Acle Parish Council

Meeting Date: Monday, 28th July 2014
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.30 p.m.

**PRESENT:**
Mr John Harriss – Chairman
Mr Tony Hemmingway – Vice-chairman
Councillors Mrs Angela Bishop, Ms Polly Bryant, Mrs J Clover, Mrs D Hurst, Mrs J Kenealy, Mr R Perry and Mrs P Watson

David Futter Associates presented an indicative draft plan for a mixed-use site behind Hillside Farm, with 30 dwellings, (10 of which would be affordable), and 8 light industrial units/office units. There will be a maildrop to local residents and a copy of the drawing will be put on the parish websites. The applicant would provide a new bus shelter at A47 sliproad into the village, and would seek to get the speed limit on the access road reduced to 30 mph. There was some discussion as to how the development could be controlled once outline permission had been agreed and the land sold to a developer. An application for outline permission is expected shortly.

1. **PUBLIC FORUM**

There were ten members of the public present. Matters raised included the impact of the extra traffic on village roads from the Hillside Farm and the Norwich Road developments, and requests that the houses on the Norwich Road site be single storey along the entire boundary with the existing homes, and that they be sited further away from existing homes.

1. **APOLOGIES**

Mr B Coveley, Mrs L Hempsall (also District Councillor), Mrs M Steed and County Councillor Brian Iles

1. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS**

Rodney Perry, Jackie Clover and Polly Bryant declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. John Harriss declared a pecuniary interest in the application for Norwich Road as it backs onto his house. He also reminded the meeting that his son lives in Springfield so he has a non-pecuniary interest in that development.

1. **MINUTES**

The minutes of the meeting held on 30th June 2014 were agreed to be correct and were signed by John Harriss, as Chairman of the Parish Council.

1. **MATTERS ARISING**
	1. Acle Recreation Centre has agreed to get the vegetation cut back at the gate in Habgood Close.
	2. The traffic engineer, Paul Matthews, visited Acle on 17th and 18th July to carry out an assessment of the traffic on A1064 and to consider options for improving road safety and speeds. The draft report includes:
* From the south, the national speed limit sign at the end of the stretch of road is visible for the entire length of the 40 mph limit
* Important to make it clearer to drivers that they will be passing residential properties – grasscutting, flower displays?
* Drivers just off the A47, driving at national speed limit, need to be made more aware of need to slow down
* Recommends speed limit of 30 mph
* Need to change driver’s perception of the appropriate speed for this road; remove all carriageway markings, install village gateways with transverse coloured markings at the gateways
* Add village nameplate in north direction, from A47
* There is space for a pedestrian refuge at Old Road junction – needs a small section of new footway
* Add a roundabout at Old Road/Link Road junction

The final report will be on the agenda for the September meeting.

* 1. Markings have been reinstated on A47 sliproad.
	2. The clerk reported that she had attended the Nfk ALC conference and the Zurich Health & Safety training.
	3. John Harriss, Angela Bishop and the clerk met with NCC to discuss the possibility of extending the Fletcher Room to include a quiet room for younger children and a small room to meet with parents. The Pre-School is to investigate prices, but the estimate is for about £10,000. Consideration would be given as to whether it is worth paying to extend an ageing building, or whether to consider a purpose-built new building, somewhere on the school’s premises.
	4. Angela Bishop reported on works to make Acle a Dementia Friendly village.
	5. Pat Watson asked the clerk to find out what progress had been made to move the BAM Nuttall site from the A1064 site.
1. **YOUTH AMBASSADORS**

There was no report.

