

## *Acle Parish Council*

Meeting Date: Monday, 27th January 2014  
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 L Hemsall (also district councillor), Mrs D Hurst, Mr N Law, Mr R Perry, Mrs M Steed, Mrs P Watson  
Brian Iles (County Councillor)

### 1. PUBLIC FORUM

There were ten members of the public present. Matters raised included the new bench on Old Road. District Councillor Lana Hemsall gave a report: BDC has published its draft Environmental Strategy. It was noted that Acle was recorded as an area with some deprivation. Brian Iles reported on County Council matters including setting the budget. He said that it was a requirement that any County Farms land sold be replaced with the purchase of new similar land. PCSO Paul McAllister reported that there were three crimes recorded since November. He reminded residents that it is possible to book a free crime reduction survey by ringing 101 and asking to be put through to Acle Police Station.

2. **APOLOGIES** None.

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

Rodney Perry, Jackie Clover and Lana Hemsall declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. John Harriss reminded the meeting that his house is adjacent to the site proposed for housing off Norwich Road so he has a pecuniary interest in any application. Also that his son lives in Springfield so he has a non-pecuniary interest in the new development.

Lana Hemsall reminded the meeting that she is a Broadland District Councillor, appointed to the Broads Authority, and as such she declares a non-pecuniary interest in any matters relating to Broadland District Council or the Broads Authority which may be discussed at the meeting.

Debra Hurst and Pat Watson declared a non-pecuniary interest in the discussions about a pedestrian crossing on A1064 and the planning application by the Environment Agency. Tony Hemmingway declared an interest in the cheque payable to him and in any additional work for the siting of the bench.

4. **MINUTES** The minutes of the meetings held on 16<sup>th</sup> December 2013 were agreed to be correct, and were signed by John Harriss as Chairman.

### 5. MATTERS ARISING

5.1 The clerk reported on a meeting with Social Services at Norfolk County Council. Their proposal for the Herondale site is to build affordable community sheltered flats. This would be dependent on their securing support and funding with a housing association. The clerk had reminded NCC that the Parish Council would be interested in purchasing some of the land for additional play space and/or using the existing building for community use. The County Council did not provide a floor plan for the existing building.

It was also reported to the meeting that Lana Hemsall had discussed with Broadland District Council the protection of trees on the site in case any were to be felled as part of the review of the site. Norfolk

Property Services had confirmed that they would not carry out any work to the trees, other than emergency works, without giving notice.

- 5.2 NCC has offered to paint the 40 mph roundels on A1064 at no cost to the Parish Council because of the delay in getting them done. The clerk was asked to find out if signs for “Pedestrians Crossing” could be added to the road signage.
- 5.3 Norfolk County Council’s proposed budget includes a year’s delay in introducing changes to post 16 transport costs, one of the proposals objected to by the Parish Council.
- 5.4 The clerk sent the Council’s thanks to the staff at Rhino for helping with the Christmas tree.
- 5.5 Tony Hemmingway has installed the grit bin at Aldis Road. The replacement grit bin for the junction of Hillcrest and Beighton Road has been delivered.
- 5.6 A thank you was received from Norfolk Accident Rescue Service and from Citizens Advice Bureau, for the recent donations. BADCOG also sent thanks for the Council’s subscription.
- 5.7 The new owner of the former tip site in Damgate Lane stated that he plans to use the land for grazing. He contacted the clerk about maintenance needed for a bridge but it was found to be the bridge into the industrial units and is presumed to be the responsibility of the District Council. Jackie Clover reported that repairs are needed for the fencing alongside the Council’s land.
- 5.8 NCC has appealed against the listing of Herondale as a Community Asset. The review has been scheduled for 7<sup>th</sup> February. The appeal against the listing of the Post Office was withdrawn.
- 5.9 Back in November the clerk requested details of the frequency of police speed checks at the White House junction on A47. The Police have suggested that the information should be requested under a Freedom of Information Act process. This has been done. A local police officer reported that checks are carried out every couple of months, on average.
- 5.10 Problems with the lighting on the footpaths between the station and Reedham Road have been reported to Greater Anglia for repair.
- 5.11 BDC acknowledged that it had not been planned to open the Recreation Centre as a refugee centre during the flood surge, but that this had been organised by the Police, to provide shelter for some tourists from Yarmouth.
- 5.12 The clerk circulated copies of the Parochial Church Council’s accounts for 2012, and notes on financial plans, for information.

