth and Christopher were thanked for the report.

### **2. YOUTH CLUB**

It was agreed to pay the room hire until 31<sup>st</sup> March 2014, and to consider further assistance in the budget for 2014-15. Jackie Clover was elected as Parish Council representative to the youth club. Malika Steed and Barry Coveley have stood down. It was reported that the youth club would appreciate some administrative support if anyone was interested in helping.

**3. APOLOGIES** Mr D Burnett, Mr B Coveley, Mr B Grint, Mrs L Hemsall (also district councillor) and Mr N Law.

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

Jackie Clover 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 also reported an interest in a cheque to be signed.

5. **MINUTES** The minutes of the meetings held on 28<sup>th</sup> October 2013 were agreed to be correct, and were signed by John Harriss as Chairman.
6. **MATTERS ARISING**
- 6.1 NCC has advised that the traffic management for the painting of the roundels on the A1064 would be approximately £150, so the cost is about £750 for the two roundels. The clerk will order the two roundels.
- 6.2 A new handrail has been fitted at the entrance to Roman Wood at the Hermitage car park, constructed by students from Acle Academy. The clerk has sent a letter of thanks to the school and to the pupils. A letter of thanks has been received from a resident.
- 6.3 PCSO Paul McAllister has said that he will look into setting up a Safe Place scheme in Acle.
- 6.4 The Acle Good Neighbour Scheme meeting appointed a chairman, treasurer and secretary. The next meeting is on Wednesday, 4<sup>th</sup> December at 6.00 at the parish hall.
- 6.5 A Christmas tree has been delivered from Moulton Nurseries. Tony Hemmingway kindly offered to erect the tree and to fit the lights.
- 6.6 The new VAS flashing sign has been erected on the A1064.
- 6.7 The clerk met with Adrian Clarke of the Broads Authority to discuss the proposal for improvements to the footpath beside the A1064 and a crossing. The Broads Authority wants to get prices for all elements of the proposal and then to apply for grant funding.
- 6.8 A letter of thanks has been received from the Acle Community Archive Group. The residue of the Council's grant from the room hire is £200. This will be used for the Group's other costs.
7. **REPORT FROM YOUTH AMBASSADORS**  
Ciara Simpson, Gus Blake and Annie Baldwin have given up the role as they are now in Year 11 and heading towards their GCSE exams. Five students from Year 10 have expressed an interest in working with the Parish Council; Oscar Steltzer-Hiller, Maisie Morris-Rowe, Nancy Green, Dora Leborgne and Mollie Holmes. Nancy and Mollie were present at the meeting and were welcomed to the meeting. Ciara was also present and was thanked for her time with the Council.
8. **CORRESPONDENCE**
- 8.1 The Council considered some of the proposed NCC budget cuts which might particularly impact rural communities, including proposals to charge £2 per visit to recycling centres, to scale back planning enforcement, to cut school transport subsidies, to reduce highways maintenance for one year and to reduce staff at libraries. It was agreed to object to these proposals as it was felt that they would impact on residents locally.
- 8.2 The Government has announced plans to remove the requirement for every parish council payment to be signed by two councillors; this will permit electronic payments.
- 8.3 NCC sent details of a meeting about devolving services to parish councils, on Monday 9<sup>th</sup> December from 5.00 to 6.30 at County Hall. It was agreed that it was not worth attending if it was only to discuss grasscutting as the Parish Council already receives payments for cutting the verges.

- 8.4 The clerk reported that some ashes have been lifted, and reinterred, with permission. The owners of the now empty plot have asked if the Council would buy back the plot. It was agreed that the Council would refund the cost if and when someone else wanted to purchase the plot.
- 8.5 PCSO Paul McAllister sent a report of four burglaries in Acle on one evening in November and two other reported crimes. Residents were reminded to report any non-urgent suspicious behaviour to the Police on 101
- 8.6 NALC sent a report of its campaign to make it clear that the changes to the Council Tax Benefit Support Grant, which will cause an increase in the share of precept for each household are due to Government's actions and not the fault of parish councils.
- 8.7 Glass recycling credits of £121 will be received shortly, for the bin at the Kings Head PH.
- 8.8 Councillors from councils which are preparing a Neighbourhood Plan are invited to meet with a member of the Neighbourhood Plans team at DCLG on 13<sup>th</sup> December. It was agreed that this was unnecessary as the Council is employing consultants to prepare the Plan.