1. **CORRESPONDENCE**
	1. Acle and District Voluntary Aid (AVA) stated that it would be difficult to manage the sharing of the new ambulance because of the lack of staff to check new hirers and to manage the hiring. The councillors therefore felt it was inappropriate to give a grant towards the new ambulance.
	2. PCSO Paul McAllister sent a report of one crime since the last meeting.
	3. NCC sent notice that Beighton Road will be closed from 4th – 22nd August for the connection of utilities.
	4. It was noted that the appeal by NCC against the listing of Herondale as an Asset of Community Value will be held on 14th August.
	5. Councillors are invited to attend a briefing session for the Proposed Submission Growth Triangle Area Action Plan on Tuesday, 12th August.
	6. Broadland sent notice that residents are invited to apply for the new affordable housing currently being built on Beighton Road. This has been advertised on the websites.
	7. BDC sent notice that 281 residents voted for the Strumpshaw Neighbourhood Plan, with 66% being in favour.
	8. RoSPA has carried out the inspection of the play areas in Damgate Lane and Beighton Road, with nothing reported as being higher than Low Risk. Minor repairs will be carried out shortly.
2. **PLANNING MATTERS**
	1. Plans discussed at the meeting:
		1. **Norfolk County Council, land north of Norwich Road** – residential development of up to 140 dwellings and associated works (outline) (20141108) (John Harriss left the meeting for this item). The councillors expressed concerns about adequate parking for residents and visitors, requested single storey dwellings along the boundary with all existing dwellings, adequate tree protection, a reasonable distance between new and existing dwellings and consideration of the impact on residents in Norwich Road from the increased traffic from the site.
		2. **BP (Oil) Ltd, Q8** – 3 illuminated fascia sings and 6 other illuminated signs (20141151). Councillors requested that any new totem signs be no higher than those already on site.
		3. **Mr & Mrs Futter, Land rear of The Cottage, The Green** – erection of detached dwelling (20141144). The councillors felt that the new dwelling was too close to existing properties. They also had concerns about any access onto The Green.
		4. **BP (Oil) UK** – application for advertisement consent. The councillors requested that any totem signs be no higher than existing signage.
	2. Decisions
		1. **BP (Oil) UK ltd** – redevelopment of existing petrol station – approval by Broads Authority
		2. **Little Chef** – new extraction fan and alterations to rear – approval by Broads Authority
		3. **Little Chef** – erection of new signs – approval of advertisement consent by Broads Authority – illuminated advertisements to be turned off 30 minutes after the restaurant closes to the public.
3. **HIGHWAYS MATTERS**
	1. There had been flooding in several locations in recent weeks. The clerk will inform NCC Highways of the locations and ask for the gullies to be cleaned out.
	2. Many residents had complained about vehicles being advertised for sale on Acle verges. Broadland District Council has inspected the sites on several occasions and requested details of the car registration numbers and contact phone numbers in order to contact the owners.
	3. It was reported that the pedestrian bridge at the railway station needs painting and that the edges of some steps on the bridge appeared to be rotten.
4. **STREET LIGHTING**
	1. A couple of lights were reported for repair.
5. **ACLE RECREATION CENTRE**
	1. Minutes of the May and June meetings have been received and circulated to councillors.
	2. The trustees reported that an Open Day is being planned for Sunday, 21st September, with the sports clubs showing what is offered at the Centre and local community groups invited to have a stall.
6. **CEMETERY**Following the last Parish Council meeting, Lana Hempsall arranged a meeting between councillors and the landowner, Philip Molineux, on 8th July. Mr Molineux does not wish to sell the land and asked the Council to make further enquiries as to other sites that might be available for a cemetery. The clerk has contacted BDC to ask about three sites that were suggested:
* Acle Recreation Centre land, currently used for cricket nets. BDC’s views are that the use of recreation land for cemetery would be against policy and the loss of recreation land would be regretted.
* Land at the rectory garden. BDC would be unlikely to support this because of the increase in traffic and the affect on the amenity of neighbouring properties.
* Clerk’s piece at the top of Damgate Lane. BDC would be concerned about the increase in traffic, with the poor visibility at the exit onto Reedham Road, and the lack of car parking nearby. There is also the concern that the water table might be too high for burials.

The clerk has also asked Nicholas Crane about land to the west of the village and he has confirmed that he does not wish to sell any land for a cemetery.

The clerk has asked about burial spaces at Fishley Church; Martin Greenland has stated that Acle residents currently have the right to request burial at Fishley but, once the church is transferred to the joint benefice at Upton, Acle residents would lose the right. He said that there is plenty of space to meet current demand but not for the whole of Acle. The poor road surface makes it difficult to access the churchyard.

After some discussion it was agreed to write to Mr Molineux to ask if he would sell the Council a smaller piece of land and to suggest a further meeting.

1. **ALLOTMENTS**

A report is expected shortly on work recommended for the willow at the allotments, following the dropped bough a while ago. It was agreed to delegate the decision on this to John Harriss and the clerk.