## **6. YOUTH AMBASSADORS**

The councillors welcomed Oscar and Mollie to the meeting. They reported that their first school council meeting was coming up shortly where they could ask for items to be raised at the Parish Council meetings.

## **7. CORRESPONDENCE**

- 7.1 Formal notification has been received that the Joint Core Strategy for Broadland, Norwich and South Norfolk was adopted by the three councils on 10<sup>th</sup> January 2014. The District Council’s Environmental Strategy has been received and circulated to the councillors.

- 7.2 Youngs Homes, who are carrying out the works at Beighton Road, notified the Parish Council that, as well as streetlight HIC11 being removed, with the permission of the Parish Council and the support of the resident, HIC3 will also be replaced with a new column and lantern. The construction of the replacement homes also requires an archaeological watching brief which may produce some interesting items. UK Power Networks are assessing the general street light provision in the area and there may be further recommendations that would affect the Parish Council. This was noted.
- 7.3 A resident has asked to use some of the logs from the Damgate Wood and to carry out some carving along the footpath. Acle Lands Trust has given permission for this, with due care for public safety.
- 7.4 There has been a request for a footpath along the side of the road from Acle to Upton. Several people reported seeing school pupils walking along the road in the dark, in dark clothes. The youth ambassadors were asked to report this to the School so that pupils could be asked to wear reflective clothing to make themselves more visible.
- 7.5 Councillors were informed of a forthcoming meeting about the items collected at local churches for the Yarmouth foodbank.
- 7.6 BDC has written to ask the Parish Council's plans for the glass recycling bins behind the Kings Head. BDC will aim to continue to provide and manage glass banks until 31<sup>st</sup> March 2015 to monitor the effect of the changes to allow residents to recycle glass in their grey household bins. It was agreed to see how people's behaviour changed once they were able to put glass in their household bins.
- 7.7 Residents were reminded of the new phone number for Acle Medical Centre – 01493 717796.

## **8. PLANNING MATTERS**

8.1 Plans discussed at the meeting:

- i) **Environment Agency – Site office, Old Road** – use of the site for offices and site compound with replacement of existing offices with new energy efficient cabins BA/2013/0392/FUL. Lana Hempsall informed the meeting that the site was to be used as a base for staff and equipment while the Environment Agency worked on projects in other locations, the Acle work having been completed. The councillors agreed that it seemed inappropriate to have these buildings and hard-standing in this location in the Broads Authority area, when other buildings would not be permitted.
- ii) **Mr McDonald and Mrs Lewis-McDonald, Westholme, 58 Old Road** – single storey front extension. There were no objections to the plans.

### **8.2 NCC's Proposal for new housing off Norwich Road.**

The Parish Council had an informal meeting with NPS to view the indicative plan for 150 dwellings on the land off Norwich Road, with 1/3<sup>rd</sup> being affordable dwellings. (It was noted that the plan had also been published on BDC's planning site).

The councillors felt that it was a poor plan with inadequate parking, impractical roads and paths and with nearly all the green space to the north-west of the site. The NPS officer reported that it was likely that the number of dwellings would be reduced slightly because of the requirement for onsite surface water storage. It was noted that this was a draft plan and that any future purchaser of the land may put in a completely different plan.

The clerk reported that NPS had said that a revised plan is being prepared and should be sent to the Parish Council shortly.