## **9. PLANNING MATTERS**

9.1 Plans discussed at the meeting:

i) **Mr Lovett, Orana, Norwich Road** – detached garage to rear (20131499). It was reported that the neighbours had no concerns about the application. The councillors had no objections to the plans.

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

i) **Mr Kerrison, Old Orchard, Pyebush Lane** – single storey side & rear extension (20131380) – full approval.

ii) **Mr & Mrs Hornagold, 7 The Hill** – two storey side extension (20131154) - full approval.

## **10. HIGHWAY MATTERS**

10.1 A quote has been received for a traffic assessment, to include the issues from the Neighbourhood Plan of maintaining adequate informal parking in the village centre, reducing the impact of the highway within the village centre and reviewing the possibility of a crossing on A1064. It was agreed that the quote was too expensive and that alternatives should be sought.

10.2 A request for dropped kerbs at the junction of Old Road with Bridewell Lane and at the Manor House on The Green has been passed to Highways.

10.3 Following a request for the Parish Council's footpath between Englands Road and South Walsham Road to be tidied up, Mick Ward is now spending some of his time keeping it clear and tidy. The hedge has been cut by Garden Guardian.

10.4 The Highways Agency has stated that the scheme for the improvements at the White House junction has been put on hold. Since there are no recent accidents recorded at the actual junction, the Agency has no plans for any future large-scale improvements. The clerk has asked for the details of the speed checks carried out at that location; the frequency of the checks and the speeds recorded.

10.5 There has been no feedback yet from NCC Highways about improving visibility from Damgate Lane. Flooding on the footway by the entrance to Damgate Woods has been reported again. Vegetation on A1064 has been programmed to be cut back around the signage.

10.6 The bench in memory of Malcolm Porter has been ordered. Tony Hemmingway will install the bench on Old Road.

## **11. STREET LIGHTING**

11.1 Wherry Housing (Circle Anglia) will be removing the Parish Council's street light at the end of Hillcrest as part of its improvements to some of the houses. It was agreed not to replace this light.

11.2 Wherry Housing has not expressed any interest in taking over the streetlights in Hillcrest. The clerk will contact them again to discuss this, as the lights are on Wherry-owned roads.

## **12. ACLE RECREATION CENTRE**

Jackie Clover and Rodney Perry declared a pecuniary interest as trustees of Acle Recreation Centre.

A copy of the minutes of the Recreation Centre's October meetings has been circulated as agreed.

The Joint Committee met on 4<sup>th</sup> November; it was reported that the Trustees agreed unanimously to appoint a centre manager. There were concerns expressed about how the various clubs would be integrated into one. It was agreed that good publicity was needed to keep the public informed. The Parish Council is to be approached to fund half of the manager's salary for the first year. This will be discussed at the budget setting meeting.

The Joint Committee would like to arrange a meeting with the Parish Council-appointed trustees who are not councillors. It was agreed to invite them to a meeting on 16<sup>th</sup> December before the Parish Council meeting.

## **13. COMMUNITY ASSETS**

The clerk wrote to BDC to ask on behalf of the Parish Council, that Acle Library, the public toilets, Acle Post Office, the signal box, the Kings Head Pub, Herondale and various pill boxes be listed as Community Assets; these are assets which further the community's social well-being or social interests and are likely to do so in the future. If listed, this would mean that the Parish Council would be notified if a property is put up for sale and would have six weeks to decide if it wants to put a bid together to buy the asset, and then has a further time of six months to sort out the finance for a bid.

The proposal to list the Green was not pursued as the Parish Council has a lease for the land.