1. **SPRINGFIELD LAND**

John Harriss, Tony Hemmingway, Pat Watson, Jackie Clover, Barry Coveley and the clerk meet with John Whitelock of Saffron Housing on 21st July. John Whitelock explained the wide-ranging valuations for the land. The councillors felt that the Parish Council might prefer to sell the land for a higher price with a smaller uplift on sales values, rather than a lower base price, with 85% of the uplift, as was first proposed. It was agreed to get further valuations in September. The next meeting will be with their quantity surveyor to explain build costs. It was noted that Saffron would pay Acle PC for the land in stage payments to ease their cash flow.

1. **NEIGHBOURHOOD PLAN**

The 6-week consultation ends on 25th August. The consultation has been advertised on local noticeboards around the village and on the websites.

1. **ACLE IN BLOOM**

The judging took place on 18th July. The judges were very interested in the projects at Acle Academy and with other community work in the village. The Council thanked all those involved with Acle in Bloom, especially Jackie Clover who wrote the portfolio.

1. **FINANCE**

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| **Receipts:** |  | £ |
| Burial fees |  | 871.00 |
| Beighton PC | Reimb. stationery | 24.37 |
| **Payments:** |  |  |
| Norfolk Pension Fund | July | 305.45 |
| Norfolk Pension Fund | August | 305.45 |
| HMRC – PAYE & NIC | July | 380.98 |
| M Ward SO | Cleaning – July | 650.00 |
| M Ward cheque |  | 76.44 |
| M Ward SO | Cleaning – August | 650.00 |
| M Ward cheque |  | 110.02 |
| P James SO | Clerk’s fee and exps | 1000.00 |
| P James cheque |  | 179.89 |
| Stephanie Kingston | Watering | 98.14 |
| Connor Hutching | Watering | 154.22 |
| Holly Hornagold | Watering | 104.74 |
| Wendy Butler | Holiday cover | 33.75 |
| Acle Methodist Church | Room hire | 25.50 |
| Nfk Playing Fields Ass’n | Subscription | 25.00 |
| Playsafety | Inspection – 2 sites | 156.00 |
| B Banham | Machinery hire for tree | 36.00 |
| Garden Guardian | Grasscutting – June | 1,064.26 |
| Garden Guardian | Grasscutting – July | 1,064.26 |
| Wilkersons | Supplies | 51.74 |
| Hugh Crane Cleaning Eq’t | Supplies for Fletcher Rm | 23.10 |
| Moulton Nurseries | Hanging baskets | 1,234.52 |
| Acle Rec Centre | Youth club room hire | 57.00 |
| Peter Codling Architects | Church Room grant | 1,740.00 |
| Acle with Fishley PCC | Balance of grant | 838.00 |
| Norse | Grasscutting – July | 90.49 |
| Norse | Grasscutting – August | 90.49 |
| CRM | Repairs at Fletcher Room | 180.63 |
| TT Jones | Lighting repairs | 46.51 |
| Broker Network | Insurance for year | 2,333.95 |
| NPTP | Training | 90.00 |
| Jackie Clover | Acle in Bloom costs | 62.65 |
| Balance c/f at bank 28.07.2014 |  | 42,550.48 |
| Government Stocks 06.04.2014 |  | 123,865.00 |
| Total Monies |  | 166,415.48 |
| The amounts were approved for payment |  |

1. **MATTERS FOR NEXT MEETING**
* Resilience plan
* A1064 traffic report
* BAM Nuttalls site
* Springfield agreement
* Fletcher room
1. **PARISH CLERK’S HOURS**

**At this point it was resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public to discuss the clerk’s contracted hours of work.**

The clerk left the room.

The clerk is currently paid for 16.39 hours per week. Timesheets show that she worked 99 hours over and above the contracted total for 2013, and 136 over contract for the first 6 months of 2014. The Personnel Committee met with the clerk on 7th July and carried out a satisfactory staff appraisal. The Committee recommended that Pauline be paid for 20 hours per week, backdated to 1st April 2014 and that Pauline would work only one day per week during August as time off in lieu of overtime worked, with her hours to be reviewed again at a later date. This was agreed.

The clerk rejoined the meeting.

1. **DATE OF NEXT MEETING – Monday, 29th September 2014 at 7.30 pm.**

There being no further business the meeting was closed.

Signed:………………………………. 29th September 2014

 Chairman