BDC has decided that an Environmental Impact Assessment will not be needed as part of the application.

## **9. HIGHWAY MATTERS**

### **9.1 Assessment on a pedestrian crossing at Old Road:**

Three quotes have been obtained: Richard Jackson, Norfolk County Council and Urban Flow. It was agreed to defer this decision until May as it was noted that the traffic and pedestrian monitoring would be better carried out in the Summer.

### **9.2 New bench at Old Road.**

When Tony Hemmingway commenced the work to install the new memorial bench, the Council received four objections about the siting of the bench; that it was likely to encourage unruly behaviour in the area, cause an increase in litter, would be in the way of the dust cart reversing down the narrow part of De Carle Smith Road because of a car parked there full-time, would cause a visibility problem for people exiting De Carle Smith Road and that there is a need for place to park pushchairs etc so as not to cause an obstruction on the pavement.

NCC has replied that they are happy that the location is suitable for the bench and have offered to install a concrete bollard to protect the bench from the dust cart.

After some discussion it was agreed to install the memorial bench on the Folly Tree Green, in the place of one of the older benches. It was also agreed to purchase a plank-style seat so that people can rest there, but would be unlikely to spend much time at the seat. The situation would then be monitored to ensure that the seat was not causing any problems for local residents.

### **9.3 Anglia in Bloom.**

Jackie Clover kindly offered to co-ordinate the Anglia in Bloom entry for 2014.

### **9.4 Fletcher Room:**

Tony Hemmingway reported that Ofsted had reported that the ramp at the rear of the building was slippery. He had inspected the ramp and found the non-slip tape to be in place and in good condition. He had also re-set the timer on the heating unit. The clerk has a meeting with the Pre-School to discuss various issues.

9.5 There was a comment that visibility is difficult on exiting the private car park at Barclays.

9.6 There was also a report that people parking on the corner at the Church during services made visibility difficult.

## **10. STREET LIGHTING**

### **Christmas lights:**

The street lighting contractor, TT Jones, had suggested replacing all the fascia lights and replacing them with LED strings, which would be more expensive to purchase, but much cheaper to maintain and use. After some discussion it was agreed to get quotes for improvements costing £2,000 and to put this in the budget for 2014/15, and then to consider further improvements at a later date.

For the Folly tree – TT Jones suggested uplighting the tree instead of having strings of lights threaded through the tree. The councillors did not like this idea and will consider this again at a later date.

## **11. ACLE RECREATION CENTRE**

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

#### **11.1 New trustee**

Nigel Law has resigned as trustee. It was noted that the Council would be appointing its nine trustees at the February meeting so it was agreed not to appoint a new trustee for just one month.

#### **11.2 Report from trustees**

The trustees reported that a budget is being prepared. Paul Cant was appointed Chairman of the Trustees until the AGM on 18<sup>th</sup> March. Lana Hemsall has suggested that the trustees should have a system similar to a Register of Interests so as to increase the transparency of the decision making. All councillors are invited to attend the AGM on 18<sup>th</sup> March.

**11.3 Joint Committee** – The next meeting is on Monday, 3<sup>rd</sup> February. It was agreed to invite the Parish-Council-appointed-non-councillors to attend a second meeting, on 24<sup>th</sup> February at 6.30, as this was felt to have been very beneficial.

11.4 It was noted that the clerk has been given a fob to be able to enter the building for meetings, as requested.

#### **12. WEBSITE**

Jackie Clover and the clerk met with the website providers to learn more about using the site. Jackie Clover and Barry Coveley have uploaded many photos, old and new, for use on the site.

The clerk has typed up contact details for the local community groups so that the providers can set up the systems to enable local groups to update their own page and put items on the calendar. She has also been adding to other pages on the site to get it ready for launch shortly.

#### **13. SPRINGFIELD LAND**

The committee has a meeting with Saffron Housing shortly to discuss the various proposals for the site.