The pillboxes will not be considered for listing at present as there was not enough knowledge of the legal ownership, and it was not clear if they met the requirements of the legislation, but the request can be re-submitted at a later date.

It was noted that the legislation states that the sale of a business premises is exempt from the process if it is being sold as a going concern. This would apply to the post office and the pub if they were to be sold, if being sold as a business.

## **14. SPRINGFIELD LAND**

John Harriss, David Burnett, Nigel Law, Pat Watson and the clerk met with John Whitelock of Saffron Housing. Mr Whitelock explained that the Housing Association is keen to work with the Parish Council for the development of the whole site. The Council could either sell them the whole site or could have more involvement in the project. It was agreed to investigate both these routes. The Council prefers selling the whole site to Saffron Housing, rather than simply on the open market, as the Council feels that Saffron would provide a good quality build, in line with the Council's own wishes and the draft drawings.

**15. ACLE NEIGHBOURHOOD PLAN**

A meeting of the committee was held; the draft policies were considered together with the responses of the public. It was noted that nearly all comments had been positive. The draft Plan has been produced by Ingham Pinnock and will be reviewed at the next meeting on Tuesday 3<sup>rd</sup> December.

**16. COMMUNITY RESILIENCE PLAN**

John Harriss, David Burnett, Pat Watson and the clerk attended a training workshop at BDC. Confirmation has been received that, in the case of a regional emergency, Acle Academy has been nominated as the local Emergency Building, and, in the case of a local emergency, Acle Recreation Centre would be used by the community.

**17. WEBSITE**

Nigel Law has been working on inputting a list of local businesses. The clerk has begun to contact local groups and clubs to set up a page for each one. Further training has been arranged for 3<sup>rd</sup> December.

**18. HERONDALE**

The clerk contacted NPS to express the Parish Council's interest in the land and buildings. NPS replied that they had not yet received any instructions from Norfolk County Council as to the future of the plot. The councillors felt that possible future uses could include the Youth Club, the Archive and the Community Gym.

**19. FINANCE**

£

**Receipts:**

Arthur Jary – refund on memorial repairs	500.00
Cemetery fees	833.00
Reimbursement for stationery	43.14

**Cheques for payment:**

On-Tap Plumbing – boiler at Fletcher Room	1,572.00
E.ON – electricity at toilets dd	140.30
E.ON – street lighting dd	582.36
Veolia – skip hire dd	158.59
Anglian Water – cemetery dd	16.26
Anglian Water – toilets dd	304.33
Anglian Water – allotments dd	157.70
P James – clerk's fee and expenses	1,136.24
Norfolk Pension Fund	299.07
Mick Ward – cleaning	709.59
Wendy Butler – holiday cover for cleaning	24.79
HMRC – PAYE & NIC	375.57
Blof. & District Conservation Group – subs	10.00
TT Jones – lighting repairs	232.06
Copy IT – copying charge	64.44
Garden Guardian – grasscutting	1,064.26
NGF Play – repairs to play equipment	90.00
PSG Electrical – testing at Fletcher Room	50.70
Hugh Crane Cleaning Eq – supplies	54.36
Wilkersons – supplies	26.02
Information Commissioner – DPA subs	35.00
Orwell Mencap – memorial bench	483.00
Soc of Local Council Clerks SLCC – subs	231.00
Ingham Pinnock – N Plan consultancy work	3,947.45
Alan Irvine – Springfield and cemetery	4,078.20

Acle Methodist Church – room hire	64.00
John Harriss – expenses	36.60
Savings account 16.10.13	64,241.42
Gilts 17.09.13	<u>124,600.00</u>
	<u>188,841.42</u>

**20. MATTERS FOR THE NEXT MEETING**

- Acle Lands Trust
- Herondale
- Budget
- Meeting with trustees

**21. DATE OF NEXT MEETING - Monday, 16<sup>th</sup> December 2013.**

There being no further business the meeting closed at 9.20 p.m.

Signed.....  
Chairman

Dated: 16<sup>th</sup> December 2013