#### **14. NEIGHBOURHOOD PLAN**

Ingham Pinnock have submitted the draft Neighbourhood Plan to BDC, together with the Sustainability Appraisal. The 6 week public consultation ends on 21<sup>st</sup> February 2014. Copies of the plan are available to view at Acle Library, Acle Post Office at the Recreation Centre and at BDC's offices. It is also available to view online at the Ingham Pinnock website. It was noted that some maps in the Plan would benefit from having road names or numbers added.

#### **15. COMMUNITY RESILIENCE PLAN**

The committee has produced draft lists of contact phone numbers and website addresses for use in an emergency, and a proposed list to divide up the village so that each road or area has a named contact. The clerk has written to Acle Methodist Church to ask if the hall could be used by the Parish Council as an emergency centre.

#### **16. FINANCE**

£

##### **Receipts:**

VAT refund	18,607.28
BDC – glass recycling credit	121.54
Reimbursement stationery	149.95
Funeral fees	273.00
Wayleaves	186.48

Rec Centre – refund on room hire	15.25
<b>Cheques for payment:</b>	
Nfk Accident Rescue Service	100.00
Citizens Advice Bureau	75.00
AgeUK	100.00
HGS Plumbing – toilets	462.00
PHS – waste disposal fee	60.00
Hayes Computing – stage payment website	3,000.00
Blockbuster – drains	108.00
Veolia dd – skip hire	158.59
E.On dd – electricity	582.36
Mick Ward – cleaning	729.38
HMRC – PAYE & NIC	383.99
P James – clerk’s fee and exps	1,195.01
M Allen – footpath fee	30.00
Copy IT – copying charges	24.24
Wilkersons – supplies	64.47
Tony Hemmingway – work done	268.22
CPRE – subs	29.00
T T Jones – lighting repairs and Christmas lights	1,026.85
Ingham Pinnock – Neighbourhood Plan	4,107.10
A Irvine – planning fees	1,608.00
Nfk Pension	299.07
Zen – electricity for Christmas lights	84.29
Mainman – grit bin	118.30
Justin Nudd – work at cemetery	170.00
Marcus Satchell – work at cemetery	150.00
Hugh Crane – cleaning equipment	120.87
Broads Authority – planning fee	192.50
Balance in bank c/f 27.1.2014	41,614.13
Gilts 5.10.13	<u>124,600.00</u>
Total monies	<u>166,214.13</u>

It was agreed to set up the paperwork to pay salaries by standing order to regularise the payment dates.

#### 17. PRECEPT

BDC has decided to pay 75% of the Government grant to support parish councils in 2014/15, where there has been a decrease in the tax base, reducing to 50% of the grant in 15/16 and 25% in 16/17.

The Parish Council’s finance committee had originally proposed a precept of £59,500 resulting in a precept of £60.31 pa per band D household, a rise of 8%. It was agreed by a majority to add £2,000 for new Christmas lighting making a total precept of £61,500, or £62.47 pa per band D household, a rise of 12%.

It was agreed to give a grant of £1,250 to the PCC towards the grasscutting cost at the churchyard of £1,726.

#### 18. MATTERS FOR THE NEXT MEETING

- It was agreed to have an item about the Acle Good Neighbour Scheme at APM
- Appointment of nine trustees for Recreation Centre – for AGM on 18<sup>th</sup> March.
- To review the standing orders; a committee of Debra Hurst, John Harriss and David Burnett will review the current standing orders and the changes in the new standing orders produced by the National Association of Local Councils.

**19. DATE OF NEXT MEETING - Monday, 24<sup>th</sup> February 2014.**

**20. CO-OPTION OF NEW COUNCILLOR**

It was agreed to advertise the vacancy in the Community Newsletter, as well as the existing advert on the noticeboard and the website.

There being no further business the meeting was closed.

Signed.....  
Chairman

Dated: 24<sup>th</sup> February 2014

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